

Consortium Leads Meeting

Community Data Program · Thursday, October 18, 2012

· AGENDA & NOTES ·

1. Welcome and roll call

- Not present: Vancouver, Calgary, Ottawa, Parry Sound, Wellington-Dufferin-Guelph, Durham, London, Halton, Peterborough, Montreal, Saint John

2. Confirm notes from July 19 Consortium Leads Meeting

<http://communitydata-donneescommunautaires.ca/sites/default/files/July%2019th%20Leads%20Meeting%20Minutes.pdf>

3. Update on status of 2012-2017 Program (Michel)

- a. Changes to Community Data Program team members
- b. Update on status of *Memorianda of Agreement*
- c. Update on FCM Quality of Life Reporting System Working Group on collaboration between FCM and CDP
- d. Update from Program Steering Committee member (Harvey)

Notes

- Action: Write note to Leads and on website clarifying payment of \$125 fee, and whether consortium is collecting

4. Update from Data Purchase and Access Working Group

- a. Update on Schedule B: Procedures and deadlines for custom geography (Brendan)
 - December 15—deadline to receive custom boundary files from Consortium Leads
 - CCSD can provide advice and technical support to consortia in their preparation of custom boundary files based on Statistics Canada requirements
 - CCSD remains open to requests from Leads on new data products
- b. New protocols for registering new users (Brendan)
 - Purpose is to update the CDP user database to enable access to data products by user
 - October 31—deadline for Consortium Leads to provide updated spreadsheets with user information

Notes

- Action: Add note to website regarding timing for refresh of users; contact Leads for questions
- Action: Consortia Leads to contact Brendan if they do not have the excel file with the list of users sent out in September

Report on Follow-up on actions arising from last Consortium Leads Meeting (Michel)

- Request update from Statistics Canada regarding data availability and price for taxfiler data
- Update Schedule B to be a stand-alone document with supplementary narrative text to explain the data purchase schedule and columns indicating whether purchase is confirmed and when the data set is refreshed
- Revised Schedule B to be added to the website resources section
- Contact Caledon Institute (has assumed National Council of Welfare responsibilities) to obtain regular report on updates to poverty cut-offs (LICO, LIM, MBM) that can be shared with members
- Distribute Excel spreadsheets that will help Leads to update their member and user access for 2012-2017

Notes

- Action: Ask Statistics Canada about standard CT geography for SAAD (taxfiler) data
- Action: Send note that Schedule B is available online and has been modified as was planned at the last Leads meeting; also that we're open to suggestions for new data acquisition

5. Update from Mapping and Reporting Working Group

- a. Update on first report to be published in 2012/2013 program year (Brendan and Harvey)
 - Plans to deliver a regular report using Community Data, starting with Transunion data

6. Training & Capacity Building Update (Brendan)

- a. Training Opportunities: General CDP Orientation, Envision, Beyond 20/20
- b. Trimester newsletter—next newsletter planned for release on January 25, 2013
- c. Potential date for 2012/2013 face-to-face Leads Meeting
 - April/May meeting is preferable in terms of weather, with date/location under discussion by Steering Committee

Notes

- Statistics Canada will not be providing formal training
- Action: Finalize a training schedule for B2020 and Envision by no later than December 14, using a webinar format
- Face-to-face meeting is tentatively set for April 19 in Peel

Report on Follow-up on Actions arising from last Leads teleconference (Michel)

- Summary report of Community Data Canada Roundtable to be blogged on CDP website (also available at cdc-dcc.info)
- Generate a training schedule with September to December training opportunities (how to navigate website, Beyond 20/20, Environics, etc.) – contact brendan@communitydata.ca
- Follow-up with Beyond 2020 regarding use of their web-based video tutorial
- Newsletter published on September 28 and distributed to 1200 recipients

Notes

- Action: Steering Committee to deal with question about partnerships with university
- Action: Speak with Janet (Sudbury) about Laurentian University situation

7. Other business

8. Next scheduled meeting: Thursday, January 17, 2013, 1:30 to 2:30 p.m. EST