

SSIS Partnership Group

November 7, 2012

Attendees: Gary Sprynczynatyk, Beth Holmgren, Jean Swanson-Broberg, Tom Kine, Dan Judd, Janelle White, Tom Patsy, Janet Nilsen, Michelle Miller, Linda Fitzgerald, George Borrell, Melinda Stefanski, Michelle Kemper, Abbie Willis, Michele Bennett, Ken Lewis, Thom Jones, Amy Lembcke, Nan Beman, Carrie Harney, Pam Selvig, Tom Henderson, Lisa Litchfield, and Cheri Ashfeld

Agenda Item	Discussions / Presentations	Handouts
<p>Call to Order</p> <p>SSIS Update <i>Introductions</i></p> <p><i>Mobile Application Update</i></p> <p>New County Outreach Program</p> <p>Technical Issues and Release Issues <i>(blended discussion)</i></p>	<p>Gary Sprynczynatyk (McLeod) welcomed attendees. Abbie Willis (Olmsted) introduced Carrie Harney, Olmsted’s SSIS technical trainer. Beth Holmgren introduced Amy Lembcke, the new SSIS policy coordinator, and Thom Jones, SSIS GUI development supervisor. Minutes from the August 22, 2012, meeting were approved with one correction.</p> <p>Beth Holmgren is waiting for final approval of the Statement of Work, so there is no vendor yet. She asked for volunteers to serve on the vendor selection committee. Five counties volunteered to pilot the mobile application; all are qualified. Pilot agencies will be named after the vendor is chosen.</p> <p>Nan Beman summarized sessions she has held with county and tribal managers and supervisors, training them to use reports and charting and analysis features. Now, Amy Lembcke will initiate hands-on discussions at agencies with individual units to promote use of their own data to improve practices. Nan and Amy will help agencies determine areas where they need help, and evaluate how a unit’s data may be used to spark investigation and thought for improved outcomes for families. The urgency for improvement is a looming January 2014 federal penalty if Minnesota’s re-entry rates do not decline. Nan and Amy believe that individualized, on-site discussions can make a positive impact.</p> <p>Partnership members’ comments included: Reports are underutilized; this is a great idea. Include mentors and coordinators in the conversations so there is consistency in how changes are applied. Integrate the dialogue with the county review (CFSR) schedule. Attend the upcoming MACSSA New Directors’ Training. Seek out agency evaluators, review local reports, and engage local agency report process in the discussions. Counties who would like to get on the schedule should contact amy.lembcke@state.mn.us or nan.beman@state.mn.us.</p> <p>Tom Kine differentiated between quarterly release scheduling issues and problems experienced with Version 12.3. Quarterly releases are designed to create a balanced workload, better planning, and more predictability since major developments are handled separately via a “branch” (e.g., SDM tools). Tom acknowledged that documents was so large and had such an impact on V12.3 that it should have been a branch. Document remediation <i>is</i> now a branch and any implementation will be delayed until Version 13.2.</p>	<p><i>Deepening Your Practice: Dialogues on Using Data</i></p>

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<p><i>Issues cont.</i></p> <p>Tabled topics: - MCO billing - Technology Committee</p>	<p>The Reported Problem by Release handout shows that the number of fixes dropped dramatically as SSIS transitioned to quarterly releases. The quarterly system is whittling down the backlog of requests. Partnership members pointed out that the chart does not take into account the severity of impact felt by county workers. They asked that agency-reported problems be weighted in the statistics.</p> <p>The next handout provided an individual release project plan for V12.4, V13.1, V13.2 and V13.3. Tom noted that quarterly releases create credibility and predictability, something lacking in SSIS's history of huge, delayed releases. (Note: This document is now posted on the top of the Release Notes web page.)</p> <p>2013 release dates take into account county schedules. Each release is planned for the last Monday or Tuesday of the month before a quarter end. Installation is sometimes delayed by one or two days. Dan Judd asked members if they preferred installation on Wednesday or Thursday of the scheduled week, or if it is better to move installation by one full week to the next Monday or Tuesday. The consensus was to move a full week so that workers could plan for the downtime.</p> <p>Tom summarized lessons learned with Version 12.3: Do county visits during pilot. Include a developer in each visit. Make changes in testing procedures. Install new Help Line tools, such as WebEx which is on order, so SSIS staff can see the agency worker's exact screen and avoid miscommunications. Test a fix release in select counties before statewide release.</p> <p>Partnership discussion focused on greater communication with agencies' IT staffs. One suggestion was to designate IT coordinators or mentors. Another was to have release notes sent earlier as a heads-up. Several noted that SSIS system requirements are often slowly communicated, misinterpreted, or delayed in lengthy budget cycles. Members all agreed that they simply want a commitment from SSIS managers that SSIS will withhold any release that is not ready for statewide installation.</p> <p>Lisa Litchfield distributed the Worker Advisory Group (WAG) roster. Regional representatives are seeking input for the initial SSIS Wish List, ideally by 11/15/12. Agency staff may contact their WAG regional/tribal representative directly. Lisa answered questions about Hennepin and Ramsey Counties' multiple representatives, saying they reflect the individual business units in these large counties. These two counties are each limited to a single vote in order to balance other region's representation. The roster and SSIS Wish List are posted on the new WAG web page.</p>	<p><i>Reported Problems by Release (email attachment)</i></p> <p><i>SSIS Release Project Plans</i></p> <p><i>2013 calendar</i></p> <p><i>WAG Roster</i></p> <p>Next Meeting: Wednesday, December 5, 2012 10:30 a.m.-noon</p>