

OCCUPATIONAL INFORMATION DEVELOPMENT
ADVISORY PANEL
TELECONFERENCE MEETING

JULY 27, 2011
SOCIAL SECURITY ADMINISTRATION
BALTIMORE, MARYLAND

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DR. MARY BARROS-BAILEY
CHAIR

S R C REPORTERS
(301) 645-2677

1 P A R T I C I P A N T S

- 2 MARY BARROS-BAILEY, Ph.D., Chair
- 3 JOHN W. CRESWELL, Ph.D.
- 4 ROBERT T. FRASER, M.D.
- 5 PAMELA L. FRUGOLI
- 6 SHANAN GWALTNEY GIBSON, Ph.D.
- 7 THOMAS A. HARDY, J.D.
- 8 JANINE S. HOLLOMAN
- 9 H. ALLAN HUNT, Ph.D.
- 10 TIMOTHY J. KEY, M.D, M.P.H.
- 11 JUAN I. SANCHEZ, Ph.D.
- 12 DAVID J. SCHRETLEN, Ph.D.
- 13 HONORABLE ANDREW E. WAKSHUL
- 14 ABIGAIL T. PANTER, Ph.D.

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1 P R O C E E D I N G S

2 OPERATOR: Okay. Ladies and gentlemen,
3 welcome to the Occupational Advisory Panel quarterly
4 teleconference meeting. At this time all
5 participants are in listen only mode. If anyone
6 require assistance on the call, please press "star"
7 on your touch tone telephone.

8 I will now turn the call over to the
9 Designated Federal Officer, Leola Brooks.

10 MS. BROOKS: Good afternoon, everyone.
11 This is the third quarterly teleconference meeting of
12 the Occupational Information Development Advisory
13 Panel. I would like to welcome you.

14 I would like to take a roll call to ensure
15 that we have a quorum of members. I will start with
16 Mary Barros-Bailey.

17 DR. BARROS-BAILEY: Here.

18 MS. BROOKS: John Creswell.

19 Robert Fraser.

20 DR. FRASER: Here.

21 MS. BROOKS: Pamela Frugoli.

22 MS. FRUGOLI: Here.

1 MS. BROOKS: Shanan Gibson.
2 DR. GIBSON: Present.
3 MS. BROOKS: Thomas Hardy.
4 MR. HARDY: Here.
5 MS. BROOKS: Janine Holloman.
6 MS. HOLLOMAN: Here.
7 MS. BROOKS: Alan Hunt.
8 DR. HUNT: Present.
9 MS. BROOKS: Timothy key.
10 DR. KEY: Here.
11 MS. BROOKS: Abigail Panter.
12 DR. PANTER: Here.
13 MS. BROOKS: Juan Sanchez.
14 David Schretlen.
15 DR. SCHRETLEN: Present.
16 MS. BROOKS: The Honorable Andrew Wakshul.
17 HONORABLE WAKSHUL: Here.
18 MS. BROOKS: Is Juan not on the call?
19 DR. SANCHEZ: I'm here.
20 MS. BROOKS: Oh, okay. Thank you.
21 MS. KARMAN: That's Juan Sanchez.
22 MS. BROOKS: Yes.

1 And John Creswell. No.

2 DR. CRESWELL: John Creswell is here.

3 MS. KARMAN: Very good.

4 MS. BROOKS: Thank you. Thank you.

5 Hearing that we have a quorum, I will now
6 turn the meeting over to the Panel Chair, Dr. Mary
7 Barros-Bailey. Mary.

8 DR. BARROS-BAILEY: Thank you, Leola. And
9 thank you all for attendance at the third quarterly
10 meeting for OIDAP Fiscal Year 2011.

11 If you would like to follow along with our
12 agenda and internals we are reviewing, please go to
13 our web site. And that is WWW "dot" SSA "dot" gov
14 "forward slash," OIDAP. And at the home page click
15 on the meeting page, and right at the top you will
16 see the Federal Register Notice for this meeting
17 along with our agenda. And two bullets below it,
18 you can connect to the agenda the draft operating
19 procedures, and also the draft of the Social
20 Security Administration's Occupational Information
21 System Fiscal Year 2011 Research and Development
22 Plan.

1 So we will be going through today with the
2 presentations by the Office of Vocational Resources
3 Development Director, Sylvia Karman, giving us an
4 update on the project. And we will spend quite a
5 bit of today's agenda reviewing the draft of the
6 Research and Development Plan. And then go into the
7 administrative meeting that will include reviewing
8 the Minutes, as well as the operations procedures.

9 In the web site you will also find agendas
10 from past meetings, as well as panel thought on
11 technical working papers and formal correspondence.

12 As we indicate at the start of each
13 meeting the charter of the Occupational Information
14 Development Advisory Panel, or OIDAP, is to provide
15 Social Security Administration with independent
16 advice and recommendations for the development of an
17 Occupational Information System to replace the
18 Dictionary of the Occupational Titles in the
19 disability program.

20 Our task is not to develop the OIS itself.
21 As our name applies it's to provide advisory
22 recommendations to the SSA as it develops an OIS.

1 We are also not a policy making body.

2 That is outside our charter.

3 Deb Lechner, who is one of our members, is
4 absent for today's meeting, and I know that Tom
5 Hardy has to leave early leave and will announce his
6 departure when he leaves.

7 Our meeting is scheduled for two hours
8 today, until 2:00 o'clock eastern time.

9 And according to the OIDAP's charter that
10 came into effect January of this year our panel
11 membership has increased up to and not to exceed 14
12 members. The last meeting we welcomed -- I welcomed
13 three new members, Dr. John Creswell, Dr. Tim Key
14 and Dr. Juan Sanchez.

15 Dr. Creswell was only able to attend the
16 last meeting telephonically for a short while, and
17 is able to be present with us for a full meeting
18 today. So welcome, John.

19 We also have two new members that will
20 complete the contingency of the full panel
21 membership of 14. On July 14th, Judge Andrew
22 Wakshul was sworn in as a panel member, and he

1 recently retired from the Social Security
2 Administration, and brings a depth and breadth of
3 experience having served many years as an
4 Administrative Appeals Judge, Executive Director of
5 the Office of Field Operations, and I believe
6 counsel on behalf of the Medical Vocational Grid
7 Regulations.

8 And just last Friday, on July 22, Pam
9 Frugoli joined the Panel. Pam's name should be
10 familiar to many of us given that she is -- she
11 presented to the Panel during our May meeting in
12 Baltimore in her capacity as an O*NET lead at the
13 U.S. Department of Labor. Pam has extensive
14 experience at DOL, and with her present position;
15 and previously with the Bureau of Labor Statistics.

