

## Utah Data Research Center Advisory Board Meeting - Minutes

Tuesday, February 13, 2018

12:30 p.m. to 1:30 p.m.

1385 S State St, Room 157A – Salt Lake City

**Board:** Carrie Mayne, Kimberly Henrie, Marc Babitz

**Excused:** Dave Woolstenhulme, Scott Jones

**Staff Support:** Gail Tilson

**Attendees:** Jeremias Solari, Collin Peterson, Allison Stapleton, Natalie Torosyan, Whitney Phillips, Bethany Hyatt, Zachary Barrus

AGENDA	DISCUSSION	RECOMMENDATIONS/ACTION
Welcome	Welcome and Introductions – Carrie Mayne, Board	
Approve Minutes	Motion carried to approve minutes.	Minutes were approved.
MOU/Governance Update	Governance Document: Feedback has been implemented and the next step is to send it out. Carrie will send the MOU out individually with changes.	Please circulate within your group. Get MOU to the point of signatures.
P20 Update	Provided an update to the committee regarding the progress of the P20 Metrics. These updates included the completion of the initial meetings to define the variables (business and technical). Kimberly Henrie requested a “common definition document.” Informed Kimberly that we were aligned and work had already commenced.	Next step is to receive the data and work with the SME from each agency to construct the metrics.

AGENDA	DISCUSSION	RECOMMENDATIONS/ACTION
<p>Rules</p> <p>Data Communications Specialist</p> <p>Technical Update            -Exportable            -Architectural Design            -Website</p>	<p>We are in the comment period and we want to hear from agencies and researchers.</p> <p>This will be the contact person your agency's researchers will be working with.</p> <p>UDRC has transferred data onto the servers. We are 99% there.            We are working on the import application for architectural design.            Three months to completion on the website.</p> <p>Next meeting: Tuesday, April 10, 2018 at 1:00 p.m.</p> <p>Meeting adjourned.</p>	<p>We are requesting feedback on how we handle requests coming in.</p> <p>Interviews will be held next week.</p> <p>We are one month away from testing. Completion should be in late May.</p>