

## **Community Data Consortium Program**

### **Quarterly Leads Meeting**

#### **September 15 Leads Meeting Notes**

**1:30-2:30pm (EDT)**

In Attendance:

Michel, Karin, Mike (CCSD), Neil & Tucker (Vancouver), Derek (Calgary), Steve (Sault Ste Marie), Cheryl (Kingston) Marc & Janet (Sudbury), Louisa & Sara (Hamilton), Veronique (Peel), Wendy (Halton), Maria (York), Arfona/Irena (Simcoe), James (Thunder Bay), Isabelle (Montreal), Mo (London)

#### **Opening Remarks: Proposed Amendment to Existing Memoranda of Understanding**

Michel opened the meeting with a reminder of the imminent cash flow problem facing the program: Due to a flawed Program funding model – member fees accounting for only 7% of total program management costs and the non-renewal of a Federal Government grant in 2009 - CCSD will soon run out of cash needed to deliver program services and prepare for a new data contract.

As a result, CCSD will be taking the following actions:

1. **By Sep 30 : AMEND EXISTING MOUs**  
The Memorandum of Understanding established between CCSD and 17 Consortia (excluding new Consortia established since April 1, 2011) ended on March 31, 2011. While CCSD has continued to maintain services, each MoU will require an amendment. The amendment will include the need for a payment of \$5,000 by each Consortium in order to enable sustained delivery of all program services by CCSD until March 31, 2012 (including data cataloguing and access, sharing/networking, capacity building), acquisition of new data (e.g. CIC, TransUnion), and investment in the next round of data acquisition.
2. **By Oct 31: POSSIBLE SERVICE MINIMIZATION**  
In the absence of 50% of members committing to payment of the \$5000, CCSD will prepare for a minimization of services effective 1 Nov 2011: the website will continue to run (which on its own still requires technical back-up) , BUT new data will not be catalogued, no supplementary information will be shared via the website, no further teleconferences or meetings will be hosted, and CCSD will not provide trouble-shooting on data issues.

#### **Actions Arising:**

- CCSD to put in place a new amended agreement by September 30 covering the period April 1, 2011 to March 31, 2012 (Associated fee: \$5000) CCSD to prepare a formal letter requesting an

amendment to the existing contract and a supplemental fee of \$5000 to be prepared and distributed by September 30.

- CCSD to prepare a new draft contract for 2012-2017 by September 30 for review by leads. The new contract will exclude pricing for acquisition of Census/NHS data. A draft version will be circulated by September 30 with the final version replacing the current amended agreement, which is to run until March 31, 2012.

- Ensure that there is as little delay as possible between release of data from Statistics Canada and availability in the Consortium Catalogue (e.g., Labour Force Historical Review and Survey of Household Spending)

- Ensure that no data gaps exist in the next contract/data order. Derek pointed out that the June 2011 Canadian Business Patterns release was not included in the previous contract.

- Information re: Envision to be forwarded by Veronique (Peel) to other leads.

- CCSD to ensure that a report from Steering Committee will be a standard item on subsequent Leads Quarterly Meeting Agendas

- Michel (CCSD Consortium Program Manager) will participate in all Leads Quarterly Teleconferences, while Peggy (CCSD President) will participate in all Steering Committee calls. Leads would like Peggy to participate in at least one of the Leads Quarterly Teleconferences, as well as the Leads face-to-face meeting.

- Terms of Reference for both Leads and Steering Committee to be updated and filled out.

- Michel to send out information on panel for November 2011 Ontario Municipal Social Services Association (OMSSA) Policy conference. This year's theme is Human Services Integration. With Arfona's help, CDC was able to connect with OMSSA. As a result, CCSD will be co-hosting a Panel Session at the conference on Using Data to Support Human Services Integration. Consortium members interested in joining the panel on data use should contact Michel.

- **Information required from all leads: Specific contact information for prospective new consortia and provide recent examples of data use (e.g. mapping, reports or projects). These will also be asked of all members during the survey.**

- Next special call to discuss Draft Contact: October 20, 1:30-2:30 EST

- Next Scheduled Leads Quarterly Meeting: December 15, 2011, 1:30-2:30 EST

## **Discussion on Contract Amendment:**

- Request for funding needs to be formal (Tucker)
- In the case of Simcoe, the request will have to be proposed internally as a 2012 budget item (Arfona)
- Justification needs to be clear and contractually based (Mo)
- For contract amendment: Need to clearly communicate what the fee is and what it is for. The three elements of what this fee covers - gap in contract admin fees, data gathering for next round, posting new data tables e.g. TransUnion) - need to be clear.
- Add paragraph on the work that goes on to acquire high quality product for next round (Arfona)
- Provide specific list of products that we are investigating (Wendy)
- Maria (York) needs 4-6 months to finalise a new data contract (not the amendment to the existing agreement)
- Since it was an inception meeting, the Steering Committee meeting of Tuesday Sept 13 did not deal with the issue of contract amendments. In future meetings, Steering Committee will be consulted and will offer guidance on these matters.