16 I think it's important at this point to
17 indicate that we as Panel members do not wear the
18 hats of the entities in which we work or have
19 worked, or our individual professions. We are on
20 the Panel because of our expertise that we can bring
21 to the charter of the OIDAP that will help SSA in
22 the development of the OIS disability program.

1 So the main purpose of today's call is to
2 review the fiscal year 2011, the Research and
3 Development Plan for the Occupational Information
4 System.

5 And a little bit of history, on November
6 19, 2010 the Panel unanimously passed what we call
7 general recommendation number 8. And this
8 recommendation, if you are following along
9 telephonically and you would like to read it, can be
10 found on our web site. Again, that's SSA "dot" gov
11 "forward slash" OIDAP. If you go to the Panel
12 documents, you can find it under recommendation
13 number 8. And I would like to read it. It's a
14 little bit long, but I think it's important to
15 anchor our meeting today on our recommendations from
16 November.

17 And it says, "in keeping with its charge
18 to provide independent advice and guidance on plans
19 and activities to develop a new Occupational
20 Information System that, 'A,' help the Social
21 Security Administration meet its burden of proof and
22 be forensically defensible, 'B,' reflect all work

1 nationally; and 'C,' link residual functional
2 capacity to the requirements of work and that
3 replaces the Dictionary of Occupational Titles for
4 disability adjudicative decisions, the OIDAP
5 strongly recommends that SSA, one, take the
6 immediate steps to develop an overarching project
7 plan and timeline that specifies SSA's needs and
8 objectives with regard to occupational information.

9 "Two, develop a fully articulated research
10 plan and associated processes that provide for the
11 coordination of necessary scientific research and
12 allow for the incorporation of findings and results
13 as appropriate.

14 "Three, prepare and make available to the
15 Panel the overall project plan, including the
16 attendant research plans for advice and
17 recommendation before further developmental
18 activities for the OIS to proceed.

19 "Four, make public the aforementioned
20 project and research plans, thus delineating how the
21 agency plans to proceed in its efforts to develop
22 said OIS.

1 "The project plan should include
2 scientific and programmatic justification for SSA's
3 efforts going forward, as well as identification of
4 the criteria that will ultimately be utilized to
5 assess the performance of any new OIS system."

6 This is the main -- the bulk of the
7 recommendation. More detailed information is
8 available on the recommendation for those who would
9 like to read it.

10 I would like to applaud SSA for taking
11 recommendation number 8 to heart, and developing the
12 first draft of such a Plan that we will be reviewing
13 today. I have seen various prepositional versions
14 of this Plan, and understand the trajectory of its
15 development. It has taken a lot of thought and has
16 taken a lot of work, and I appreciate where we are
17 in the Plan.

18 For the Panel, the Panel has provided the
19 ability to reorganize vis a vie the needs of the
20 project. As Chair, I'm thankful for this Plan,
21 because it helps articulate a vision that allows me
22 to work with the Panel and the executive

1 subcommittee in better planning agendas and future
2 vision.

3 Thus, we have reorganized the Panel --
4 Panel subcommittees to streamline them along with
5 the functional needs of the project.

6 Previously, we had standing committees
7 that were developed to meet the needs of those
8 phases of the project. At this point we have
9 reorganized the Panel into four main standing
10 subcommittees. They include the Job Analyst
11 Subcommittee that's chaired by Deb Lechner. Members
12 of that subcommittee are Bob Fraser. Shanan Gibson,
13 and Tim Key, and Tom Hardy.

14 The Sampling Subcommittee is chaired by
15 Allan Hunt. Members are Abigail, Dave, John, Juan,
16 and Pam.

17 We have the Taxonomy and Instrumentation
18 Subcommittee that is chaired by Shanan Gibson. And
19 the members are Abigail, Andy, Dave, Deb, and Kim.

20 And we have the User Needs and Relations
21 Subcommittee. That is chaired by Janine Holloman,
22 and the members include Andy and Tom.

1 And at times we will have the opportunity
2 to develop ad hoc groups to meet the needs of the
3 OIS research and development process. That will be
4 announced as it emerges.

5 And at this point I would like to turn
6 over the agenda to our project director, Sylvia
7 Karman who will provide us an update of the activity
8 of the project since our May meeting.

9 Sylvia, welcome.

10 MS. KARMAN: Thank you, Mary. Welcome,
11 everyone.

12 This is Sylvia Karman. And I am just
13 going to go over the director's report from what has
14 happened in the Office of Vocational Resources
15 Development since our May meeting 2011. And so,
16 obviously, as Mary just pointed out, we completed
17 the 2011 R&D plan, and I'm going to be giving you an
18 update on a number of the activities that are also
19 reflected within the plan.

20 So as I said, the FY 2011 version of the
21 OIS R&D plan is available now on the web site that
22 Mary has given you. We are also creating an OIS

1 project web site, which we hope to have up very
2 soon, maybe within the next few days that will have
3 that information there as well, including other
4 information about the project.

5 What I would like to frame for those of
6 you who are listening and are not familiar with
7 the -- any of the work we have been doing on the OIS
8 R&D Plan -- we did report on it in the May Panel
9 meeting, but I will just go over that again.

10 The OIS Research and Development Plan is
11 intended to be a living document. The input that we
12 will be receiving from the Panel today and over the
13 next weeks and months, and as well as any public
14 input that we receive will also inform our fiscal
15 year 2012 version. So we intend to -- we do intend
16 to update the Plan at least once annually.

17 I think somebody is speaking, and we're
18 hearing it. Star six to mute.

19 DR. BARROS-BAILEY: Yes. Just a reminder
20 that when people are presenting if you want to mute
21 your phones or do a star six to mute. And then when
22 you would like to speak, do star six and you will be

1 unmuted.

2 Go ahead, Sylvia.

3 MS. KARMAN: All right. Thank you.

4 So the next area that I just want to give
5 some updates on involve our baseline activities.
6 And again, if one was to open to the table of
7 contents of our Plan, you will see the baseline
8 activities are indicated under section four. Right
9 now staff is completing its investigation for
10 domestic OIS and -- or domestic OISs. We have been
11 reaching out to a number of other entities, federal
12 agencies, and also King County in Washington state
13 to help inform that investigation.

14 We intend to be preparing a final report
15 later this summer that will pull together the
16 information from the international and the domestic
17 OIS investigations, so that we have a final report
18 at the end of September.

