

SLDS GOVERNING BOARD

**Mississippi Manufacturers Association
720 N President St.
Jackson, MS**

**MINUTES
May 17, 2016**

In Attendance:

Mr. Jay C. Moon, Chair, President and CEO, Mississippi Manufacturers Association
Mr. John Davis, Executive Director, Mississippi Department of Human Services
Dr. Andrea Mayfield, Executive Director, Mississippi Community College Board
Ms. Audrey McAfee, Management Information Systems Director, Mississippi Department of Corrections
Mr. Pete Walley, Analyst, Mississippi Institutions of Higher Learning
Mr. Dick Johnson, Systems Manager, Mississippi State Department of Health
Mr. Mark Henry, Executive Director, Mississippi Department of Employment Security
Mr. Todd Ivey, Chief Operating Officer, Mississippi Department of Education
Mr. Mike McGrevey, Deputy Executive Director, Mississippi Development Authority

A list of others present who signed the attendance roster is on file.

Call to Order: Chair Moon called the meeting to order at 10:07 a.m.

Chair Moon turned the board's attention to reviewing the minutes from the April 13, 2015, board meeting and the July 22, 2015, teleconference meeting. Mike McGrevey motioned to accept the minutes from April 13, 2015. Dr. Andrea Mayfield seconded the motion. The board unanimously approved the motion. McGrevey motioned to accept the minutes from July 22, 2015. Dr. Mayfield seconded the motion. The board unanimously approved the motion.

Chair Moon raised the question of whether the board should have regularly scheduled meetings on certain dates. Dr. Mayfield said this idea would help her tremendously because she can build her schedule around the set meetings. Chair Moon said he will have dates sent out to board members for consideration.

Chair Moon said it would be a good idea to get testimonials from people who request LifeTracks reports. He said it is important to show the value of this program to the state.

Chair Moon opened discussion on standing requests, which cover aggregated data, often for federal reporting. He asked Dr. Steve Grice, deputy executive director of NSPARC, to speak about standing requests from three agencies. Dr. Grice said these requests tend to be annual. He said the listed requests from IHL, MCCB, and MDE would involve reports that would happen for several years. Dr. Mimmo Parisi, executive director of NSPARC, suggested adding the TANF caseload report for MDHS to the list of standing requests. He said NSPARC already does this report every year. John Davis confirmed that this report, which goes to the federal government, has been done for years.

Chair Moon asked if any of the members of the agencies with standing requests would like to speak. Dick Johnson motioned to approve the list of standing requests, including the addition of the TANF caseload report for MDHS. Audrey McAfee seconded the motion. The board unanimously approved the motion.

McAfee asked if any of the reports from the standing requests would be available. Dr. Parisi said the ad-hoc reports are available on the LifeTracks site. Chair Moon said one could ask the specific agency for the standing request report. Mark Henry asked what if someone wants to see such a report but does not know when the report is completed or when to inquire about the report? Johnson asked if there could be a notification on the LifeTracks site about when standing request reports are completed. Mayfield said if board members could be notified about completed standing requests via email, the reports would not have to be put on the site. Chair Moon said for any standing-request report that is done under SLDS, an email will be sent to the board when the report is complete. Chair Moon asked NSPARC to identify the major agency for each standing-request report.

Chair Moon opened discussion on the state data clearinghouse. Dr. Michael Taquino, deputy executive director of NSPARC, reported that 2015 state-level data are ready for partner review. He noted that the LifeTracks public web portal has data through 2014, and by mid-June, the 2015 update should be ready for the public portal. Dr. Taquino also reported that the site is going to be a lot quicker than it was and will be more flexible for new pieces to be added.

Chair Moon asked Dr. Grice about the number of LifeTracks report requests. Dr. Grice said the system is currently averaging about two requests each month, but system usage is rising. Chair Moon also pointed out the board itself can make an ad-hoc request.

Chair Moon steered board discussion toward the Research Review and Standards Committee (RRSC). He said there was a motion to include a representative of MDE on the committee during the board meeting on July 22, 2015. Dr. Grice said Dr. J.P. Beaudoin was named as the candidate. He said Dr. Beaudoin has a national reputation as a scholar and statistician. Todd Ivey said Dr. Beaudoin serves as the chief of research and development at MDE. Dr. Grice said the addition of Dr. Beaudoin would give the committee one rep from MDE, one from community colleges, and four from IHL. Dr. Mayfield motioned to appoint Dr. Beaudoin to the committee. Johnson seconded the motion. The board unanimously approved the motion.

Board attorney Leigh Janous suggested amending the earlier motion to accept the teleconference minutes. She said the teleconference minutes need the five-day notice of the meeting attached to the document. Chair Moon affirmed her suggestion.

Adjournment: Chair Moon adjourned the meeting at 11:09 a.m.