

## QUICK LINKS

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[dhs.ssishelp@state.mn.us](mailto:dhs.ssishelp@state.mn.us)

# SSIS update

Social Services Information System

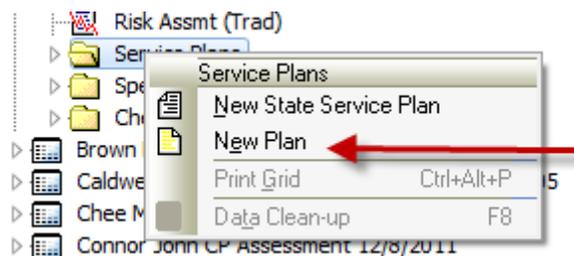
Issue 359  
October 19, 2012

## Workarounds identified for two issues

SSIS wants to thank the many county/tribal staff who partnered with us during the past week, troubleshooting potential defects. A fix installed statewide last night is expected to resolve application lockup issues. SSIS will continue to assess reports to the Help Line and send agencies information on newly-identified issues and potential workarounds. SSIS is planning on another Version 12.3 Fix implementation during the week of October 22. This will address these issues as well as other document-related problems.

County/tribal users helped identify two issues with documents and service plans that remain in the HTML format. Service plans found under the **New State Service Plan** folder are not affected.

The plans affected are shown with the red arrow.



1. Clicking on the screen outside of an open textbox in a document or HTML service plan (paper and pencil icon) causes the text entered into the textbox to be cleared. The **Save** and **Cancel Text** buttons continue to display; clicking on these buttons when the textbox is closed will result in error messages displaying.

**Workaround:** Select the **Save** button before clicking elsewhere on the screen.

2. Right-clicking on a document page background of a document or HTML service plan brings up an Internet Explorer menu. Selecting one of these menu options (including **Print** or **Print Preview**) will refresh the document screen and close the textbox. Edits made to the document are cleared. The **Save** and **Cancel Text** buttons continue to display if a textbox is still open.

**Workaround:** Do not use the right-click menu while working in a document or HTML service plan.

## October is national Cybersecurity Month

In conjunction with Cybersecurity Month, SSIS continues working with the counties and tribes to maintain a secure environment.

All computer devices that connect to the internet have the potential to interact with each other. This is not desirable in areas where there is data that needs to be protected, such as the SSIS data. SSIS periodically undertakes high-level penetration testing to discover any easy access for non-trusted parties.

When there are concerns, SSIS staff and SSIS and DHS Security Management work with the agencies to rectify these issues. This is an ongoing concern, as both SSIS and the agencies need to be flexible in their business models to maintain ongoing vitality and provide service to their users.

We thank the counties and tribes for their ongoing cooperation with security matters and are pleased to have a good working relationship. Please let us know if you or your colleagues need any additional information about cyber security. MN.IT Services offers [references and online resources](#) at this web link.

**Federal reporting data due by end of October: AFCARS, NYTD and ESEA**

Data from the October upload on October 31<sup>st</sup> is used for several federal reports, including:

- **AFCARS** (Adoption and Foster Care Analysis and Reporting System), all children in placement and those discharged from care with a finalized adoption.
- **NYTD** (National Youth in Transition Database), demographics of and services provided to older youth who have been in care and are transitioning to independence.
- **ESEA** (Elementary and Secondary Education Act), count of children ages 5-17 in placement during October and the attending school district. (ESEA school district data can be accepted through November.)

**Please check the NYTD data for changes to how the reporting period is selected and saved, as noted below:**

The MNYTD IL Services entry screen was updated in SSIS Release 12.3. The Federal Reporting Period “Start Year” and “Period” entry fields were changed to a “Federal Reporting Period” drop-down field (see below). This was done for clarity.

***Upload Update***

The next upload is due on Wednesday, October 31. This Repository upload is for the AFCARS and NYTD reporting period (April 1 – Sept. 30).

Additional October deadlines:

- 20<sup>th</sup> - Title IV-E Abstract Report due
- 30<sup>th</sup> - SEAGR due
- 30<sup>th</sup> - TCM CSR due

We believe it is likely that the wrong Federal Reporting Period was mistakenly selected for some youth due to the previous format of the entry field. Please review the following Federal Reporting Periods for accuracy:

- Oct 2010 – Mar 2011 (MNYTD IL Service Search for Federal Reporting Year: 2011, Period: October – March)
- Oct 2011 – Mar 2012 (MNYTD IL Service Search for Federal Reporting Year: 2012, Period: October – March)
- Oct 2012 – Mar 2013 (MNYTD IL Service Search for Federal Reporting Year: 2013, Period: October – March)

Verify that the youth received the IL Services reported for each Federal Reporting Period (especially October 2012 – March 2013). Correct the Federal Reporting Period selected on the MNYTD IL Service screen where necessary.

**Version 12.2:**

**New release 12.3:**

We apologize for any confusion or extra work this may create. If you have questions, please contact the SSIS Help Line ([dhs.ssishelp@state.mn.us](mailto:dhs.ssishelp@state.mn.us)) or one of the MNYTD buddies: [kimberly.lunz@state.mn.us](mailto:kimberly.lunz@state.mn.us), [shelly.britton@state.mn.us](mailto:shelly.britton@state.mn.us) or [kenny.christenson@state.mn.us](mailto:kenny.christenson@state.mn.us). Thank you!