19 Also, under "baseline activities," another
20 activity that we have indicated there is the
21 Occupational Medical Vocational Study, which, again,
22 we reported on that, a brief panel on that activity

1 a couple times already. We have completed our
2 appellate reviews. The case reviews for the
3 appellate level. We are now conducting our QA
4 reviews, and we expect to finish those at the end of
5 the summer. The next step will then be our final
6 data analysis and pulling together a report on that
7 as soon as those -- the QA reviews are finished.

8 Another baseline activity that we have
9 underway involves the blank purchase agreement that
10 we have with ICF International. The title of that
11 BPA, as we call it, is the job analyst recruitment
12 training and certification business process. And we
13 have received from ICF call one, the draft final
14 report. Also, we are reviewing ICF's call two draft
15 report, the section on recruitment and training. We
16 are expecting a draft final by August 11.

17 Another -- oh, so moving on to the
18 standards. We have several -- three areas of
19 standards for the OIS. First one is the legal
20 standards. We are in phase four of that, which
21 means we are preparing a final paper. It is in
22 revision within OVRD, will then go to review in

1 OVRD, and our -- my management. And then we will
2 also ask our Office of General Counsel to review,
3 and then that document will be shared with the Panel
4 and also the OIS Development Workgroup. And we
5 anticipate finishing that work in September.

6 OIS standards for usability is now
7 beginning to move into phase two where we will have
8 a study design. We have drafted a phase one, which
9 is our conceptual design of what we intend to
10 accomplish. We have met with the -- Social
11 Security's usability center. And we anticipate
12 having another meeting next week, which will
13 further -- give us further information that will
14 help us complete these study design for phase two.

15 The standards themselves and usability
16 activity plan we expect to finish in the early part
17 of the fiscal year 13 -- excuse me, fiscal year 12,
18 possibly in October.

19 The OIS standards for scientific. We have
20 completed phase two. A number of Panel members
21 have, again, reviewed that. Thank you. We are now
22 completing phase three. Toward the end of phase

1 three we will then need to -- as a part of our
2 methodology that we outlined in phase two, we will
3 be speaking with one or more subject matter experts
4 either within SSA or possibly externally. In this
5 case maybe one or more Panel members, so that they
6 can see what information we have pulled together so
7 far through phase three. And then we will be able
8 to pull that together and develop a phase four final
9 document for our scientific standards.

10 The next area that we have underway
11 involves OIS design elements, and the development of
12 the work taxonomy. Toward the development of the
13 work taxonomy we have completed phase four
14 documents, a final paper for the DEC inventory, that
15 has just completed review within the Agency. We
16 will then want to share that phase four document
17 with Panel members, and the OIS Development
18 Workgroup, and will be in completion there.

19 The next portion of our work for taxonomy
20 would involve our developing a study design or phase
21 two to get us into the completion of a taxonomy. So
22 that's the second piece of that. We also have a

1 work analysis paper that is a result of the
2 literature review that the staff have conducted over
3 the last few months, and we expect to have a paper
4 finalized within my office over the next two weeks.

5 The next area that isn't reflected in
6 the -- the next three areas that are not necessarily
7 reflected in the Plan itself, nonetheless very
8 important, because they certainly help us with our
9 movement forward, our research and design, as well
10 as our ability to bring resources to the table. We
11 have -- Social Security has posted, as many of you
12 may know, a position in June and July for senior
13 research psychologist. That posting has closed last
14 week. We are now reviewing the applications. So
15 I'm happy to report that there is definite movement
16 in that area.

17 Also, we have engaged industrial
18 organizational consultant services through the
19 recent RQ that we had made public. And awards were
20 made to Morgensen Consulting, LLC, and Personnel
21 Systems and Technology Corporation. That would be
22 Dr. Frederick Morgensen and Dr. Robert J. Harvey.

1 And the kick off meeting to begin our work with both
2 Dr. Morgensen and Dr. Harvey is tomorrow, July 28th.

3 Then last but not least, we are also -- as
4 I mentioned very early on, we are developing an OIS
5 project web site. So you can expect to see that
6 very soon. As soon as that is up we will send an
7 e-mail from our OVRD "dot" OIS at SSA "dot" gov
8 e-mail and you will be informed about the new web
9 site. We are also expecting to launch that web site
10 in late July, which it is.

11 So anyway -- so that is the director's
12 report, Mary. Thank you.

13 DR. BARROS-BAILEY: Thank you, Sylvia, for
14 that report. Just a question. I know that you
15 mentioned the position for the lead scientist as of
16 last week and you're reviewing applications. Is
17 there a timeline for hiring for that position or
18 where is that?

19 MS. KARMAN: It's difficult to say what the
20 timeline may be, because we will still want to
21 conduct interviews. So then we need to be scheduling
22 those interviews within the next few weeks, dependent

1 on when individuals may be available to speak with
2 us. And then from there, once, you know, our
3 management has made a selection, then we would want
4 to work out when that individual may be ready to come
5 onboard. So, you know, it's sort of an iterative
6 process there with regard to when an individual may
7 be ready, you know. Then, also when we may be able
8 to schedule interviews. So we are looking to do
9 interviews very soon.

10 DR. SCHRETLEN: Sylvia, this is David. Can
11 you give a ballpark estimate of how many responses we
12 got?

13 MS. KARMAN: I don't know that I am
14 permitted to do that. There were dozens. Let's put
15 it that way.

16 DR. BARROS-BAILEY: Are there any other
17 questions for Sylvia in terms of the director's
18 report?

19 Okay. Sylvia, if you will then go through
20 the panel -- or the OIS Research and Development
21 Plan presentation in terms of what you would like to
22 present about it, then we will go into deliberation

1 about it.

2 MS. KARMAN: Okay. And I will try not to
3 take up too much time, because I know we have done
4 this to some degree in May. And for those who are
5 listening again I don't want to actually, you know,
6 force the Panel or others to have to go through this.
7 But I think it's worth mentioning again that the
8 intended audience for this Plan is individuals who
9 monitor and watch what the Agency is doing in general
10 with it's Agency Strategic Plan Initiative. So that
11 might include, for example, the Office of Management
12 and Budget, perhaps, staff in Congress, also, the
13 Government Accountability Office. You know,
14 individuals and entities such as that.

15 Also, there are certainly many entities
16 and individuals in the public who have a great
17 interest in the work that SSA is doing. So that the
18 plan is written at a level that hopefully will give
19 someone a window onto the project for a snapshot, a
20 period of time. So we are closing the door as of
21 July, 2011. This is where we are.

