

## MEETING MINUTES – NPWR Advisory Committee

Meeting is subject to the provisions of the Nevada Open Meeting Law – NRS 241.020

Name of Organization: Governor's Office of Workforce Innovation for a New Nevada (OWINN) - P-20W Research Data System Advisory Committee

Date and Time of Meeting: June 13, 2019 at 10:00 A.M.

Place of Meeting: Nevada Department of Employment, Rehabilitation and Training  
Director's Conference Room  
300 E. Third Street; Carson City, NV 89701

Conference Line: (888) 363-4735

Participant Code: 9319340

Note: Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual the board may refuse to consider public comment. NRS 233B.126.

### A G E N D A

*Note: Items on this agenda may be taken in a different order than listed. Two or more agenda items may be combined for consideration. An item may be removed from this agenda or discussion relating to an item on this agenda may be delayed at any time.*

I. CALL TO ORDER & WELCOME  
*Glenn Meyer, Vice Chair*

Glenn Meyer: Meeting called to order at 10:17am. If there are any individuals dialed in for the meeting, please mute your telephone so we don't get feedback and do not put the muting on hold because the hold music creates a distraction and other callers can't hear the meeting.

II. ROLL CALL - CONFIRMATION OF A QUORUM  
*Glenn Meyer, Vice Chair*  
*Zachary Heit, Strategic Data Manager, Office of Workforce Innovation*

Zachary Heit called roll and confirmed there was a quorum present.

III. VERIFICATION OF PUBLIC POSTING

*Glenn Meyer, Vice Chair*

*Zachary Heit, Strategic Data Manager, Office of Workforce Innovation*

Zachary Heit confirmed that the notice and agenda for this June 13, 2019 P-20W Research Data System Advisory Committee Meeting were posted according to Nevada's Open Meeting Law pursuant to NRS. 241.020.

IV. PUBLIC COMMENT(S)

(Public Comment will be taken regarding any item appearing on the agenda. No action may be taken on a matter discussed under this item until the matter is included on an agenda as an item on which action may be taken. The Chair of the P-20W Research Data System Advisory Committee will impose a time limit of three minutes. Public Comment #2 will provide an opportunity for public comment on any matter within the Committee's jurisdiction or advisory power.)

*Glenn Meyer, Vice Chair*

The first public comment session was announced by the Vice Chair, Glenn Meyer, and after reading the statement above into the record, the public was invited to speak. NO comments were made. Hearing none, the Vice Chair closed the session and proceeded to the next agenda item.

V. APPROVAL OF MINUTES (Information/Discussion; For Possible Action)

*Glenn Meyer, Vice Chair*

Glenn Meyer asked Committee members if they had an opportunity to review the February 12, 2019 NPWR Advisory Committee Meeting minutes. A motion was made to approve the meeting minutes and the agenda by Mary Harmon. It was seconded by Glenn Meyer. All were in favor; none were opposed. The motion was carried.

VI. NOMINATION OF ADDITIONAL MEMBERS FOR CONSIDERATION BY THE GOVERNOR TO BE APPOINTED TO THE COMMITTEE (Information/Discussion/For Possible Action)

*Glenn Meyer, Vice Chair*

Glenn Meyer requested nominations for additional members for consideration by the Governor to be appointed to the Committee. Mary Harmon moved for the nomination of Zachary Heit from OWINN. The motion was seconded Jose Martinez. All were in favor; none were opposed. The motion was carried.

VII. ELECTION OF A CHAIR AND VICE CHAIR (Information/Discussion/For Possible Action)

*Zachary Heit, Strategic Data Manager, Office of Workforce Innovation*

Zachary Heit requested nominations from the Committee for the Chair position. A motion was made to nominate Glenn Meyer by Mary Harmon. It was seconded by Jose Martinez. All were in favor; none were opposed. The motion carried.

Zachary Heit requested nominations from the Committee for the Vice Chair position. A motion was made to nominate Mary Harmon by Glenn Meyer. It was seconded by Jose Martinez. All were in favor; none were opposed. The motion carried.

