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| **MIS Executive Committee Meeting****MIS | TESS** | **MINUTES** |
| Thursday, September 17, 2020 |
| 8:30 a.m. – 9:30 a.m. |
| via ZOOM<https://cccconfer.zoom.us/j/91768599279?pwd=Qjg2NmptZmxiTUFBZVpWK0Y4YnNkZz09> |
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The September 17, 2020 MIS meeting began at 8:30 a.m. via Zoom with the following discussions:

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| **Agenda Items** | **Discussion** |
| **1. MIS – Summer 2020** | EB file is being created using an alternate method. We will  use Informer to create our EB as well as EJ files. Since this  is the first time doing it this way, there may be some  modifications necessary after the process has been  developed. Currently, some of the data fields needed are not on the  existing Reports 2000. We will ask Mathew from the SB  County to add these fields. Once added, they can be  imported to Informer. Also, there are some data elements  needed that come from the Payroll system.  Advised attendees of the following special groups numbers  that were discussed last meeting:Foster Youth – XSTM2 increased CHC by ‘5’ Homeless – None flagged on XSTM3 Econ Disadvantaged – SG same as SV Larry Aycock explained the use and purpose of the EW Grade. Colleen Gamboa outlined how/where the non-instructional  and stipends are maintained and advised that she would  provide that data to TESS. |
| **2. Miscellaneous** |  An updated Reports 2000 will be placed in the Colleen’s  directory to be retrieved for use in creating the Informer  EB/EJ reports. |

***Our next scheduled meeting is Thursday, October 1, 2020, via Zoom.***