22 Obviously, in August we will have moved

1 forward in some areas so that by the time we are
2 ready to, you know, take comments that we receive
3 from the Panel and others into consideration and
4 make changes, as well as changes that might come as
5 a result of budget, you know, changes or resource
6 issues there. Or, in fact, frankly, the results
7 that come from our work should, quite frankly, alter
8 the Plan to some degree in the sense that it would
9 move us forward in certain areas, and we are able to
10 close the door on one activity, move on to another
11 new questions may arise.

12 So, you know, we look forward to making an
13 update to the Plan, you know, earlier in 2012 than
14 we did in issuing it in 2011. So that's one thing.

15 Another feature that I think is important
16 to mention is that we in this Plan are trying to put
17 forward just that activity that the Agency must
18 undertake in order to develop the Occupational
19 Information System.

20 Certainly, the Agency will have additional
21 phases for the overall project, you know, as our
22 work in research and development is underway and,

1 you know, begins to bear fruit. And as we begin to
2 complete the research and development and have gone
3 through the first few stages of data collection
4 where we now are beginning to bring in data to
5 populate in the OIS, we -- then the Agency certainly
6 recognizes that there will be what we are calling
7 post R&D activity.

8 If one goes to the table of contents you
9 will note on page eight that we have in section
10 seven -- just provided a very brief overview of what
11 the Agency anticipates will need to happen in post
12 R&D activity. So that monitoring authorities or
13 others who take a great interest in what we're doing
14 see that the Agency does, in fact, acknowledge and
15 recognize that there is other work that needs to be
16 done beyond what we're doing now, for example, you
17 know, integrating the information that we are
18 bringing into the OIS with SSA's disability systems,
19 for example.

20 Certainly, our adjudicators will need to
21 be trained on the use of this information. So there
22 is some, you know, very important activity that

1 needs to happen afterwards, and not the least of
2 which will be the ongoing maintenance and research
3 that also needs to continue for the OIS to remain
4 viable and flexible for the Agency and for the
5 disability populations that we serve.

6 Just as an overview for the table of
7 contents to kind of orient new readers to this, you
8 will see that we have outlined the objectives up
9 front. Then we give a short description of the
10 organizational components, which are the entities
11 that our office, the Office of Research -- the
12 Office of Program Development and Research, and my
13 office, the Office of Vocational Resources
14 Development interact with on almost a daily, if not
15 weekly, monthly ongoing basis. That certainly
16 includes the OIS Development Workgroup, the Panel;
17 and then there are other components that we must
18 deal with in Social Security, such as the Office of
19 General Counsel. So we just identify who we work
20 with, and how that happens, and who those
21 individuals are, or who those industries are.

22 Also, we indicate -- we provide in section

1 three just an overview of our business process that
2 can help orient readers to understand that there is
3 a process by which we are intending to develop the
4 variety of activities that are listed under section
5 four and section five, and that there is a process
6 of consultation and information sharing, certainly
7 with the project components. And, you know, at the
8 point that we are in a position to release
9 information certainly with the public.

10 Then section four covers research and
11 design activities we differentiate section four from
12 section five in the sense that here are all the
13 activities in section four that need to happen,
14 including, you know, two pilots. One is a prototype
15 pilot, which is intended to sort of test all of the
16 working parts of the OIS data collection system and
17 instrumentation, job analyst process, you know,
18 the -- the data management system; you know, the
19 database architecture, all of that, before we
20 actually go to national pilot.

21 So all of that work needs to happen. Then
22 at the very tail end of that we certainly would want

1 to conduct some program evaluation about the
2 potential integration of new OIS information into
3 our programs, and how well users are able to apply
4 that data. If we garner information from the
5 earlier pilot, we will initiate a program evaluation
6 at that point as well. So there may be -- you know,
7 at a minimum there will be one, perhaps even two,
8 so -- program evaluations.

9 Then we go to section five. Here we're
10 really talking about rolling out the actual data
11 collection process for the very first time. So we
12 are still counting that under research and
13 development because we are in the midst of
14 populating the database for OIS. And you will see
15 the three major activities under that. Then there
16 is, of course, a timeline that sort of puts both
17 those sections four and five together, and then
18 appendices.

19 So Mary, is there anything else do you
20 think I should cover before you all launch into some
21 discussion?

22 DR. BARROS-BAILEY: No. I think that's a

1 great presentation. At this point I would like to
2 open it up to the Panel to ask Sylvia and the staff
3 questions about the Research and Development Plan,
4 and any comments that you have about the Plan. So if
5 you would announce your name before you make a
6 comment, that would be great.

7 Are there any questions?

8 HONORABLE WAKSHUL: This is Andy Wakshul.

9 I have a question.

10 As I look at the Plan I was impressed
11 certainly with the breadth and the scope of it, and
12 how detailed it was. But I notice that the timeline
13 extends out pretty far, five years at the bottom of
14 the chart, and that's only for data collection. Do
15 you have an idea when this will be an instrument
16 that adjudicators will be able to use in making
17 disability determination? It's got to be after
18 2016.

19 MS. KARMAN: This is Sylvia. We anticipate
20 that through a program evaluation and any information
21 that we have collected through 2016 if, in fact, we
22 are targeting, for example, occupations that are

1 frequently presented to us in claimant's vocational
2 work histories, there may be the possibility that the
3 Agency would be in a position to begin using that
4 information for those areas of work.

5 But, again, that kind of bleeds over a bit
6 into OIS integration and systems development. So
7 when we had discussed that exact issue with the OIS
8 development workgroup we felt that at least for the
9 first iteration of this plan in FY 2011 that the
10 Agency was not yet ready to indicate when it might
11 have a start date, because the work that would be
12 needed to have that date in mind has not begun --
13 with regard to integration, that is.

14 HONORABLE WAKSHUL: Okay. That's a fair
15 answer. I guess I'm concerned that this is an awful
16 long time.

17 MS. KARMAN: We will have data by 2016.
18 So -- but I cannot say whether or not the Agency will
19 be in a position to begin using it. You know, it
20 certainly may well be. Especially if we conducted
21 program evaluation with pilot information -- or data
22 that comes from the pilot, that may very well put us

1 in very good stead to begin, you know, the Agency's
2 work in terms of, well can we integrate some of the
3 data that we're seeing for the types of occupations
4 that we tend to find come up most frequently when
5 claimants apply for disability?

