

## Minutes: August 10, 2006 LED Steering Committee Conference Call

Members Present: Becky Rust, Cynthia Swain, George Putnam, Greg Weeks, Patti Becker, Wande Reweta, Erika McEntarfer, Henry Jackson, Karen Leahy

Agenda items and discussion:

### 1. LED Training

- a. Tim Norris is working with the LMI Institute on setting up this LED class. Greg will ask Tim to contact George, so they can develop the curriculum.
- b. Becky has one or two analysts who need training immediately. Henry and Greg volunteered their states. Becky will send her analysts to either Illinois or Washington for hands-on training.

### 2. Marketing Plan Meeting

This will be held on Sep 19th and 20th in Washington, D.C. Lodging will be at the Churchill Hotel under "Brookings Institution" and Steering Committee members do not need to confirm reservations. The Brookings Institute will host the meeting at their facility, as well as serve breakfast and lunch. We need to arrange airline travel by calling Holly Brown for a travel authorization, then working through Navigant/SATO Travel to make reservations. Invited state participants must attend the full day-and-a-half meeting.

The Steering Committee would like George Putnam to attend. As trainer, analyst, and head of the Technical Subcommittee, he has a deep and comprehensive understanding of the program. His input at the marketing plan meeting would be very helpful.

Patti will send us hotel details soon and marketing materials before the meeting.

### 2. Steering Committee Membership

- a. An amendment to our By-Laws is under consideration that will change them to end all Steering Committee member terms on February 28th, whatever the year, instead of October 1st. Greg will work on getting the last 5 votes needed to pass this proposed amendment.
- b. The Steering Committee needs to have a member election. Terms for the representatives of the New England, Mid-Atlantic, Midwest, and Southwest regions ended on October 1, 2005. This is John, Karen, Henry, and Steve. The committee temporarily extended their terms by resolution last year. Greg's appointment as State Co-Chair also ended on October 1<sup>st</sup>, 2005. Becky, Wande, Greg, and Cynthia's terms end on October 1, 2006. At this point, we could elect or reelect representatives for every region.

No process is outlined in our By-Laws to elect new members. In December, we decided to adopt WIC's process of conducting an election by email. Greg will write an election proposal and circulate it to the committee.

- c. Regions and their representatives are:

New England (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont)- John Dorrer  
New York/New Jersey – Cynthia Swain  
Mid-Atlantic (Pennsylvania, Delaware, D.C., Maryland, Virginia, West Virginia) - Karen Leahy  
Southeast (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee) – Becky Rust  
Midwest (Illinois, Indiana, Iowa, Michigan, Minnesota, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin) – Henry Jackson  
Mountain-Plains (Colorado, Kansas, Missouri, Montana, Utah, Wyoming) – Wanda Reweta  
Southwest (Arkansas, Louisiana, New Mexico, Oklahoma, Texas) – Steve Hine  
Western (Alaska, Arizona, California, Hawaii, Idaho, Nevada, Oregon, Washington) – Greg Weeks

### 3. Technical Subcommittee

a. George reported that the LMI Forum, to be held in Cleveland this year, would like to offer an LED workshop at two different times. The Steering Committee agreed this was a good opportunity. Karen stressed that the workshop should focus on practical applications by presenting real world questions and LED answers. Greg volunteered Scott Bailey to lead the workshop, who is a Regional Economist in southern Washington. George and Karen will help Scott develop the presentation. Gary Yakimov will also be in Ohio on behalf of LED for the LMI Forum.

b. **Quality Assurance Report** – Lars Vilhuber, Economist, Senior Research Associate for LEHD and Cornell University, sent to George quality assurance reports currently in use. George sent Lars suggested improvements and is waiting for feedback. Once changes are agreed upon, Lars will incorporate the changes and send to three analysts who have volunteered to review them. After the review, the Steering Committee will discuss how to implement.

c. **Audit Reports** – In the past, the Census Bureau filled out audit reports when data received from states had problems. Lars is compiling these reports. As with the Quality Assurance Reports, Lars will give George the draft document, George will give Lars suggested improvements, they will decide upon a final version. Hopefully, states will eliminate some problems for the Census Bureau by doing these checks before submission.

d. **Data Specification Sheet** – When states discover data anomalies, they ask the Census Bureau to investigate. In the past, Census Bureau personnel have had difficulties helping states because they could not recreate the problem. The Data Specification Sheet is being developed so when state analysts have a question or problem, they will fill in this sheet with their data extraction parameters, a description of the problem, etc. Then both the state analysts and the Census Bureau analysts will be on the same page. Lars is testing the Data Specification Sheet from Illinois on LEHD new staff. George is waiting for feedback.

e. **Encryption** – No discussion.

4. **Program Update** – Jeremy Wu, the Census Bureau LEHD Program Manager, was unable to call in due to problems at the airport. He supplied the updates below, via email.

- a. On The Map version 1.1.1 was released at the end of July. Iowa is the latest (16th) state to join. Georgia will be next. The Census Bureau recently had excellent conversations with all the new states (DC, Michigan, Arizona, Wyoming, and Louisiana) getting ready to supply their historical files. A template MOU was sent to Alaska upon request. Discussions with New York about MOU and historical files have also started.
- b. LEHD is scheduled to move to the new building during the weekend of September 22-25. As the number of states has grown rapidly, the demand on storage is exceeding capacity. The Census Bureau is planning to install a storage device to provide some relief in the next 2 weeks.
- c. The Census Bureau needs LDB data before September to start implementing backcoded NAICS data. During the conference call, Cynthia asked Erika to tell member states which ones have already supplied the Census Bureau with extracts from the BLS Longitudinal Database or with their own backcasts to 1990. Erika or Jeremy will do that.
- d. The Census Bureau recently had a conference call with Colorado MPOs and FHWA about providing feedback to improve ES202 data quality. During the conference call, Wande elaborated that Colorado put Origin Destination data on their website. MPOs will use it and give feedback on physical addresses to QCEW staff.
- e. The Census Bureau's PIO has not released the "note to correspondence". The Census Bureau is ready to start with or without the PIO announcement.

## 5. Priority of Projects

Most state Steering Committee members sent their list of prioritized projects to Greg, who summarized the rankings below.

Item	IL	ID	WA	FL	CO
QWI definitions and naming inconsistencies	1	1	2	1	
Census resources for troubleshooting state data anomalies in the QWIs and On The Map	2	7	3	2	
Production of 1990 - 2000 NAICS-based QWIs	6	2	1	3	
New QWI demographics – Race & Ethnicity	13	3	4	6	
QWIs for participants in training programs/QWIs for participants not in training programs	?	5	7	?	1
Collect reports that states are producing showing QWIs and success stories	8		10	8	
Data Ferret	5	7	8	5	
Comparability of QWIs and Origin Destination data (Technical Subcommittee will make a recommendation)	3		5	9	1
Adding populations to QWIs (public firms)	9		6	?	
Skinning On The Map	7	7	12	4	
Put QWIs into WIA measures	4	5	14	10	1
Synthetic micro data on Cornell for states to use	12	4	9	?	
Users Group on Census Bureau website	10		11	7	1
Virtual Research Development Centers	11	10	13	?	1

Some of these projects are already underway and George was concerned that a low rank could jeopardize them. Erika asked how the state representatives felt about the users' group, since that was ranked second to last and is underway. The Steering Committee felt that every project was important, and that although the users' group was ranked lower than others, it was easier to complete than others. Erika mentioned that the users' group needs volunteers to get several threads going before it goes public. Greg will incorporate Pennsylvania's rankings, which came in late, and the issue will be discussed again next month when Jeremy is available.

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