### **1. Introductions**

- Welcome to New Consortia:  
STC has approved four new Community Data Consortia:
  1. Kingston Frontenac Lennox & Addington. Lead: United Way of Kingston, Frontenac, Lennox and Addington
  2. Sudbury. Lead: Social Planning Council of Sudbury
  3. Thunder Bay. Lead: District of Thunder Bay Social Services Administration Board
  4. Saint John NB (includes Moncton and Fredericton). Lead: Saint John Human Development Council
- Welcome to new Acacia staff (Karin Kronstal)  
Karin Kronstal is a program coordinator and research analyst at Acacia Research and Consulting, providing outreach support to the Community Data Consortium. Karin's experience encompasses a range of clients from the public and not-for-profit sector, including the Government of the Northwest Territories, Halifax Regional Municipality and Dalhousie

University School of Planning. Karin holds a Bachelor of Arts in international development from McGill University and Master of Planning from Dalhousie University.

## **2. Sustain program delivery to close to 1,000 data users in over 350 organizations across Canada**

Some new metrics as of September 15:

- Number of registered data users: 1,004
- 298 member organizations recognized by STC
- 21 Community Consortia approved by STC: 19 regular consortium, 2 urban poverty projects
- Website migration to a new host in progress
- Remaining data to be delivered from the 2008-2012 contract are listed on the following page: <http://communitydata-donneescommunautaires.ca/node/7541>

## **3. Negotiate a new Data Agreement**

- StatsCan under pressure to disseminate data as opposed to recover costs. However, specifics of this change are not clear yet.
- September 30: a milestone date for receiving a response from StatsCan & CMHC regarding pricing for small area data sets
- CCSD has received a Partnership Proposal from Environics Analytics - Private sector focused on enhanced data sets using Census and National Household Survey etc. Questions regarding what value added product would be, exactly.
- StatsCan data Census data first release is scheduled for February 1, 2012. CCSD to clarify when customized Census data sets will be ready.

## **4. Expand the number of Consortia**

- Quebec consortium development in progress based on discussions with Jean Isseri and Montreal Consortium
- CCSD looking for recommendations from Consortia members on prospective new members
- CCSD is adding presentations on use of data by consortia members

## **5. Broaden the supply of data**

- Plans for data purchase (Attach Presentation)
- Survey of needs planned for Fall 2012
- Custom Geography update:

Ian Faris coordinating. He will resend the list of Custom Geographies to all Consortia Leads after the Sept 15th meeting in order to solicit the missing information. He wants to have:

- (a) the name of the "Geography Set" (i.e. wards, health areas, etc.),
- (b) a count of the number of geographies in each "Geography Set" and
- (c) the names of the individual geographies themselves.

- New data sets (CIC, TransUnion)
  - Citizenship & Immigration Canada (CIC) Permanent Resident - Rounded Count Research Data Cubes
    - Information on immigrants landed from 2000 to 2009 for all of Canada
    - Several socio-demographic variables, including age, country of birth, education level, marital status, skill level, years of schooling, among others
    - Geography: CD and CSD and, in limited instances, sub-CSD
  - TransUnion Six-digit Postal Code Credit Report Characteristic Data
    - TransUnion Risk Score 09
    - TransUnion Bankruptcy Score
    - Total Balance (Debt)
    - Data Set - Q4-2011 and Q1-2008
    - All of Canada

## **6. Plan for a 2012 Canadian Social Forum**

- Community Data Canada working group meeting to be held in Ottawa at the end of October. Meeting will include a discussion of co-hosting and co-sponsoring a Community Data Roundtable meeting in 2012, to be connected with a Canadian Social Forum.
- This Roundtable would also serve as the next Consortium face to face meeting.

## **7. Next Quarterly Leads Meeting**

- December 15, 2011
- Earlier meeting to be scheduled for October 20 to discuss new Data Contract

## **8. Other Business**

- OMSSA Conference (See notes above)