6 HONORABLE WAKSHUL: Thank you.

7 MR. HARDY: This is Tom, I guess I will go
8 next.

9 DR. BARROS-BAILEY: Tom, and it sounds like
10 Allan also wanted to say something. So go ahead Tom,
11 and then Allan.

12 MR. HARDY: Okay. Good morning, Sylvia.
13 How are you?

14 MS. KARMAN: Fine, Tom. How are you?

15 MR. HARDY: I am okay. It's too hot over
16 here.

17 I am looking at section two, Occupational
18 Title Taxonomy, key questions. And I know that this
19 is a development thing that will change over time,
20 but I'm curious about D, E and F, especially E, "how
21 comprehensive does the taxonomy need to be, all
22 occupations or only jobs most prevalent among SSA

1 claimants?" Is that sort of a working question, or
2 will that be redefined? Or is that the question you
3 are really going to be looking at?

4 MS. KARMAN: I think this is a question
5 that needs to be further defined. I think this is
6 also part of some of the issues that we may need to
7 take up under "design decisions." You know, because
8 we are not sure yet if -- for example, when we
9 develop a title taxonomy that we are necessarily
10 going to have the same level of detail for all jobs
11 across, you know, all the areas that, you know, are
12 represented within the nation.

13 For example, do we need to have as
14 detailed information as we would want for cashier,
15 truck driver, teacher? Would we want that same
16 level of detail available for physicist? So, you
17 know, there is some issues there that we knew we
18 needed to represent in the Plan as -- you know, to
19 indicate that -- that it's in our mind. You know,
20 that we're looking at it. It's on our plate to take
21 up and look at. But we're -- we haven't come to
22 closure on exactly what that might -- what the title

1 taxonomy may look like. Especially given that we're
2 pretty sure it isn't going to be the 12,795
3 occupations that are reflected in the DOT, and it's
4 going to be more than what is in the SOC. So --

5 MR. HARDY: Okay. That makes sense to me.
6 I was just concerned with the phrasing of --
7 especially "E," all occupations in the economy or
8 only jobs prevalent among SSA. As long as we're
9 going to be refining that, that's the answer I need.

10 The other question I had was under "R,"
11 evaluate potential integration, and I am down to
12 three. Again, I know we're going to be playing
13 around --

14 MS. KARMAN: Sure.

15 MR. HARDY: -- as we go on. This is more
16 of a philosophical question. Three, "D," you have
17 got, conduct studies involving completed disability
18 claims to compare the application of new OIS with
19 pre-OIS to see what's going on there.

20 Something that sort of struck me about the
21 way that's organized. You are going to be comparing
22 the new system with basically the old system, but we

1 know the old system is flawed. So as a
2 philosophical question, does it make sense to
3 compare a flawed system to a new system? Or is
4 there another way we can look at measuring what
5 we're doing? I just put that out there now as
6 something to think about, because I wonder how
7 useful information will be easy to get about
8 something that we know doesn't work.

9 MS. KARMAN: Well, I don't think it's the
10 statement of global it doesn't work. For us under
11 "usability" this is something that OVRD is already
12 pursuing with regard to the usability standards and
13 on developing an activity plan for how -- excuse me,
14 how we will move forward.

15 One of the things we need to be able to
16 identify is exactly, you know, the process as it is
17 now. Where are all the various points in steps four
18 and five where an adjudicator needs to use
19 occupational information now? And you know, what
20 would best assist them in terms of occupational
21 information?

22 So while we recognize certainly globally

1 that there is some aspect of, you know, our current
2 use of DOT information that is certainly limited, we
3 would want to be a little more specific about what
4 that is. And what I would want us to be concerned
5 about here is that we are -- we are providing at
6 least the functionality that's required and then
7 some. So it's the -- you know, where the then some
8 begins, and where the functionality that we
9 absolutely need no matter what, where that ends.

10 So we just need to be sure that we're able
11 to deliver that, and so, therefore, we do need to
12 make some kind of comparison. That, on the other
13 hand, does not, you know, prevent us or forestall us
14 certainly from, you know, conceptualizing other ways
15 in which we could explore that. And again, I think
16 that that's certainly something that will come from
17 usability standards and usability activity plan, as
18 well as, you know, a variety of design decisions
19 that we will need to be making as we move forward.

20 So I'm sure we will be hearing from -- I
21 think this will be an area of discussion with the
22 Panel and OVRD will want take up.

1 MR. HARDY: Okay. Thank you.

2 DR. BARROS-BAILEY: Okay. Allan.

3 DR. HUNT: Yes. I wanted to ask for a
4 little bit more illumination on the second phase of
5 the OccMed-Voc study. And I don't know if anyone is
6 on the line who is intimately familiar with. But I
7 would like to have some idea of how the appeals
8 claims looked compared to the first level claims.
9 And also something about the Plan in terms of
10 presenting that, and also using it to guide any
11 possible prioritization of data collection.

12 MS. KARMAN: Okay. Let me just take your
13 first question there. The information from the
14 appellate level review. I mean, you know, in a
15 global aggregate way what I'm hearing from the staff
16 and people that are taking on that activity and just
17 completed it, there weren't significant differences.
18 But we don't have the data yet, because we're still
19 in QA. So there is no possibility for us at this
20 point to do a data analysis. So I can't answer the
21 question better than that at this stage.

22 Allan, could you just give me a thumbnail,

1 again, of your second question? It had to do with
2 the Plan and what changes we might be making.

3 DR. HUNT: Well, no. I'm thinking first in
4 terms of the data analysis and whether that will be
5 available before the September meeting, for instance,
6 or whether you will present it at the September
7 meeting. And -- yeah -- go ahead.

8 MS. KARMAN: Okay. It might be. Again,
9 you know, we need to complete the QA reviews, and
10 dependent upon whatever issues come up with that, you
11 know, even if we say we have this much of the QA
12 completed, which we're probably about halfway
13 finished, I think, with the QA. But if there are
14 issues, then the QA -- members of the QA team need to
15 go back and address those things.

16 So it's not -- I'm not sure if, in fact,
17 it will be finished by the end of August, in which
18 case we could certainly be complete with data
19 analysis by the time of the September meeting; but I
20 cannot -- I cannot say that for certain.

21 DR. HUNT: Right. And then the longer term
22 question was is someone thinking about how those

1 results, especially given the nature of Andy's
2 question a minute ago, but how those OccMed-Voc
3 results may guide some sort of differential data
4 collection that speaks to the priorities for the
5 Agency in terms of possible pilot testing or possible
6 whatever.

7 MS. KARMAN: Yes. I'm looking for it in my
8 document.

9 We do intend to incorporate -- certainly
10 if I go to national pilot. We are -- oh, yes.
11 Well, there are -- thank you, Clair.

