

CONNECTIONS Management Reporting Workgroup OCFS Data Warehouse

Purpose

The purpose of this workgroup will be to provide input to support development of CFSR PIP (Child and Family Services Review Program Improvement Plan) performance measures; identify data needs from the Case Management System as phases are rolled out and define information needs from the services-related systems; etc. The primary goal of the Data Warehouse continues to be to provide information that assists managers, planners and supervisors with the reports and data that best serves their needs for strategic planning purposes.

Structure

- **Number and Types of Participants Required**

A maximum of twenty-five participants are solicited for this workgroup. Members best suited to participate should have program background and have a planning aspect to their responsibilities. These representatives may delegate someone else in their organization to be the actual users of the Data Warehouse but the representatives themselves must be aware of the scope and value of the information at their disposal that can aid them in meeting their goals and objectives. The group will reflect all of the user communities by including representatives from both large and small local districts, regional offices and Voluntary Agencies.

- **Method**

The Data Warehouse and Management Information staff will prepare a summary of available reports. State staff will guide discussions to obtain input on what enhancements would be helpful to existing reports and review proposals for new reports and catalogues. There will also be a focus on identifying performance measures as they relate to the various CFSR PIP strategies. Recommendations for modifying the training program, User manuals, the website and other suggestions for increased understanding of the Data Warehouse contents will be discussed.

- **Frequency of Meetings - This is our prediction of the time commitment.**

It is anticipated that there would be quarterly meetings (various telecommunication options are being explored). Two of the quarterly meetings would be a one-day session and the other two quarterly sessions would be two-day meetings. Participants may be contacted in between these structured meetings for input and updates to work in progress.

- **Decision Making/Role of the Group**

- Participants will be asked to represent their local district or voluntary agencies and be empowered to make decisions within the workgroup.
- Participants will be asked to share the progress of the workgroup with their colleagues.

- **Locations of Meetings:** Some meetings will be held in Albany; others will be tele-meetings.

- **Costs:** Travel expenses will be reimbursed by OCFS according to state requirements and allowances.

**CONNECTIONS Management Reporting Workgroup
(OCFS Data Warehouse)
Response Form**

Agency/District:

Name:

Title:

Program Area:

Please e-mail the completed form to Lillian Denton. Forms may also be faxed to the attention of Lillian Denton at (518) 474-4208. Questions regarding the workgroup should be directed to Lillian at (518) 474-6947.