

NATIONAL STATE DATA CENTER STEERING COMMITTEE

Bob Coats (NC), *Chair*
Gregg Bell (AL), *Co-Chair*
Mallory Bateman (UT), *Co-Secretary*
Jennifer Shultz (PA), *Co-Secretary*

*Representing a Network of 1,800
State Data Centers and Affiliates Nationwide*

Mary Craigle (MT)
Erica Gardner (WA)
Michael Moser (VT)
Suzan Reagan (NM)
Pam Schenker (FL)

We Bring Value-Added Census Data and Education to the User

State Data Center (SDC) Steering Committee Meeting, June 9 & 10, 2020

State Data Center Steering Committee	Customer Liaison and Marketing Services Office (CLMSO):	Census Information Centers (CIC) Steering Committee
<i>Bob Coats (NC)</i> <i>Gregg Bell (AL)</i> <i>Mallory Bateman (UT)</i> <i>Jennifer Shultz (PA)</i>	<i>Mary Craigle (MT)</i> <i>Erica Gardner (WA)</i> <i>Michael Moser (VT)</i> <i>Suzan Reagan (NM)</i> <i>Pam Schenker (FL)</i>	<i>Toni Hall</i> <i>Todd Webb</i> <i>Barbara LaFleur</i> <i>Brittany Pritchett</i> <i>Termirah Brinkley</i> <i>Samantha Proctor</i>

The purpose of the two day virtual steering committee meeting was to prepare for the upcoming State Data Centers and Census Information Centers & Data Dissemination & Training Branch Virtual Annual Meeting that will be held from June 16th - 18th. The topics below were discussed to prepare both the steering committee and DUB for the meeting, the business meeting, including possible network questions and concerns

June 9, 2020

- Overview of expectations for the two day meeting
 - Communication is key to success for both the steering committee and CLMSO, DUB
 - From the Steering Committee –
 - How can the steering committee steer the network?
 - How can we work best with the Bureau?
 - From the Bureau (CLMSO, DUB) –
 - How can they steer the network?
 - How can they work best with the steering committee and leads?
- CLMSO, DUB structure and leadership
 - Leland Todd Webb
 - Todd will be taking a new position within the Census Bureau after the annual meeting
 - His current position has already been posted
 - He was asked if he had any advice or tips or thoughts for the Steering Committee to assist his replacement in this transitional time.
 - The Steering Committee overall has been supportive and helpful. Todd came to DUB with no background on network missions and interaction between networks and DUB. Any opportunities to help provide context and history for new person would be useful.
 - He was also asked if the SDC program / network is known of within the Census Bureau
 - New position will be specific to DUB and have clearer outline of roles. Before DUB, Todd was aware of both the SDC and CIC network, but didn't have a clear understanding of

what the partners do. Within Census, people in demographics probably have a better idea of the networks. Marketing the networks internally is definitely one of Lakiva's goals for the position.

- **Boot Camp**
 - Boot camps are held to help train new leads. These sessions are typically the day prior to the annual meeting and conducted by the steering committee with assistance by CLMSO DUB.
 - Due to the infrequency of these training sessions and the turn-over experienced by the program leads, the steering committee is looking at ways of restructuring these sessions
 - Utilize new digital options
 - New welcome packet available soon
 - Mentoring program
 - Information vide3os prepared with the assistance of the Bureau
 - Topics available through Census Academy
 - Need to have a standing monthly steering meeting call agenda item – New or anticipated changes in leads

- **Annual Report**
 - The current report collects information from leads; where leads information includes their network.
 - Does not include network-wide efforts or initiatives
 - Does not include steering committee outreach; website; etc.
 - The steering committee should prepare something to be added to the report or create a supplemental report
 - Annual report has historically been more focused on quantitative than qualitative, which loses some of the work of the network
 - CIC is doing a “highlight reel” to show their work to the Census Bureau.
 - This could be done as a peer-to-peer request

- **Memorandum of Agreement (MOA)**
 - The MOA was reviewed and discussed at the steering committee's October 2019 in-person meeting
 - The new MOA is currently being circulated through the channels at CLMSO, then to the attorney, Commerce, OPB and beyond to get it finalized.
 - The MOA is accompanied by a changes document, justifying the changes to the MOA.
 - In the past, review process ran 8-12 weeks
 - It will be a 5-year document, with opportunity to amend/adjust as needed.
 - No further action is needed by the steering committee.
 - It was suggested that the steering committee prepare a “legal prep” or “history” document to explain to leads what the MOA is and provide some historical context. Bob and Mary will take the lead on preparing this cover sheet document.

- **By-Laws**
 - Previously it was suggested to have a regular review of the by-laws. It has been almost 3-years since the last adopted by-law revision (current version was effective October 1, 2017).
 - The last review was conducted by a group including steering committee members (3) and non-steering committee members (4).
 - Announcement will be made of by-law review committee next week at the annual meeting and then also on the listserv
 - Pam and Gregg will represent the steering committee on this review

- **SNAP, TANF, and WIC data**

- The Census Bureau has been working through the SDCs to connect with HHS in each state to obtain SNAP, TANF, and WIC data.
- These data are being used by the Bureau to fill-in gaps in the Citizenship File that is being created as a supplemental block-level redistricting file
- The steering committee requested that Bureau staff be present to answer possible questions that may arise over the use of these data
- 2020 Recaps / Lessons Learned
 - The steering committee suggested that this be done after 2020
 - Does the Bureau’s management plan include any outreach to networks to see what worked/didn’t work/communication issues.
 - Putting it on the radar early would be good
 - If the steering committee can give guidance to the network regarding the most useable format/type of feedback, that would be helpful
- Other topics that were discussed
 - 2020 Operations – Homeless count, rural addressing and operations, interactions with Tribal areas, NRFU, Update Leave, non-ID response, 6th mailing
 - What is the drop-dead date for the delayed 2020 deliverables? If the Bureau’s deadlines are extended what is the timeline with Differential Privacy (DP) files?
 - What is the implementation of DP across the Bureau?
 - Overview of COVID planning for operations
 - Requested to receive 2020 part-time hires by state, instead of by region
 - Barb is working to see if this information is available for the SDCs
 - There are issues with Update/Leave responses showing up on the Response Rate map