12 There are on page 27, under "H," we do
13 refer to a number of -- you know, the kinds of
14 design decision that may come about as a result of
15 the work that's done in baseline. So that's the
16 first place I think that you are going to see it.
17 And then that kicks you off into as we develop the
18 national -- you know, prepare for the national pilot
19 we are -- we certainly will want to use the
20 information that comes from the OccMed-Voc study to
21 inform, you know, which occupations we may want to
22 target first.

1 And then we look at section five where we
2 are developing a data collection plan. We're
3 certainly wanting to do that at that stage as well.

4 DR. HUNT: Right. Right. Yeah. I'm just
5 wanting to make sure that someone is thinking about
6 that, because given the pressure -- or even from the
7 associate commissioner's level, I guess, I anticipate
8 that's going to become an issue at some point.

9 MS. KARMAN: So page 32, we actually do
10 mention it under sampling under "K." So if we go to,
11 develop prototype sampling plan, which will then be
12 subsequently refined after each pilot. And then as
13 we move into stage data collection or stage roll out.
14 If you look at "K," 3, "C," you will see that we
15 right there have, you know -- we have put into the
16 actual document the fact that we do need to take a
17 look at results coming from OccMed-Voc.

18 DR. HUNT: Good. Thank you.

19 MS. KARMAN: Okay.

20 DR. PANTER: Hi, this is Abigail.

21 About the Plan, I know it is a dynamic
22 document. I'm wondering if you could talk about the

1 plan for reviewing the document, because -- just
2 sort of building on the last point, there will be
3 changes, and we want to make sure that we're able to
4 evaluate the Plan over time. I know it says it's
5 yearly, but I would like to know really when we plan
6 to do that each year?

7 MS. KARMAN: Well, I would like -- I think
8 it may be helpful for us to take, you know -- I guess
9 if we're in July now, look at what we may be able to
10 do by December or January. So that within the next
11 six months -- because I think that there still will
12 be enough movement with regard to the activities that
13 we're doing. Closing out some activities, launching
14 some other major activities that I think will be
15 valuable.

16 So, you know, that's just my estimate,
17 because I'm thinking it might just be valuable, you
18 know, for us to be dipping in and making a change at
19 a point where there is a lot of update.

20 Also, in terms of our own -- the federal
21 government budget cycle, or contracting cycle, or
22 acquisition cycle, it might be very beneficial for

1 the Agency as well as, you know, the Panel and the
2 workgroup -- they are certainly part of the
3 Agency -- to have an updated version of the Plan in
4 2012 to work from as we, you know, are moving into,
5 you know, the next budget cycle -- the next budget
6 year. I think that's helpful -- that's helpful for
7 us. Even having a draft plan has been very helpful
8 to us in that regard.

9 So getting back, though, to the more
10 specific question I think you are asking me about
11 is, you know, in terms of what information we may
12 want to get from the Panel. You know, any concerns
13 or thoughts or questions that you have we would be
14 very interested in hearing from you either today or
15 in the next -- you know -- you know, couple months
16 moving forward so that, perhaps, by the September
17 Panel meeting we will have had the input from the
18 Panel.

19 And Mary, you know, I don't know if you
20 had other thoughts about how you wanted to structure
21 that with your, you know, new subcommittees. But I
22 do think that having the Panel's input soon as in,

1 you know, by the end of August would be really
2 helpful for us.

3 DR. BARROS-BAILEY: Sylvia, a question for
4 you. How long does SSA plan on having for comments
5 from the public in terms of review and input?

6 MS. KARMAN: It's just up there. It's up
7 there for reference, for review. People can send us
8 comments at any point. We do not have a comment
9 period.

10 DR. BARROS-BAILEY: Okay.

11 DR. PANTER: I'm just thinking -- not
12 really focused on this period right now, but my
13 question really is about moving forward at regular
14 intervals. Where there is change to the Plan I think
15 it will be good for us to be able to review what
16 those changes will be. So in a structured way. Not
17 too often, but not too seldom.

18 MS. KARMAN: Sure.

19 DR. PANTER: Figuring out when that would
20 be that's a very useful piece. Because it is
21 dynamic, and we will learn from each phase.

22 DR. BARROS-BAILEY: I will take note and I

1 will work with Sylvia in terms of maybe coming up
2 with a timeline and working through the subcommittee
3 chairs on that.

4 DR. PANTER: Okay. Thanks.

5 DR. FRASER: This is Bob. I had a question
6 for Sylvia.

7 If we find, say, 262 positions, you know,
8 encompass 96 percent of the claimants', you know,
9 jobs, the physicist type of position, for example,
10 couldn't that be analyzed on a case by case basis
11 for our job analysis as we build up an additional
12 database over time?

13 MS. KARMAN: This is Sylvia.

14 That may be the case. Again, I think this
15 is a design decision for us, because there are
16 issues that we will have to deal with in terms of
17 the integrity of the data. So for example, we have
18 an instrument, you know. If we go to gather
19 information from a variety of positions across the
20 country to try to get all -- you know, the positions
21 that are representative for our program work.

22 We're going to have to work out how

1 that -- how that information may need to be
2 represented. So there is some aspect there that I
3 can't -- I can't really address right now. And I'm
4 also -- you know, we still have not completely come
5 to terms with where we need to go with title
6 taxonomy. You will note that it's certainly not
7 among the first few things that are in our list. It
8 is important, and we do refer to it, you know, even
9 as soon as where we're developing the prototype
10 sampling plans. So it's certainly in our mind that
11 we need -- that we're going to need to deal with
12 some decision making there.

13 But certainly -- you know, even if we're
14 targeting, you know, the top occupations that are of
15 most interest to SSA, because these are the things
16 that claimants present with, still at step five we
17 need to be able to make a decision, you know, that
18 the law requires there. So we just need to come to
19 terms with that.

20 So I'm not -- I'm not sure that what you
21 have recommended wouldn't be a good idea. It's just
22 I cannot say for certain whether that's exactly the

1 method -- the road we will go down.

2 DR. FRASER: Thank you.

3 MS. KARMAN: Sure.

4 DR. BARROS-BAILEY: Are there any other
5 questions or comments on the Plan?

6 DR. SCHRETLEN: Yes, Sylvia, this is David.

7 MS. KARMAN: Hi, David.

8 DR. SCHRETLEN: I guess I want to sort of
9 echo Andy's comments earlier. Seeing it all together
10 this is really a magnificent piece of work. I think
11 it's remarkable in its scope.

