

**Data Sharing & Mapping Committee**  
**Commission on Improving the Status of Children in Indiana**  
**November 17, 2021, 9am-10am**  
**Location: Virtual Microsoft Teams Meeting**  
**Minutes**

Welcome and attendees: Julie Whitman, Lisa Thompson, Christine Reynolds, Tamara Weaver, Wendy Harrold, Tyler Brown, Josie Fasoldt, Alicia Kielmovitch, Olga Volokhaova, Macey Shambery, Mary DePrez, Corajean Medina

- Celebrate the Info Sharing Guide
  - First full-scale update completed this fall
  - What went well through the process?
    - Having a full-time person to move the update process along
    - Having organizational tools and communication strategies
    - Utilizing the spreadsheet made for future updates
    - Utilizing the communication drafts that Rajen sent previously
    - Secure a full-time person who's responsible for this project. Ideally someone well organized, diligent, and forward thinking.
    - Make it as easy as possible for agency attorneys to share their contributions; simple and direct format.
    - Remind key players of the Memorandum of Understanding to set up future updates. Laying the groundwork for future updates to set the trajectory for future updates.
    - In addition to making it easy for agency attorneys and external partners to contribute, show them the value of working on this project. Generate the moral or value-based buy-in.
  - What are the opportunities moving forward?
    - Having the CISC Communications Committee work on an awareness campaign for the tool.
    - Update attorneys on the successful update and thank them.
    - Reporting the analytics of the app including metrics for new users, the platforms used (iOS v. Android), and interactions within the platform. Continue to analyze these metrics as more messaging goes out to market the platform.
    - Will there be enough work for a full-time summer legal intern?
    - Will updates be released on an annual basis?
    - Could roll out updates in pieces by identifying what content needs to be updated and what is still relevant. If the update includes adding a record requestor, that will be a larger lift. We will only know this through feedback of those using the platform. Should request feedback from the agencies and testimonies from those who've used the platform. Additionally, evaluate who is using the platform and what they are using the platform for. This would help inform an update strategy.
    - Potential to survey users in the future for evaluation.
  - Any potential challenges we should discuss?
    - Timeline. How might we breakdown this project into smaller tasks? How do we ensure we're being realistic with what we can accomplish and when we can accomplish it?

- Create a process that includes updates and built-in evaluation and reflection. Gauge the user experience and product quality prior to the next update.
    - During legislative session, if there's a bill that will impact content in the Guide, use that knowledge to target what content should be updated.
- Update on Vulnerable Youth Dashboard
  - Funding from the project through the USDOE through the longitudinal study grant. IDOE has shared the funding from the grant. MPH has pulled in data scientists and BI workers.
  - Discussing outcomes in this dashboard.
  - Comprehensive list of what MPH has access to now and what will need to be requested from other agencies. Project charters for sign off from agencies for MPH to use the data that they have.
  - Wireframe created- breaks out the questions that the dashboard will answer; assessing historical data and piecing together that info.
  - A next step is making request from the agencies for ingestion.
  - Working internally at MPH on a project plan to then communicate more in the future of where we are with this project.
  - How can the committee support this work?
    - MPH has the outcomes data matched and linked
    - Support on making sure we have the right items.
    - How can we get a full robust list of what should be included from FSSA?
    - Wendy can contact some FSSA teams for data, and can reach out to DMHA
    - Tyler to set-up time with Lisa to start conversations with DCS
    - Ensure the project charter with DCS is finalized.
    - Note: Could have some overlap with the DOE homeless data
    - Note: DOE and DCS are working on another project that could potentially duplicate some of the work in the Vulnerable Youth dashboard
- Membership
  - Anyone the committee should invite to join this committee?
    - Representative from the health department
      - Josie will reach out to Bob Davis (CDO at IDOH) to see who he thinks could be connected to this committee
    - Representative from DOE
      - Jeff Milkey is part of the committee but could potentially recommend someone else who can attend the meetings more frequently.
      - Julie agrees with this
    - Is there a representative from FSSA's Connor Norwood team (the data side)
      - Wendy believe this would be helpful and will ask around for who could be a good fit for this.
    - Nail down a representative from the Department of Correction
      - Someone could reach out to the current member to remind them that they can attend meetings, or to send someone else.
      - Alicia will reach out to this partner.

