# Florida Children and Youth Cabinet

Technology Workgroup

# January 12, 2018

# 3:00 p.m. - 5:00 p.m. EST

Department of Children and Families

Building 1, Room 132

1317 Winewood Blvd., Tallahassee, FL 32399

**Join by Phone: 1-888-670-3525; Conference ID: 450-816-1561**

# Meeting Summary

# *Note: The following is a summary of the highlights of the proceedings and is not intended to be construed as a transcript. To obtain meeting materials, please visit www.flgov.com/childrens- cabinet.*

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**Attendance Summary**

**Florida Children and Youth Cabinet Technology Workgroup members in attendance**:

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| * Victoria Zepp, Chair of Technology Workgroup
* Joe Vastola, Department of Children and Families
* Joe Wright, Department of Health
 | * Melanie May, Office of Early Learning
* Greg Ramsey, Guardian ad Litem
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| * Andre Smith, Department of Education
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**Member Representatives via Phone**:

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| * Fred Knapp, Agency for State Technology
* Norin Dollard, USF
* Bob Lange, Agency for State Technology
* Sandy Neidert, Office of State Courts Administrator
 | * Steve Davis, Agency for Persons with Disabilities
* Scott Jecko, Agency for State Technology
* Jennifer, USF Systems Grant
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**Staff in attendance**:

Meeting Start Time: 3:03 p.m.

Meeting End Time: 4:45 p.m.

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| * Lindsey Zander, Executive Director
* Brian Menard, Gubernatorial Fellow
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**Call to Order and Welcome**

## Chair Victoria Zepp called the Florida Children and Youth Cabinet (CYC) Technology Workgroup (Workgroup) meeting to order and welcomed everyone in attendance.

Chair Zepp provided a recap of the CYC Tech Workgroup meeting held on Friday, December 8, 2017. Key takeaways from the meeting included the presentation on Broward Pilot Program by Sue Gallagher and the importance of identifying guidelines for data sharing across agencies.

Chair Zepp mentioned that she will be attending a summit from January 23-25th, 2018 to present on the progress of the Cabinet. She mentioned that Florida’s Cabinet is the only cabinet in the country partnering with local agencies to develop data sharing agreements.

**Technology Liaisons**

Chair Zepp and Lindsey Zander reviewed the list of Technology Workgroup liaisons per agency. Workgroup members sought to identify who the primary contacts are for each agency, along to potential research liaisons as additional contacts.

**Action Item #1**: Chair Zepp asked each member to identify which person in their agency might serve as a research liaison.

Joe Vastola, Chief Information Officer at DCF, introduced himself to the group as a returning partner of the Cabinet and a new member of the Technology Workgroup. He stated that it is nice to be back in a supporting role for the Cabinet.

Melanie mentioned that she may be hiring a new data manager for OEL to replace her on the Workgroup. This new liaison will be introduced to the group once they are identified.

# **Summary of Technology Initiatives**

Chair Zepp recommended that providing summaries of each agency’s respective technological progress towards fulfilling the CYC’s three initiatives be tabled to the next meeting. The Workgroup discussed the growth of the Cabinet in the last few years under Cabinet Chair Wansley Walters’ leadership. In the past, some initiatives lost momentum and direction

**Next Steps**

Joe responded that DCF has implemented a master client list, which utilizes unique identifiers for the people it serves. Joe mentioned that he looks forward to leveraging these technological initiatives to supporting the Cabinet.

Chair Zepp described her vision of the Workgroup’s ability to serve as a conduit towards assisting different initiatives in meeting technological and security requirements, in order to further improve data sharing systems and reach data agreements.

**Action Item #2**: Chair Zepp will look into connecting with Andre Smith for assistance in developing the transition plan.

**Action Item #3**: Chair Zepp and Joe Vastola will meet to discuss how DCF has successfully integrated unique identifiers into its data systems.

Chair Zepp reminded the group of the sunshine laws prohibiting private meetings.

**Action Item #4**: Lindsey will validate whether or not the Workgroup, and supporting liaisons in attendance, fall under Sunshine Laws since they are members of an advisory subgroup, rather than the Cabinet.

## **Update on Broward Pilot**

Scott Jecko has not had a chance to meet with Broward, however he updated the group that they have a new Chief Data Officer (CDO), Burt Walsh. He looks forward to introducing Burt to the group and giving him a warm welcome.

**Action Item #5**: Scott asked for Dr. Sue Gallagher’s contact information in order to connect.

**Transition Materials**

The goal is to have the initiatives, and specifically the unique identifier, together to present in addition to conversation regarding a transition plan.

**Action Item** **#6**: Lindsey Zander will send out the Cabinet charter to the Workgroup members.

**Unique Identifier**

Joe Vastola summarized DCF’s work in developing unique identifiers for its data system. Last year, DCF was tasked with creating a unique identifier for all clients. DCF uses the Medicaid eligibility system, largely because it validates social security and income levels to verify identity and match to clients. For the Substance Abuse and Mental Health program office, DCF took that technology, pulled it out of the ACCESS system, and ran all of the substance abuse and mental health and child welfare clients through the system to identify individuals served. These clients become integrated into the ACCESS system as well to ensure the information is backed up and integrated across systems.

A current challenge in the system is the reality of duplicate client entries, however DCF looks to address the issue moving forward. Future application will be to show the service relations between child welfare and substance abuse, in order to consider the larger family and service dynamic.

Joe suggested that perhaps there should be an agreement that allows agencies to share systems, as opposed to just the data.

**Challenges**

Andre Smith of DOE reminded the group that using data points such as a social security number (SSN) are more challenging in his agency because SSN is not mandatory in most of their data system’s entry points; asking for a SSN is illegal by federal law. Thus, matching the individuals they serve leads to more near matches and gaps in identification that require verification. Joe Wright of DOH agreed that federal regulations in data sharing, especially for minors, represent an another hurdle towards data sharing across agencies.

While the system works well for children, state agencies will eventually have to apply it to adults as well. A child will eventually age into an adult, however their involvement with the state may not end as long as they leverage state services and support.

**Timeline**

Joe Vastola mentioned that the system matching process for DCF will finish this month. March will start the process of building key outcomes to support DCF Secretary’s priorities. The current department’s priority of effort work should be completed by the end of the fiscal year in June.

**Data Standards**

Scott Jecko shared AST’s goal to catalogue current API and data sharing across agencies. AST wants to secure that catalogue and providing a discovery component for data points. Collaborating with agencies to secure this catalogue will be one of the priorities for the new CDO.

**Next**

Chair Zepp said the next goal is to begin the transition plan for the Cabinet.

**Action Item #7**: Lindsey will send the Cabinet’s three legislative initiatives to the Workgroup members

Chair Zepp would like to see the website fully developed and a Cabinet budget fully developed. She reminded the Workgroup that its goal is to work for the children in Florida so that they can grow to meet their full potential.

**Public Comment**

There was no public comment.

**Closing**

The next full CYC meeting will be held January 22, 2018 in Tallahassee, Florida.

The next Technology Workgroup meetings will be:

* Friday, February 23rd, 3-5 p.m.

**Adjournment**

The meeting was adjourned at 4:42 p.m.