End of Day 1 at 4:30 pm

June 10, 2020

- Discussion / Recommendation about Monthly Regional Calls
 - Calls will be scheduled through September – should this be extended?
 - Most states participate in the calls
 - CLMSO will ask CPEP how they think the calls are going – if they see value in the calls
 - Discuss these calls during the SDC business meeting
 - The FSCPE’s are invited to the calls
 - Is there a complete list of CCC events?
 - Some are highlighted on the calls
 - States can promote events if they are aware of them and have details
 - The data in the CCC visualization tool is incomplete / data is missing
 - There does not appear to be follow-up (responses) to questions asked on the calls
 - DUB thought that answers to questions should be provided in the digest
 - How can the calls be improved?
 - Have state partnership specialist coordinators on the call
 - Provide updates on hiring/recruiting
 - Provide question responses to all network members – the digest should contain these
 - How can we provide feedback during the call
- Feedback for Annual Meeting – from network

- Communication Issues
- For next year’s meeting – a discussion of what worked and what needs improvement for the 2030 Census
- Differential Privacy update – get answers from speakers and follow up with network if not enough time during meeting
 - There may be some frustration on the implementation of differential privacy, however the focus should be on:
 - Concerns on how it is implemented
 - How can we work with the Bureau to make the best products
 - How will information be conveyed to those involved in Redistricting
 - What will be available and when - update to data product schedule
 - When will DP be applied to the ACS – what are the immediate impacts of DP on ACS
 - How best to provide feedback
 - It is difficult to provide meaningful feedback on DP metrics because the Census is several steps ahead
 - Metrics show improvements compared to demonstration product, are there metrics comparing the results of the sprints
- Data.census.gov
 - Challenging for those new to it/new to the network
 - There was a recent webinar on this topic and some planned for the future
 - KaNin will give an introduction to the new Micro Data Analysis tool (MDAT)
 - A more detailed webinar will be scheduled later in June for MDAT
 - KaNin can do specialized webinars for states with specific examples
 - Future trainings would probably be most beneficial for walking through various functionalities
 - Remind people that webinars are available to network partners – staff is happy to do them and customize the training to the specific audience
 - Produce a train-the-trainer webinar and record it/post it on the Clearinghouse site after the meeting
 - Maybe create a ‘train-the-trainer’ module so SDCs can take the lead in running these more localized trainings
- Discussion of programs that SDCs assist the Bureau with
 - BAS
 - PSAP
 - Building permits, etc
 - Due to COVID-19, what are the timeline adjustments to Redistricting, MSAs, CQR, PUMAS
 - Possibly develop a webinar on what happens after the data collection is complete and expectations of SDC’s – this information should come from the Bureau. More experienced SDCs can also participate
 - This could be a boot camp topic – also include resources/ data gems
- Communication Issues / Concerns
 - We have heard conflicting information from various Census staff – is this a topic for the “what worked / what needs improved discussion”?
 - From earlier monthly calls discussion
 - SDCs are encouraged to ask questions, but do not always get answers
 - There is also no follow up when front line Census staff are unable to answer questions when they come up
 - We are not getting as much information from the Regional Offices as we did in the past
 - A possible suggestion is establishing a communications person(s) during decennial to coordinate and provide information to partners

- CLMSO, DUB needs to market the SDC program internally
- It is important to understand how Census priorities have changed and how the SDCs can help
- A list of questions that are asked during the Q&A sessions can be provided to managers for authoritative response to the network. They could also be invited to Steering Committee calls
- It was suggested that presenters mention the value of the SDC partnership and what can we do to help them
- With 2017 Economic Census data rolling out – a state-by-state roll out schedule would be helpful
 - The 30 day link was provided after the call
 - https://www.census.gov/content/dam/Census/programs-surveys/economic-census/06-01-20_UpcomingReleases.xlsx
- It was discussed that an update on various Census decennial-related programs would be useful (Count Review, PSAP, BAS, LUCA)

- SDC/CIC collaboration session
 - Collaborated on the DAS letter, we have a liaison to each other's calls
 - Are there opportunities to help each other access and utilize the data
 - What products/tools are the CICs developing – presentations from individual SDCs/CICs – we should reach out to the network.
 - Reached out to Kevin Iverson in ND and the CUNY group in NY to present during this session

- Business Meeting
 - Gustafson Award
 - Annual Report
 - 11 states who haven't submitted their Annual Reports that they need to submit
 - By-laws subcommittee ask for volunteers to work with Pam and Greg
 - MOA status and timeline
 - Boot-camp resources – please provide any material that should be added
 - COVID virtual work/meetings discussion – we will highlight this in the reminder email so network members are prepared to share
 - Report on Steering Committee activities
 - Census can help set up WebEx and bridge phone line for Census speakers at SDC meetings if the SDC does not have resources
 - Open up to feedback from network

- Handouts
 - Plan is to get slideshows / handouts out to everyone in advance
 - Dependent upon speakers sending in their presentations

Call ended at 4:25 pm