[x] Aaron Wicks [x] Kris Schoenow [ ] Barbara Mooney

[x] Lise Stuart [ ] Frances Yator [x] Dakota Hayes

[x] Tiffany Keimig [x] Katy Kujawski [x] Muska Kamran

[x] Matt Fitzgerald [x] Jenae Bjelland

# Action Items:

* NASCSP will have the one-pager available for review and mark-up to the subcommittee by **COB Friday December 6th**.
* Muska will send out update by **December 16th** with hopes of receiving final edits to the document by the end of that week **COB December 20th**.
* NASCSP can start further building out the DATA TF webpage on the NASCSP website to act as a repository for the subcommittee on these deliverables.

# Summary:

* What will come out of the results of the Analysis Subcommittee Survey?
	+ CSBG Network needs guidance on measurement tools.
* CAP MLTC Conference is interested in the Analysis Subcommittee doing a session on measurement tools.
	+ NASCSP can reach out to wider DATA TF if members of this subcommittee cannot attend.
		- Barbara to possibly be able to attend.
	+ Subcommittee will discuss which measurement tools can be shared for the session.
		- Measurement Tools One-Pager from Barbara discusses what and how to measure and acts as a quick reference guide for what is a measurement tool.
			* NASCSP will reach out to Frances to see if she can act as the point person in transforming this document into something more like an infographic.
			* NASCSP will have the One-Pager available for review and mark-up to the subcommittee by **COB Friday December 6th**.
		- NASCSP and the Subcommittee can start with the One-Pager and then expand to cover additional “White-Papers” that expand on details and specifics.
			* These could include visual tools such as tables, etc. to help readers be better able to visualize these concepts.
		- Understanding the levels and different kinds of measurements.
			* “What is being measured and how are we measuring it”
				+ Could be part of a future “2.0” document.
	+ Muska will send out an update by **December 16th** with hopes of receiving final edits to that document by the end of that week **COB December 20th**.
* Kris’s summary of results could potentially be incorporated into the session presentation.
* Upcoming Timeline of Analysis Subcommittee Deliverables
	+ Standard Measurement Tools- December 30, 2019
	+ Collect Analysis Tools from across the network- December 30, 2019
	+ Lifecycle of the data graphic- May 30, 2020
	+ Analysis Toolkit- making meaning of the data- August 30, 2019
	+ Targeting Guidance- TBD
* NASCSP can start further building out the DATA TF webpage on the NASCSP website to act as a repository for the subcommittee on these deliverables.
* NASCSP will look into scheduling the next Analysis subcommittee meeting for January.