

**MINUTES**  
CHRIS TAWG Executive Board  
May 21, 2013  
Conference Call

Item	Topic
1	<b>Welcome (9:30am)</b> <ul style="list-style-type: none"> <li>Attendees: Christine Delgado, Olga Camacho, Gail Brown, Tracy Worden, Ellen Breslow, Terry Orme</li> </ul>
2	<b>Tracking Reports</b> <ul style="list-style-type: none"> <li>Add menu options to replace buttons</li> <li>Sort menu: list sort options in alphabetical order and remove the words “Sort by”</li> <li>Omit menu: list omit options in alphabetical order and remove the word “Omit”</li> </ul>
3	<b>Allsites Report</b> <ul style="list-style-type: none"> <li>Add Transition to Workload and Unduplicated Allsites reports</li> </ul>
4	<b>Layout Changes</b> <ul style="list-style-type: none"> <li>Menu: buttons on left vs. tabs – no strong opinions; decision was to change to tabs because it will provide more screen real estate and it mirrors the change to menu options in tracking reports</li> <li>Timeline and Service Coordination areas on Tracking Summary Screen – leave side by side, do not change to tab option</li> <li>Screen display and colors – leave as is</li> </ul>
5	<b>User Requests</b> <ul style="list-style-type: none"> <li>Add “DNQ” (Does Not Quality) to the primary exceptionalities in the ESE Eligibility Screen <ul style="list-style-type: none"> <li>If DNQ is selected, Exceptionality Status should change to “I”</li> </ul> </li> <li>Add a checkbox on Evaluation Event to indicate that a translator was hired to perform a screening or evaluation.</li> <li>Display the county a child was transferred from in the Referral In event.</li> <li>Do not add a field for provider website on the Care Providers Directory screen.</li> <li>Do not add “ADOS” as an appointment type. Other drop down options such as Developmental or Emotional/Behavioral could be used. ADOS could be indicated in Notes or as instrument type in the Screening event.</li> <li>Add “VPK” to the Pre-K Funding Program drop down on the Tracking Summary Screen.</li> <li>Remove “Old Birth Place” field from the Demographics screen.</li> <li>Add a field to Significant Adults to show the language a parent speaks.</li> <li>Do not add Adaptive and Personal/Social as skill areas on the Screening Screen to record BDI-2 results.</li> </ul>
6	<b>Other</b> <ul style="list-style-type: none"> <li>Online Interactive Training for new users is also a good introduction to CHRIS for managers or ESE staff who wish to be more familiar with CHRIS.</li> <li>Replacing Susana Cossio on TAWG Executive Board <ul style="list-style-type: none"> <li>Invite Patty Naquin (Volusia) and Doug Fogh (Pinellas) to join the TAWG Executive Board</li> </ul> </li> <li>Early Learning Coalition access CHRIS <ul style="list-style-type: none"> <li>Decision to allow ELC to access CHRIS needs to be made at the state level. TAWG members should be involved in that discussion.</li> </ul> </li> <li>Distribution of aggregate data to other counties should be approved by DOE.</li> </ul>
7	<b>Adjourn</b>