

Minutes for Agency Administrators Call
September 4, 2019

Attendees: Jon Benjamin, Kristen Vaughn, Ciara Alvarez, Janet Kosmicki, Ana Wheeler, Tammy Jeffs, Sara Frias, Bonnie Beckstrom, Krista Heineman, Kay Wissmann

Tammy had a question about using minors as Head of Household and errors produced by the CSBG data quality report. Ciara stated, she does put minors when they are running the Opportunity Passport program. This program only works with juveniles, and they have no choice but to put the minor as Head of Household. The group discussed how this puts errors on the data quality report, Jon will fix the data quality report, and they will get warnings instead of errors on the report.

October is quickly approaching, and Jon would like to know what reports the agencies need. Jon will send out the NPI report to each agency by Thursday or possibly Friday. Each agency needs to review the reports and propose any changes by September 20, 2019. The system administrators group will review all proposed changes. If there are any other reports specific to an agency that needs to be run, please let Jon know as soon as possible. Hopefully, this will lower the stress level during October

Level of Education Changes- CCFL is having other providers change Education levels, race-ethnicity, etc. The changes in data from other providers have the possibility of distorting CSBG data. The group deliberated on whether some questions should be on both the Nebraska Universal and the CSBG assessment. The benefit would be the questions could not be changed, and the CSBG data would remain undistorted. The downside more data entry. The group decided having the same question on the CSBG assessment would be better. Starting October 1, 2019, the Education level question will also be on the CSBG assessment. Race and Ethnicity will continue to be a shared question and taken from the Nebraska Universal. If anyone notices the same problem with other data please let Jon know.

Several Group members questioned the new software implementation; however, the date is unknown.