VIII. NPWR STATUS UPDATE (Information/Discussion)  
*Will Goldschmidt, Project Manager, DBDriven*

Will Goldschmidt: Good morning everybody. It's good to be back in Carson City and Reno. I think it's been since January, it's probably our longest gap. We have had a lot of stuff happening in between. A lot of stuff happening in our lives. But I want to most importantly update you on where we are and what we've done with NPWR. Our agenda is look at FY19 as an overview because this is the last month in the fiscal year. As we look back, we'll talk about what we've done with NPWR since our last visit in January. We'll talk about Power BI enhancements. Specifically, about one new feature that we have available that we can incorporate in our reports coming up that we'll be working on. As well as reports that we have historically created and are published on the NPWR website for you, but don't have this primary update included. We'll talk about the FY20 schedule, which is a review of the research agenda.

Quick update. We didn't have any T&M expenses this FY, so we didn't spend any of that money. We have invoiced for 11 of the 12 months. So that's around \$391,000. June will go in by July 10 like we've done and that fiscal year will be complete. And in the upcoming year, we'll talk about this coming up, but there is T&M money to support the research agenda. So, there will be some T&M work. Otherwise, it's just a monthly operation. Keeping the lights on, making changes as the requests come in on URL updates and stuff like that. Patches to the servers. So you can see, we've almost done 750 patches to the servers over this fiscal year. Our deliverables, well there haven't been a lot other than the match for the fiscal year and the data refresh. I think everybody got the email that the data refresh was done on Monday. We pushed that up into production, so all the new reports with the new data all the way through 2018 are now available on the NPWR website. That next refresh is scheduled for September. That means your demographic logs and your new updated data for the new records need to be posted to your NPWR databases by the 15<sup>th</sup> of September, so we can run the update of the data in late September or October. If you recall, previous matches were run at the end of June, but we pushed it to September to accommodate the NPWR schedule of having the Spring term of data be included in the refresh. That worked well. We ran the match in September, but then there were a series of issues that began across a slew of different areas. There was no one item. There were connectivity issues, there were database moves, there was a data extract that had to be refreshed, and then we had to rerun the data processing. All of that brought us to this week of June before we reposted that data. Personally, we would like to get back to pulling the data in September, run the match in September, publish the new data in October. And I think that's totally possible. I don't think there are any changes planned for this year that we're aware of. We're not moving any databases, so hopefully that's what we're going to see here in about three months in the next quarter when we run the

September match. But we are planning to run that match in September and your databases will need to be ready before that match occurs. We'll come out with an email and remind everybody in August and verify that your tables have been updated before we actually pull them.

Zachary Heit: So, can of a discussion for the group then. Is everybody comfortable with that date? Will and his team will send out reminder emails to make sure we're ready to go in September. Are you ok with September?

Will Goldschmidt: That gets us new data on the web early November if we run the match in September.

Mary Harmon: I was just looking at the calendar. I believe that date is a Sunday. We usually run our extract on the weekend. Just send us that email reminding us.

Will Goldschmidt: Ok. And we'll come out with an email to everybody reminding them because these things need reminding. But I think that's a good schedule. Get the data, pull it, match it, look at those results, then process it. I put the timeline up there. Each one of those events is one to two weeks. It's just the nature of the beast plus everyone's busy schedules. There's some time built in there for reprocessing because sometimes it doesn't process right the first time.

Zachary Heit: And Sarah, you had a question about the verification process and whether or not you could get access to the data before the reports get into test.

Sarah Echo: Prior to the reports getting in test because I feel like the time between the match was done but when reports were available in test were kind of a big lag in that. That might have been because of other issues.

Will Goldschmidt: There was.

Sarah Echo: If there were ways that we could get validation counts or something. I mean it doesn't have to be a pretty report with a bunch of filters. I mean just some quick and dirty counts so we can see earlier if we're going to have a problem with the data.

Will Goldschmidt: Can you give me an example of the type of count that you're looking for earlier? Like I can give the total count of records we've pulled from the database.

Sarah Echo: Yeah, I mean just over the years, if you pulled X number last year, what do the numbers look like for the new year coming in.

Will Goldschmidt: Let's walk through that. The time delay from when we ran the match last year and where we are now was because of a series of...we had to repull the DETR data and we had to reprocess it. More importantly, the NDE database moved. We had

some connection problems to NSHE, we had to work our way through those connection problems and we did. Then the NDE database moved and that was a much bigger issue than people anticipated because not only did we have to re-point the data adapters but we had new accounts in place, new firewall rules in place, a whole new domain. That process was a good three plus months.

Sarah Echo: So, barring any unforeseen issues...

Will Goldschmidt: You would access to the test data in the middle of October. So we're running the match in the middle of September, you would have test data by middle of October.

