

# Utah Data Research Center Advisory Board Meeting - Minutes

Tuesday, June 12, 2018

1:00 p.m.

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

**Board:** Carrie Mayne, Marc Babitz

**Excused:** Kimberly Henrie and Scott Jones

**Staff Support:** Gail Tilson

**Attendees:** Jeremias Solari, Collin Peterson, Allison Stapleton, Zachary Barrus, Wu Xu, David Sallay, Skylar Scott, Maddy Oritt, Joseph Curtin, Navina Forsythe

AGENDA	DISCUSSION	RECOMMENDATIONS/ACTION
Welcome	Welcome and Introductions – Carrie Mayne, Board	
Approve Minutes	Motion carried to approve minutes.	Minutes were approved.
MOU Update	The MOU has been finalized. Our contracts people should have sent copies back to each agency or partner. Good job, thank you.	DOH, we are still reviewing the proposals you've sent over.
P20 Update	We are waiting on confirmation from all 3 agencies. We are going to be presenting the definitions in the August 2018 USB board meeting. On June 26 <sup>th</sup> we will be presenting to the Education Interim Committee the first draft of the metrics we have visualized thus far (about 11 metrics).	We need a confirmation email from each agency saying they approve the update.  We will double-check this date (June 26 <sup>th</sup> ) since a question arose concerning it. This will be a Tableau-based

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<p>Data Communications Specialist</p> <p>Technical Update</p>	<p>Skylar Scott has been hired for this position and he began working on May 7, 2018.</p> <p>We will be meeting with your technology individuals to update version 1.2. Core completion for UDRC by late June. Data: Receive, import, identify, match, and land it in our researchers' data base.</p> <p>Test core system with live data. The core system will allow our internal researchers to do their work.</p> <p>Calibrate our system to make sure information is correct.</p> <p>Website Phase II: We are working to construct the requirements for Phase II. Work will begin in July and go for approximately 6 months. Phase II will allow outside researchers to submit applications to access the UDRC data and our team will make determinations on these applications. The website completion will allow outside researchers to do their work.</p> <p>Next meeting: Gail will send out a Doodle Poll.</p> <p>Meeting adjourned.</p>	<p>dashboard.</p> <p>Skylar will be working on visualizations, narratives, reports, etc. He will also be the point of contact for external researchers.</p> <p>Edits to SQL statement need to be completed.</p> <p>Modules should be completed by late June.</p>