

SSIS Mentor Meeting Minutes

October 19, 2005

Topic	Discussion	Action Item
<p>Mentoring 101</p> <p>Early bird session</p> <p>8:00am-8:30am</p>	<p>Maureen presented a Power Point that identified the roles and benefits of being an:</p> <ul style="list-style-type: none"> • SSIS County Coordinator • SSIS Primary and Alternate Worker mentor • SSIS Mentor Program Coordinator <p>The important functions of these roles are to listen to staff and deliver accurate information and compassionate and empowering service.</p>	
<p>Welcome</p>	<p>Maureen welcomed all mentors and introduced the presenters.</p> <p>Clocks were handed out to new mentors. If you have not gotten your clock for being a worker mentor, please contact Maureen.</p> <p>The MPAC meeting raised questions and issues that will be forwarded to county mentors in the minutes. MPAC meeting minutes must be sent by MPAC members to designated mentors in each county. It is the mentors' responsibility to disseminate to other staff when necessary. The designated mentors and regional contacts are included in the PDF document to the right.</p>	<p>maureen.zinda@state.mn.us</p>
<p>SSIS Update</p>	<p>Beth Dewyre, SSIS Training Team Leader, introduced Version 3.9, a new version coming out in mid-November. It will include the following:</p> <ul style="list-style-type: none"> • Substance involvement • AFCARS changes • IV-E reimbursability information. <p>Beth reminded mentors of the two AFCARS errors that have been causing confusion.</p> <p style="padding-left: 40px;">4025 Error—Attending School District—This information is added to the Placement screen for the school the child is attending.</p> <p style="padding-left: 40px;">4035 Error—Provider School District—This information is added to the Foster Care/Day Care tab on the provider/Bus Org screen. This is the school district where the foster parent resides.</p> <p>The ESEA (State School report) will be taken from counties' November upload that is due by November 30th.</p> <p>Beth also talked about a discussion at Partnership Group today. There will be more information about Version 4.0 coming out in the near future via Project Update and Fiscal Flyer.</p>	<p>Project Update # 201 dated Oct. 28, 2005.</p>

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AFCARS update	Nan Beman presented a PowerPoint regarding preliminary information from the Federal AFCARS review. Please print the PowerPoint handout for information which may be shared with the counties.	Handout on the Worker mentor meeting information page. http://www.dhs.state.mn.us/main/groups/county_access/documents/pub/dhs_id_052880.ppt
Substance Involvement	<p>SSIS responded to county requests and developed screens that allow counties to track methamphetamine and other substance involvement by clients. Beth Sahr, SSIS trainer, demonstrated the easy screen navigation and stated that there were no business rules about this screen. Counties can determine who has access and can complete it, and what should be stated.</p> <p>This screen does not take the place of diagnostics for Chemical Health issues. This screen is only a place to document information that a social worker has identified in the course of case management.</p> <p>A number of enhancement requests were noted and brought to SSIS for consideration before the Version 3.9 release.</p>	<p>DHS determined that collecting data on methamphetamine and four other substances would be required due to the need for accurate data statewide on these substances. (See Project Update #203--11/23/05).</p> <p>http://www.dhs.state.mn.us/main/groups/county_access/documents/pub/dhs_id_053518.pdf</p> <p>Enhancements that were approved:</p> <ol style="list-style-type: none"> 1.)Beginning and end dates added 2.)Selling added as a choice 3.)Signed on user will default as the author
Security Administration	<p>Beth Dewyre gave a detailed training on this application and how it will be different in Version 4.0. Handouts are available on the web. New functions for Version 4.0 were discussed. County worker mentors will be responsible for meeting with county Fiscal mentors to discuss how this information will be shared and functions identified for county staff prior to the release of Version 4.0.</p> <p>There may be a review of this information closer to release but it was presented now so that counties could be ready to enter information as soon as they receive the release in 2006.</p>	

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Close	Next Worker mentor meeting will be held on January 10, 2006 at the Holiday Inn. The next Fiscal mentor meeting will be on January 11, 2006 at Little Falls until further notice.	Watch Project Update for the dates, times and places for these meetings.