Mary Harmon: And the counts is where you found the DETR data had...

Will Goldschmidt: We processed all that data and the wage numbers were too low. That's when we realized we were missing the records for the people that were no longer in business. We don't have a way to look at the numbers to give you a count prior to processing the data because there are so many different sections and touch points. I don't know if I can look at it and say, "Ok, I've looked at these data points and I'm confident all the data is right." Because when we open it up to you Sarah, you're looking at the same data that we are post processing in test.

Sarah Echo: Right. Well, just the reports. I don't have access to the test database.

Will Goldschmidt: Oh, we took that view away. You used to have a view that allowed you to look at, you're right, but we moved that up to production. We moved that up to production so we would have your numbers, the production numbers in sync all the time.

Sarah Echo: Ok.

Will Goldschmidt: I could open up a view that would allow you to look at the database so you could run some of your own counts. But I don't know a count, unless you let me know what queries you need, I'll give you the counts back. I just don't know what I would run.

Dan Boersma: Provide that to us and we can run that.

Will Goldschmidt: You were looking for an increase in the number of records, correct? So, no one's records should come back with less records than the previous year. It just shouldn't happen. We always verify the counts on the demographic log to make sure our unique IDs, our distinct counts are the same. But until all those scripts run and all those different reports are updated, we really have no idea.

Mary Harmon: I'm just curious if there's something that if you would have done before you did the match, you could run something before the match that you would have noticed something.

Will Goldschmidt: I don't think there's anything we could have done before the match because the match is the new data.

Dan Boersma: Yeah, the only thing that we can see before the match is record count.

Mary Harmon: Right. I'm just wondering if you did the record count of what DETR sent to you...

Will Goldschmidt: But like the record count you sent us was correct because the number of the unique IDs was the same. The issue was in the extract of the data that business rule was in there only pulling active accounts. I think this year was a fluke because we had these issues. That's why when we do this in September we'll hit all the databases and make sure all the accounts are working, make sure all the firewalls are in place, everything is in place. I think thirty days after we pull the data, you should be able to see the numbers. And if everything goes great, it could be two weeks after we pull the numbers. But I'm going to say 30 days, because if I say two weeks I know it just won't happen because I'll be proven wrong.

Sarah Echo: Ok.

Jose Martinez: Is the testing environment account based or is it just a URL that Sarah and I can share?

Will Goldschmidt: It's a URL to see the reports. When we sent the URLs to verify the numbers that was the URL we sent out, the one to the test system. That URL is public in that you can see it, but it's not publicly available where you can find it and click on a link and go see those reports.

Dan Boersma: And we turn that on and off. So, we only open it up for the testing. Once the testing is done we turn it off. I mean we can get to it on a VPN, but we turn it off to the public.

Will Goldschmidt: I really do think this year was a fluke. In years past, we've had those numbers turned around in 60-90 days, all the way through, ready to go to production.

Sarah Echo: Ok.

Will Goldschmidt: Ok. NPWR 3.0 update. Last time I was here I provided a full update on all the new capabilities in the NPWR 3.0. The two biggest ones that could affect you once we have pushed this up. We've already pushed this software up to Virginia because they



use the components that this update really affects Because Nevada is not currently using the researcher portal a lot of the impact here is not really fully felt. But, we are going to push it into NPWR at the end of this summer. And the biggest impact to you is your ability to add reference tables if you wanted to. So, if you wanted to add a reference table to the NPWR schema, so that researchers could pull the lookup values rather than the codes, we could add that to the system and that could make it easier for them to know the values that you're exposing. And the other one is the ability to have a new demographic log. In the past, we've only every been able to work around people. And it was the same person across all the agencies. In the 3.0 update, we can recognize teacher attributes and student attributes and I can create that relationship so you can pull through the system, not just about the student but also about other people that have a connection to the student. Teacher is a good example. The other one that I like to use is parents. Or siblings. We can recognize when people are related or when a person is a parent of a child. So, when you start looking across a longitudinal data solution, one agency might have parental information and another agency might have child information. But if we recognize and have a way to flank those together, and in the 3.0 system we do, we can then pull a query through NPWR that allows you look at all the parents that meet these attributes and then I want to see all their kids. You cannot do that today in the current version of NPWR, but you will have the capability this fall. Now, you'll have the capability this fall. What you will not have is the ability to actually pull that data because NDE, DETR, NSHE you'd have to go build that new table of the parents or the teachers. But once it's built you could build relationships in the software, and you could pull data based on someone else's attributes, but get the underlying linked data. Now, Virginia paid to have this built, so it basically is coming to you for free. They haven't built the tables yet either, even though they built the software capability, they haven't gotten to the data piece. They're trying to figure out how do we want to do it. But it is coming.

