**NCCSD Systems Modernization and Data Sharing Committee**

**April 9, 2021 – Monthly Meeting with OCSE**

**2pm – 3:30pm Eastern Time**

**Minutes**

# Distribution and Attendee List:

(**X** indicates that the member was present; **A** indicates absent)

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| --- |
| Members |
| X | Shannon Abernathy (SD) | X | Cynthia Longest (OCSE) |  | Patrick Stricker (OH) |
| X | Robin Arnell (VT) | X | Dawn McNeal (IN) |  | Jeremy Toulouse (NM) |
|  | Kristie Arneson (WY) |  | Shaneen Moore (MN) | X | Pratin Trivedi (MI) |
| X | Michelle Cristello (MA) |  | Heather Noble (AZ) | X | Alexia Venafra (VT) |
|  | Erin Frisch (MI) | X | Lily Patteson (KY) | A | Carla West (NC) |
|  | Kevin Guistwite (MD) |  | Sean Rosenthal (IL)  | X | Astra Wilson-Kirksey (NC) |
|  | Holli Hagen-Rice (OK) |  | Chad Shook (MS) |  |  |
| X | Konitra Jack (LA) | X | Troy Sterr (WI) |  |  |
| OCSE Invitees  |
|  | Acting Comm Linda Boyer | X | Raghavan Varadachari |  |  |

# Discussion Items:

1. **Updates from Raghavan**
* Raghavan to update us on anything relevant to this committee:
	+ Raghavan and Cynthia haven’t had a chance to meet with Mary Butler re where to house the recorded OCSE-sponsored webinars. They hope to have an update for us next month.
1. **Plan for Sharing the State Characteristics “General Info” Matrix –**
* Cynthia showed the original request from this NCCSD committee to OCSE, which requested that OCSE gather data about state characteristics important to know for systems modernization. When Cynthia joined OCSE, she was assigned to develop an Excel spreadsheet – the “State Characteristics Matrix.”
* There will be two different spreadsheets, and the one previewed today has the “general” information from all 54 jurisdictions on items such as organizational structure, umbrella agency type, where a state falls on the judicial vs. administrative spectrum, guidelines type, interest practices, court structure and document general protocols, distribution options, public assistance interface types, and other options such as paternity only cases, incarcerated obligor notification vs. automatic review and adjust, IWO practice for concurrent SSI/SSD/SSR, etc. It also includes general information on states’ system modernization status. There will be a second spreadsheet to collect more system modernization specific information for the jurisdictions that have recently modernized.
* She showed the general info matrix and where it will eventually reside on the OCSE Collaboration Tool, where a password-protected Excel version of the matrix can be downloaded, viewed, and filtered, but not edited.
* Thus, any changes and additions would have to be emailed to Cynthia who will upload an updated version of the matrix periodically.
* Next steps – Cynthia will:
	+ Have OCSE’s Division of Policy and Training review the definitions tab.
	+ Have DSTS (Raghavan’s team) review the systems info.
	+ Then circle back to this team to make a plan for rollout (thinking a webinar).
1. **Data Analytics Update**
	* Cynthia updated us that:
		+ The Current Support report is ready for QA but the QA on the 2020 Preliminary Report takes precedence at this time.
		+ We need to decide how/when the webinars will work to demonstrate the report for the Directors.
		+ Overall Collections will be the next report.
		+ Cynthia is willing to preview the report to this group.

**Action Item for ALL**: If you would like this preview, please email Alexia and let her know by Weds, April 21, 2021.

1. **State Sponsored Webinars**
* Alexia went over survey results, including the highest rated topics and the presenters (see spreadsheet attached to 4/9 calendar invite).
	+ 21 states responded, approximately a 40% response rate.
	+ Team decided that covering the 18 highest rated topics made sense.
* Team discussed:
	+ Massachusetts, Indiana, Oregon, Arizona, and Pennsylvania volunteered to present.
		- Do we try to recruit additional Presenters?
			* Discussed reaching out to SC (Tim Mose), MD (Kevin Guistwite), NV (Cathy Kaplan)
				+ Action item: **Cynthia and Alexia** to work together to reach out to SC, MD, NV
			* CO, UT – who did refactoring/replatforming
				+ To ponder: Do we include states that have done R/R given they don’t have to do a ton of the Pre-Planning and Certification?
	+ Number, duration, and timing of webinars?
		- Avoid NCCSD annual meeting (July), ERICSA (May), NCSEA Leadership (Aug), OCSE sponsored webinars, ISM (Sept. 26-29 in Cincinnati), WICSEC (Sept. 28-30 virtual), etc.
			* Team landed on October/November as this is when we did the Vendor webinars last year and it seemed to be a good time
		- Talked generally about all day webinars vs incremental like we did for Vendor webinars. Thoughts included:
			* All day hard to do and it’s a lot of information so would be useful to give it in bite sized pieces.
			* Consider that presenters will likely get a lot of contacts from attendees so build in time in between webinars for that if doing incremental approach.
			* Important to consider what works for the presenters.
			* May want to review the agendas for the other conferences to see what technology sessions are planned, in order to avoid duplication.
			* Regardless, make sure to leave good amount of time for Q&A as we anticipate there will be many.
			* Once we talk to presenters, the groupings of and number of webinars may change.

Action items:

* **Action Item for Alexia** to schedule and have a meeting with the 5 states that volunteered themselves to flesh out the questions above prior to May meeting.
	+ Tech platform for webinars?
		- Carla said NC could use their GoToTraining to host this fall. Thank you, Carla!!
	+ Who attends and who presents?
		- States/territories, Vendors, OCSE?
			* Didn’t have time to discuss this so…
				+ **Action Item: Alexia** will send out a short survey to team to collect their thoughts on this prior to May meeting.
1. **Follow up on Committee Membership -** *did not have time to discuss.*

#### Next Meeting: Friday, May 14, 2-3:30 Eastern.