# BI Community of Practice

## Minutes for 10/07/2015

Location

Video Conference

### In attendance

* Jay Eckles (co-chair)
* Dennis Hengstler (co-chair)
* Mozhgan Shahidi (scribe)
* Ed Johnson (Tools subcommittee chair)
* Denise Haley (Training & Support subcommittee chair)
* Allen Dupont (Policy, Standards, and Definitions subcommittee chair)
* Ron Loewen (Resources subcommittee chair)
* Mike Ebbs
* Janice Hodge
* Desiree McCullough
* Denise Gardner
* Jeanne Hermann
* Steven Robertson
* Mark Savage
* Lisa Ford
* Tom Hoover
* Scott Gordy
* Cyndie Nichols
* Les Mathews

### Absent

* Kriss Gabourel
* Shawn Bryan
* John Toman
* Kristen Noblit

### Agenda

1. Report on RFI progress
2. Discussion and approval of draft strategy documents
   1. Strategy
   2. Data Governance
   3. Report Verification
   4. Vote to approve strategy
3. Review of plan & Discussion of next steps

### Minutes

Jay Eckles called the meeting to order at approximately 10:05 AM.

#### Report on RFI progress

Dr. Eckles reported that 5 vendors registered intent to respond. An extension to the deadline is being granted to a new vendor that just received the RFI. One company has submitted clarifying questions on requirements. On October 9, Brad New will send to Dr. Eckles the RFI responses received; Dr. Eckles will forward them to the BI Community of Practice.

#### Discussion and approval of draft strategy documents

The CoP determined to review the documents in reverse order from that indicated on the agenda, to speak first about the Report Verification Process, then the Data Governance Process, and then the Strategy.

Extensive discussion on the Report Verification Process was led by questions posed by Janice Hodge. The discussion ran over the allotted time, and the CoP agreed to continue the discussion beyond its scheduled time limit.

Following discussion, the CoP came to consensus approving the concept of the Report Verification Process. Additional edits were desired to the text. These edits must be submitted to Dr. Eckles by 10/20/2015 for approval at the 10/21/2015 CoP meeting.

The remainder of the meeting’s time was devoted to discussing the Data Governance Process. Among the points of discussion, Ron Loewen asked if this process was on the critical path for the project. Dr. Eckles advocated for the position that it was on the critical path, and the CoP agreed.

Following discussion, the CoP came to consensus approving the matrix model of co-ownership of data and co-owners working together to assign data stewards. Several members desire to make corrections to the matrix itself, and those corrections are due to Dr. Eckles by 10/14/2015. Dr. Eckles and Dennis Hengstler will in the meantime consider additions or changes to the document relative to a three-tier security model idea raised in discussions.

Dr. Eckles adjourned the meeting at approximately 11:15 AM, agenda items II. a., II. d., and III. not having been discussed.