12 One of the things that -- this is a
13 question "slash" comment. And I wonder if Social
14 Security is thinking about this. Under roman
15 numeral seven, the post R&D activities, we talk
16 about ongoing maintenance and research. You know,
17 it is, obviously, at this stage extremely sketchy.
18 But I'm wondering if -- if it's worth thinking about
19 post R&D maintenance and research during R&D; and
20 that as we develop, you know, the pilot studies and
21 national studies that we think about what it is we
22 want to build in, in the way of ongoing development

1 of the OIS at the outset.

2 In other words, in a way I wonder if it's
3 not exactly a post R&D activity, but in some way
4 should become part of the very -- the design from
5 the very beginning that it might be that what we
6 think about is -- sort of going back to Bob's
7 comment that we start with a nationally
8 representative sample of occupations; but at the
9 very outset with the understanding that we're going
10 to be augmenting it and start at the very beginning
11 with sketching out what will be done later.

12 You know, this isn't a very well formed
13 question, but I think the point I'm just trying to
14 get at is that it may be worth thinking about
15 subsequent maintenance research during the initial
16 design.

17 DR. PANTER: I agree with that completely.

18 MS. KARMAN: David, this is Sylvia.

19 On page 27 under "H," Identify Key OIS
20 Design Elements. One of the key questions under
21 two -- it's 2, "D," as in dog, "how can SSA's R&D
22 activities lay the groundwork for ongoing

1 maintenance and research?"

2 "What is the sequence and timing for
3 addressing specified design decisions throughout the
4 R&D phase?"

5 I think both those questions -- the last
6 one gets it also, you know, literally R&D
7 sequencing, but also in terms of sequencing, where
8 might the Agency need to be taking into
9 consideration what its needs will be for ongoing
10 maintenance and research? What it is that we would
11 need to have in place?

12 DR. SCHRETLEN: Yes. I'm so glad to see
13 that. Thank you for drawing attention to that,
14 because it seems like by default we might think of,
15 well, as new occupations are developed, of course,
16 that's something that we would need to be attentive
17 to. As occupations -- the way jobs are done changes
18 or new occupations come on line.

19 MS. KARMAN: Absolutely.

20 DR. SCHRETLEN: But it might also be the
21 case that we think about the ongoing maintenance in a
22 fundamentally different way. That maybe there would

1 be sort of model for how the OIS is structured for a
2 nationally representative set of occupations. But
3 then subsequent research focuses on how additional or
4 emerging occupations might be evaluated in a
5 different way using a different kind of methodology.

6 MS. KARMAN: Yes, I agree. This is Sylvia.

7 DR. SCHRETLEN: Thank you.

8 MS. KARMAN: If you -- actually, again,
9 this is Sylvia. If any of you have, you know, ideas
10 along those lines that might rise to the level of
11 something that you would want to see in the next
12 Plan -- the next iteration, we would be very -- we
13 would be very interested.

14 DR. SCHRETLEN: Are you already beginning
15 to work on the fiscal year 2012 draft of this?

16 MS. KARMAN: No. No. We're actually
17 working on the work. I mean, no. I don't mean to be
18 funny, but we're actually -- really we're just
19 about -- as we're closing out almost everything
20 through G, we are actually now moving into H and I.

21 DR. SCHRETLEN: Fabulous.

22 MS. KARMAN: With DEC, disability

1 evaluation construct, phase four, we're already part
2 of the way through "I." So we're trying to move
3 along.

4 But yes, there will need to be a -- you
5 know, sort of a hard stop, at least for me, early in
6 the fiscal year where I say, okay, you know, at this
7 point now we begin to update the plan, and we work
8 from there. We give ourselves a stop and start
9 time, and then it's finished. Because otherwise,
10 you are just constantly updating it and it never
11 ends, and that isn't productive either. I know
12 nobody wants us to do. So -- but anyway.

13 DR. HUNT: This is Allan again.

14 But to associate myself with David's
15 thoughts, I mean, that's the whole point of the
16 Plan, of course, is to try to bridge this gap
17 between having your nose down doing the work, and
18 being aware of what the longer term and the external
19 developments, and all that is all about.

20 MS. KARMAN: Yes.

21 DR. HUNT: Again, I congratulate you on
22 doing an excellent job on this.

1 MS. KARMAN: Thank you. And I appreciate
2 the comments and input that we received from both the
3 Panel and from the OIS Development Workgroup. This
4 really was exceedingly helpful to us. It really
5 helped a lot.

6 We do meet -- the management team and OVRD
7 does meet on a regular basis. And those are the
8 kinds of discussions we have. Okay. Here is where
9 we are in the minutia; but rolling that up a bit,
10 what does that mean going forward? You know, which
11 thing touches on something else? If that rings a
12 bell, would somebody -- what do we need to do and
13 change in terms of focus?

14 That may not be as quite clearly defined
15 right here, because we're not quite in that level of
16 detail; but we do keep our eye on it. So -- and I
17 think that that's exactly what I'm really happy
18 about to have something, you know, in paper that --
19 or online that we can all look at and say, okay,
20 this is the map. So the Panel can certainly be of
21 great assistance there with us.

22 DR. BARROS-BAILEY: Okay. Are there other

1 comments or questions by other Panel members?

2 DR. SANCHEZ: Yes, this is Juan.

3 I don't know if this pertains to the Plan,
4 but more to the announcement that Sylvia made about
5 the consultants. Are there -- I'm curious as to
6 what are the topics that the -- that you guys have
7 in mind in terms of topics that the consultants that
8 have been retained may be helping you with?

9 MS. KARMAN: Thank you, Juan. This is
10 Sylvia. Excellent question. And it was actually
11 part of my notes and I neglected to cover it.

12 Both Dr. Morgensen and Dr. Harvey will be
13 meeting with us tomorrow at the kick off. The first
14 task that we want to undertake and have them
15 undertake is to, you know, develop a step by step,
16 or a blue print, or map, if you would for how we
17 need to move forward, given that we have a DEC, and
18 the Panel's recommendations -- the taxonomic
19 recommendations. What are the next steps that we
20 need to take to build out a taxonomy. That's one of
21 the first things we need them working on.

22 Did that answer your question, Juan, or

1 did you have like a more global --

2 DR. SANCHEZ: Yes. Yes.

3 MS. KARMAN: Okay.

4 DR. SANCHEZ: I guess take it one day at a
5 time, right?

6 MS. KARMAN: Well, there are -- you know,
7 we looked at the timeline. We do have both work
8 taxonomy, design decisions, instrument development
9 are coming up into the next fiscal year. So we will
10 be needing their advice and, you know, help in terms
11 of how we begin to launch those activities if, in
12 fact, they are activities that we might need to do, a
13 request for information and follow that with a
14 request for quote, bring on a contractor.

