

Quick Links

SSIS in CountyLink

SSIS in DHS-SIR

TrainLink registration

ssishelp@state.mn.us

SSIS update

Social Services Information System

Issue 330
August 12, 2011

Memory upgrades recommended for Version 11.3

Some pilot county users with older workstations have reported performance and lock-up issues with Version 11.3. SSIS has worked to find and fix memory leaks and improve other performance issues, but we highly recommend that workstations be upgraded to **at least 2 gigabytes of RAM**, more if possible (the minimum standard for state workstations is now 4 gigabytes RAM). Federal reimbursement at the operational FFP rate is available for memory upgrades when necessary, and for workstation replacement every three years.

Please contact Beth Holmgren (651-431-4745 or email beth.holmgren@state.mn.us) if you have questions about upgrades or reimbursement.

September Worker NWT rescheduled

The revised release timing of Version 5.5/11.3 requires rescheduling the September 13-15 Worker New Worker Training course. The new dates are September 27-29 in the metro lab. Participants need to register again on [TrainLink](#), selecting September 27-29. We apologize for the inconvenience.

CountyLink Updates

- Mentor HINT #37: Use Existing Agency Client Information for Documents & Service Plans
- SSIS Workstation Recommendations—2011

Upload Update

The August upload is due on Wednesday, August 31. It provides a general update of information for statewide research and reporting.

Due August 15: CMHRS for January through June

SWNDXing

“To Reconcile or Not to Reconcile”

The Reconcile function is a feature that enables agency clearing workers to update their client records with new or missing information that wasn't available at the time of initial clearing.

For example, an agency client record is cleared to a MAXIS record in SWNDX and the MAXIS record does not have a Social Security Number (SSN). Later, the SSN is added to the MAXIS record and updated in SWNDX. Any agency client record that is linked to that SWNDX record is flagged for Reconcile on the agency SSIS Clearing Log. The clearing worker then updates the client record by clicking the Reconcile button and accepting the change(s).

Not using the Reconcile function results in agency client records being out of synch with MAXIS/SWNDX records. Client records that are out of synch typically appear on *SWNDX Client Data Clean-Up Reports* which are routinely sent to agency SSIS SWNDX Contacts.

For more information on the Reconcile process, contact your SSIS mentor, training coordinator or go to CountyLink>SSIS>Training>[Worker Documentation](#) and scroll to the **Clearing** heading.

VPC sites added to Quarterly Supervisor's Forum, August 23

Anoka County and Koochiching County have been added as VPC sites for the Quarterly Supervisor's Forum on Tuesday, August 23.

The meeting and the topic is *Achieving Permanency for Older Youth*, part two. Register on [TrainLink](#).

Mentors' Corner

Worker Mentor Meeting
Monday, August 22

Fiscal Mentor Meeting
Tuesday, August 23

9:00 a.m. - 3:00 p.m.
Holiday Inn, St. Cloud

Register on [TrainLink](#). Both agendas are available online now. Handouts for the Worker and Fiscal meetings will be emailed and posted on [CountyLink](#).

The Fiscal Mentor Meeting will also be available via iLinc. If for some reason it is not successful, we will end the iLinc session and continue in our regular meeting format. The iLinc presentation uses internet audio and displays PowerPoint materials. Web cams will not be used. iLinc participants will need to ask all questions using *chat* functionality. To register:

1. Log on to <https://minnesota.ilinc.com>.
2. Select **Public sessions**.
3. Check **Fiscal Mentor Meeting – Aug. 2011**.
4. Click **Register**.
5. Complete registration information.
6. Click **Submit**.

SSIS Version 11.3 Installation Schedule

Tuesday, September 6 3:00 PM	Thursday, September 8 3:00 PM	Friday, September 9 3:00 PM
Clay (14)	Becker (03)	Anoka (02)
Clearwater (15)	Benton (05)	Beltrami (04)
Itasca (31)	Big Stone (06)	Blue Earth (07)
Wright (86)	Brown (08)	Crow Wing (18)
	Carlton (09)	Dakota (19)
	Cass (11)	Faribault/Martin (92)
	Chippewa (12)	Hennepin (27)
	Cook (16)	Isanti (30)
	Cottonwood (17)	Lake (38)
	Dodge (20)	Lincoln/Lyon/Murray (88)
	Fillmore (23)	McLeod (43)
	Freeborn (24)	Meeker (47)
	Goodhue (25)	Morrison (49)
	Grant (26)	Mower (50)
	Houston (28)	Nicollet (52)
	Hubbard (29)	Norman (54)
	Jackson (32)	Olmsted (55)
	Kanabec (33)	Otter Tail (56)
	Kandiyohi (34)	Pine (58)
	Kittson (35)	Pipestone (59)
	Koochiching (36)	Polk (60)
	Lac qui Parle (37)	Redwood (64)
	Lake of the Woods (39)	Rice (66)
	LeSueur (40)	Ramsey (62)
	Leech Lake (A4)	Roseau (68)
	Mahnomen (44)	St. Louis (69)
	Marshall (45)	Scott (70)
	Mille Lacs (48)	Sherburne (71)
	Nobles (53)	Stearns (73)
	Pennington (57)	Steele (74)
	Pope (61)	Swift (76)
	Red Lake (63)	Wabasha (79)
	Renville (65)	Wadena (80)
	Rock (67)	Washington (82)
	Sibley (72)	Watsonwan (83)
	Stevens (75)	Wilkin (84)
	Todd (77)	Winona (85)
	Traverse (78)	Yellow Medicine (87)
	Waseca (81)	
	White Earth (B2)	
Note: Aitkin, Carver, Chisago not included		