The other thing that we're working on right now is a Microsoft Dynamics 365 update. So, NPWR is currently on Microsoft Dynamics 2013, so the next version of that is 365. 365 is what is currently available in the Microsoft cloud if you go to the software as a service offering and we're going to be pushing that just so you know. It's a little bit of a new interface. I know you're not really using the CRM, because you're not using the researcher portal, but it is a little more intuitive interface than the 2013 version. For us, the people that work on the system administrator side, it's a big improvement. We're really happy with it.

Zachary Heit: Do you know the expected timeline for Virginia getting done with their data structures?

Will Goldschmidt: I don't. It's political. So, Virginia paid for this upgrade for people to look at student-teacher relationships and specifically teacher attributes. But the people that own the teacher data, they don't want to do any of that. So, they knew this going in and they paid for it anyway. I think it was done to show that they had paid for the software and it's ready and now you're the holdout.

Zachary Heit: Is that also Virginia's Department of Education or is it a separate entity?

Will Goldschmidt: It is. Same entity? So, it's an internal struggle to that agency. Do you have that struggle too?

Glenn Meyer: Yes. It's separate.

Will Goldschmidt: It is in Virginia too. It's in a separate system. A separate database. They have it. It's very political.

Will Goldschmidt: This is the biggest update to Power BI tool that I wanted to make sure we showed you, because as we get ready to go into FY20, you have money to do improvements to the system, whatever that is. One of the things that's available right now in Power BI which is really slick are these embedded tool tip reports. In the past if we hovered over a visualization we would get a tool tip and it would generally give you counts and texted based information. Now you have the capability to essentially embed a Power BI report in your Power BI report. It's a nice, new feature to Power BI.

Jose Martinez: Do the mouse overs work on mobile phone and devices?

Will Goldschmidt: That's a good question. I don't know. I don't do the testing on the mobile. But I like the question.

Will Goldschmidt: Ok. So FY20 schedule. We have work identified already for FY20, which is to build a career and technical education report. We met with Dr. Bell from CRALEO yesterday and Zach was there and went through a requirements session. A first run through of what Dr. Bell wanted. To summarize, we're going to take the education dashboard and put a filter on there for CTE students. We're also going to build his Perkins Report for him. He's going to give us the file and load it in to NPWR for just the CTE students. So, he's going to give us the student ID and the definitions of completers, concentrators, and certificate earners. It will be a combination of visualizations and tabular grids. The plan is to get that done by December and we'll add it to the NPWR website.

Will Goldschmidt: We also had a meeting with Adult Education.

Zachary Heit: When discussing the research agenda and topics for new reports, adult education came up. I've talked with Glenn previously about getting adult education data into the NPWR system. I had ran into Nancy Olsen recently at the Governor's Workforce Development Board and talked with her about NPWR and the details of where the data needs to be in order to get sent to NPWR.

Will Goldschmidt: Could you leave their adult education data exposed in your database?

Glenn Meyer: Yes.



Will Goldschmidt: And host it for them?

Glenn Meyer: Yes. I mean I have to find out what it is and where it comes from specifically. We've had lots of conversations, so I think the answer is yes for the most part. There might be a few things we have to work out, but yeah we can do that.

Will Goldschmidt: So, up on the board are the seven FY20 priorities as defined by you earlier. I'll let you read them. On there is adult education, DMV linkage. It's been quiet on the eligible training provider list data lately. And we've helped Zach and OWINN with a document drafted to help NPWR and OWINN get registered apprenticeship data back from RAPIDS and the US Department of Labor.

Miscellaneous items. As always we were wondering if there was an update on Infinite Campus?

Glenn Meyer: You won't see anything new for the September match, but you should be getting something most likely for next June.

Will Goldschmidt: Ok. Anything else?

Glenn Meyer: Pre-K data. There's going to be some Pre-K information on state funded Pre-K kids.

Will Goldschmidt: Currently in NPWR, we only see data on high school graduates. So, if you haven't graduated yet, you're not currently in NPWR. Are you going to load the Pre-K data as a new data source or is it going to be included in that existing data source?

