

February 11<sup>th</sup> 2008

9:00am

# DQWG – Technology Task Force Meeting

WESD

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<b>Meeting called by:</b>	Baron Rodriguez	<b>Type of meeting:</b>	Planning/Discussion
<b>Facilitator:</b>	Baron Rodriguez	<b>Note taker:</b>	Dennis Boston

**Attendees:** The list below reflects the people who signed up for the Technology Task Force. Because of schedules they may or may not have attended this meeting.

Bill Zumwalt – Portland Public Schools  
Blair Loudat – North Clackamas SD  
Brent Gee – Eugene SD  
Christian Aremanu – Hillsboro SD  
Jim Newton – Clackamas ESD  
Joel Robe – Willamette ESD  
Lance Hall – Beaverton SD  
Doug Kosty – ODE  
Baron Rodriguez – ODE  
Mojo Nwokoma – ODE  
Scott Smith – ODE  
Dennis Boston - ODE

**Next Task Force Meeting:** April 11<sup>th</sup> 2008

**Next DQWG Quarterly Meeting:** May 6<sup>th</sup> 2008

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**Discussion:**

- Dennis (DATA Project Manager) and Scott (KIDS Project Manager) to develop a preliminary listing of data requirements for the task force. Due date to the task force is Friday, February 22, 2008. This will be used as a basis of discussion at the Technology Task Force meeting during the first week of March\*\*.
- Review of the Security TOC was non-specific and the group was asked to review for the next meeting.
- Discussion on letter, presented by Mojo Nwokoma, to districts not yet aligned with one of the 6 regional data warehouses. There was discussion as to the best approach of this letter and several members felt that the wording of the letter was too strong. The letter was going to be reworked and re-presented at our March meeting.
- The Technology Task Force meeting schedule was discussed. Plans were made to meet during the first week of March\*\*. The DQWG as a whole should meet quarterly starting in May unless otherwise required by either the DATA or KIDS projects.
- The group recommended finding a different term than “workgroup” for the technology committee since “workgroup” is part of the entire group’s name. It was recommended that Task Force would be a suitable name for the workgroup committees.
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**\*\*In an effort not to hold a meeting that didn’t effectively utilize everyone’s time, we decided not to hold a Task Force meeting in March. The next Technology Task Force Meeting will be held in conjunction with the Quarterly IT Manager’s Meeting on April 11<sup>th</sup>. Details will follow separately.**

**Open Items:**

- Data requirements - gap analysis, KIDS vs. Focus Group input
  - 100% participation into regional data warehouses - "cats and dogs" letter
  - Data Security Document
  - Data Use Document
  - ETL agreement/finalization/initiation
  - Training Needs technical/DATA 101
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