

SSIS Mentor Meeting

May 25, 2005

Topic	Discussion	Action Item
Welcome	<p>Maureen welcomed all mentors.</p> <ul style="list-style-type: none"> ○ New mentors were introduced and clocks passed out. ○ The Mentor Program Advisory Committee's purpose was defined and committee members were introduced so that mentors learned who to talk with. 	
SSIS Update	<p>Beth Dewyre, Training Team Leader, reported these items of interest::</p> <ol style="list-style-type: none"> 1.) The Adult Services Feasibility Study will evaluate and make recommendations about expanding SSIS for Adult Services case management. 2.) AFCARS review is August 8-12, 2005. <ul style="list-style-type: none"> ○ Period of review 10/01/04-03/31/05 will use a weighted sample that includes placements from 1999 (conversion cases) that are still in placement or left and came back into placement. ○ 30 finalized adoption cases and 80 foster care cases ○ VPC on June 6 and 7, 2005. (Held) ○ This VPC will be taped, email Maureen if you want a copy. 3.) Training marketing. <ul style="list-style-type: none"> ○ NWT's Bjorn Basics course on June 13-14 will be held in Brainerd but CP Focus has been canceled. ○ Brainerd Biz Org and Adoption will be held—June 16th, 9 a.m.- noon 	<p>Contact Maureen if you want a copy of the AFCARS VPC training video</p>
SSIS Worker & Fiscal Presentation	<p>Sherry Donais and Mary Klinghagen described the relationship between SSIS Worker and SSIS Fiscal.</p> <ul style="list-style-type: none"> ○ August 2005 is anticipated as Pilot start. ○ January 2006 will be statewide release. ○ If you have questions, please contact the SSIS Help Line email. ○ Presented PowerPoint is on the Mentor meeting handout page as a live show or handout format. <p>They answered many questions about the process of transitioning from CSIS to SSIS Fiscal.</p>	<p>http://www.dhs.state.mn.us/main/groups/county_access/documents/pub/DHS_id_000423.hcsp</p>
Business Organization Training	<p>Beth D. presented another Business Organization training. Because there are questions around this module, more information may be added to the web.</p>	

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Shared Master Index (SMI)	<p>Jennifer Trombley presented a concise and informational PowerPoint on SMI. She talked about the stages of implementation and how county workers might be involved. For the most part it will be transparent to county workers.</p> <ul style="list-style-type: none"> ○ SMI committee is talking about possibly having secure email for everyone if counties want it so that workers can share client information and communicate with clients. ○ There may be new site for information, e.g., County Link—MAXIS POLI TEMP. ○ There could be a Bulletin Board to communicate to other staff ○ The PowerPoint was added to the web handouts page. 	Posted 6/14/05
Fiscal Training Survey	<p>The quickly-completed Fiscal Training Survey showed that counties want many workers trained. Because of the shortage of trainers at this time, SSIS will use a Train the Trainer format. The schedule being released has these options for training:</p> <ul style="list-style-type: none"> ● SSIS Basic Navigation for Fiscal Staff—One day training—beginning in September 2005 ● SSIS Fiscal for Social Worker staff—One day training—beginning in November 2005 ● SSIS Fiscal for County Accounting Staff—Two day class—held in November and December of 2005 ● Additional Fiscal Training for Accounting staff in January, 2006. <p>Beth also stated that initially counties would be limited to registering only two mentors or trainers. SSIS will ensure that all counties who want training get signed up. Once the registration is complete, counties may add more staff to fill available seats.</p> <p>SSIS realizes that this will be a challenging time and will do the best it can to accommodate as many trainings as possible.</p>	
COA Implementation	<p>Beth showed the progress of the approximately 20 counties who have completed their COA implementation. Contact the Help Line for assistance on COA Initial Load. If you are a custom county, contact SSIS.Fiscal@state.mn.us with a copy of your files for review prior to running the Initial Load.</p>	
Next Meeting	<p>August 23, 2005—Holiday Inn in St. Cloud.</p>	Agenda will be posted by July 22, 2005