Glenn Meyer: We can have that discussion. That hasn't been determined yet. But we will have some of that data in campus.

Jose Martinez: Is there a reason we only focus on advanced and standard diplomas in high school data as opposed to...

Glenn Meyer: I don't know. We can find out. Because now there are other new diploma types as well. So we would want to incorporate those as well.

Will Goldschmidt: Are there new diploma types being issued this year?

Glenn Meyer: Yes, those you would see in the September data. Some of them are probably in the June data as well. So we have a new College and Career Ready Diploma.

Will Goldschmidt: Is Jittima the person we should reach out to about codes and stuff like that?

Glenn Meyer: Yeah, she could do that. I put it on my list too on things we need to get updated for you guys. Every year we should probably do that and get it on your guys' radar.

Will Goldschmidt: I would even suggest we come back out here before that data pull and walk through all that.

Will Goldschmidt: Last year, Linda Heiss had talked about NSHE bringing in the training provider data by providing a template to third party providers so the state could collect information on who's getting their certificates outside of the NSHE system and kind of bringing that in so we can track certificate earners. Is that happening?

Mary Harmon: Just to provide some background, Linda had talked about you guys having some sort of template that the third party providers could upload their data in hopes that the student would give them the SSN so that we could actually do that match. I don't think it got wheels.

Jose Martinez: I'm not sure. This is the first of me hearing about it. I can check.

Mary Harmon: Because the idea was if we could get it to the data warehouse we could expose it to the match and be able to do some of those WIOA reporting requirements.

Jose Martinez: I'll start looking for it but if I have any questions can I come to you guys?

Mary Harmon: Yes, but she said something about a template.

Will Goldschmidt: She was working on coming up with a template and getting the training providers to agree to provide that information and then they were going to build that into their existing warehouse or a new structure. I'm not sure on the details. It was kind of thought to be a voluntary program so they were trying to get everyone to agree to send the data in. That there wasn't a mandate.

Mary Harmon: I think the mandate being, that as a provider if you want to get those WIOA funds, you have to provide that data.

Will Goldschmidt: Right I think it was going to be a state mandate.

Mary Harmon: I think it's a federal mandate for the WIOA training dollars. And that where the worry was that some of these mom and pop providers opted out because the reporting was too much for them to do. It wasn't worth the tax dollars that they were getting for providing the training.

Will Goldschmidt: Well, obviously anything helps because any level of visibility that we can provide to the longitudinal data solution allows us to look at the impact of the event and some inputs.

DBDriven then discussed concerns about Tableau public user licenses and the need to buy a server license in order to post public facing Tableau reports.

IX. DATA PARTNER PLANNING UPDATE (Information/Discussion)  
*Zachary Heit, Strategic Data Manager, Office of Workforce Innovation*

Zachary Heit: First, we've talked to additional internal partners at NDE that may want to participate in the NPWR system. We talked with the Career Readiness, Adult Learning, and Education Office (CRALEO) office to inquiry about CTE data and how NPWR might be able to help them develop and automate reports for requirements like Perkins. Then we had an exploratory conversation with Adult Education within that office as well. It's a separate data warehouse, but it would help them generate some reports while also connecting it to all the data in the SLDS as well. We also believe we have a solution to possible concerns DMV would have sharing data to the NPWR system by using an existing agreement with DETR. DETR would essentially send their data to DMV to have them provide the elements needed to match to K-12 data (Name and DOB). DMV would send the file back to DETR who would then update their demographic logs with the new elements for matching with NPWR. DETR needs to research more information about ability to do so. We're also exploring the idea of meeting with DHHS to have them join the NPWR system as well.

X. PUBLIC COMMENT (Information/Discussion)  
(Public Comment will be taken regarding any item appearing on the agenda. No action may be taken on a matter discussed under this item until the matter is included on an agenda as an item on which action may be taken. The Chair of the Advisory Committee will impose a time limit of three minutes. Public Comment #2 provides an opportunity for public comment on any matter within the Committee's jurisdiction or advisory power.)  
*Chair*

The second public comment session was announced by the Vice Chair, Glenn Meyer, and after reading the statement above into the record, the public was invited to speak. NO comments were made. Hearing none, the Vice Chair closed the session and proceeded to the next agenda item.

XI. ADJOURNMENT (Information/Discussion)  
*Chair*

Meeting adjourned at 11:46pm.