15 And to the extent that there is work that
16 our staff can be doing, you know, which of those
17 pieces can we quickly begin to move forward with?
18 And have a sound design and method that also maps on
19 appropriately with what our Plan has put forward.

20 And as we move along -- and I'm sure that
21 this will become part of our discussion -- as the
22 Agency and the Panel discuss and collaborate with

1 regard to the Plan and the project activities, and
2 where the Panel can be helpful in all of that is
3 that -- as we're moving forward we begin, you know,
4 to see that some aspects of these activities may
5 need to, perhaps, be broken out.

6 Perhaps we have an activity that's
7 represented as -- you know, just on its own at this
8 point, and perhaps, as we get closer to it and more
9 is learned through prior activity we may need to
10 break one activity into two, you know. So we do see
11 that there is that -- again, when I say that this
12 isn't laid in stone, I don't mean to make it sound
13 that this isn't a final draft. It is final for this
14 year -- this fiscal year. But we anticipate and
15 would want for it to also embody the kind of
16 flexibility that we need to have to learn from the
17 research that we do, so that we can actually make
18 the appropriate changes.

19 And that's kind of the work that we would,
20 you know, be bringing both Dr. Morgensen and
21 Dr. Harvey onboard with. It is just right now that
22 the -- you know, things that are up front and first

1 for FY12.

2 DR. SANCHEZ: Okay. Thanks.

3 MS. KARMAN: Sure.

4 DR. BARROS-BAILEY: I know we have some
5 Panel members who haven't asked questions or made
6 comments, and I just want to make sure everybody has
7 an opportunity to ask any questions or provide any
8 comments or input into the Plan.

9 MS. FRUGOLI: Hi, this is Pam Frugoli.

10 I don't know how far along the report is
11 on the OISs from different countries. And I know
12 I'm new, so I mean, I have all the information. But
13 I was just hoping -- you know, I have heard some of
14 the presentations at the last meeting, and I was
15 hoping there is a clear distinction between an
16 Occupational Information System and Occupational
17 Classification System. Because it seems we had some
18 of the -- some of the things that were reported on
19 were classification systems, and -- you know, the
20 data associated with the classification system is
21 what makes it an OIS. So I was just hoping that
22 that was clear.

1 MS. KARMAN: Pam. Hello, yes. This is
2 Sylvia. Yes, we are making a distinction.

3 MS. FRUGOLI: Okay. Good.

4 MS. KARMAN: And it is the distinction that
5 I understood you just now.

6 MS. FRUGOLI: Okay. Good.

7 DR. CRESWELL: This is John Creswell.
8 Sylvia, I have got a question for you.

9 MS. KARMAN: Hello, John.

10 DR. CRESWELL: Hello.

11 As you know, I'm a new Panel member. So I
12 am looking at all of this with somewhat fresh eyes,
13 certain learning that's needed on my part. I have
14 been spending the last three days -- I think I have
15 reviewed about 14 different documents.

16 MS. KARMAN: Oh, my. Wow.

17 DR. CRESWELL: So I'm getting up to speed
18 slowly. But there is something that has struck me
19 throughout as I look at these 24 research and design
20 activities. And that is that it seems like the
21 solution that's being presented without, perhaps, a
22 clarification of the problem. And I know that there

1 was this Power Point presentation on the SSA's
2 challenge to DOT, which goes over some of the
3 problems. But it just struck me that a baseline
4 activity could be to talk to a number all these
5 adjudicators, or to a number of adjudicators -- I
6 guess Debbie Harkin (phonetic) would fall into that.
7 She was a past disability examiner -- to talk to some
8 of these people, find out what exactly were the
9 problems they were having at steps four and five in
10 the sequential evaluation process and how might they
11 be remedied.

12 That kind of ties into our earlier
13 conversation today about the potential integration
14 of this new OIS in the operation. But why haven't
15 the adjudicators been interviewed and talked to? So
16 could you reflect on that a little bit.

17 MS. KARMAN: Yeah, actually, we did speak
18 to the adjudicators. In 2009 we interviewed
19 adjudicators, and -- thank you, Clair. Clair is able
20 to find these things more quickly than I can. Thank
21 you.

22 So if you go to page 24, "E," under

1 section four, identify SSA's OIS standards "colon"
2 usability. You will see that we asked some key
3 questions, general methodological approach. Then
4 under primary products in 2009 you will see under
5 "4," primary products/outcomes and milestones. We
6 conducted a user needs analysis.

7 I mean, that's not the only way in which
8 we learned of "the problem." The Agency has been
9 aware of the need for additional occupational
10 information, as well as current -- more current
11 occupational information for a number of years.

12 Some of that or discussion or information
13 is in the background section of the appendix -- I
14 think it's appendix one in the Plan. We also --
15 when we have our web site up we can have up online
16 for those that may be interested some of the other
17 background and working papers that the staff have
18 prepared and produced over the last couple years --
19 two to three years, actually, that do outline the
20 issue and the problem that we're faced with.

21 We also referenced the Agency's strategic
22 plan. And the Commissioner in the Agency's

1 strategic plan does delineate, you know, what the
2 top priorities are for the Agency and why. And
3 that's -- so that document also articulates the
4 concern that the Agency has had, and what it is
5 we're trying to accomplish and why.

6 DR. BARROS-BAILEY: It struck me that it
7 might be helpful to get to all the new Panel members
8 a copy of the User Needs Analysis, and the
9 presentations that were done on that.

10 MS. KARMAN: Sure.

11 DR. BARROS-BAILEY: That might be helpful.

12 DR. CRESWELL: This is John again.

13 So will that User Needs Analysis help
14 inform "H," which is the OIS Design Element?

15 MS. KARMAN: Yes, it can. It will probably
16 inform a number of things. It's going to inform, I
17 believe, on how we move forward in terms of
18 usability. And design is -- usability is a feature
19 of design because we have identified as our three
20 standards -- our three areas of standards, legal,
21 scientific, and usability.

22 So that means that each of our activities

1 we must be mindful to prepare study designs,
2 research designs. These activities need to take
3 into consideration what those standards are. So for
4 every activity we have to have that in mind.

5 So yes, it will be addressed there. Quite
6 honestly, it's addressed in work taxonomy, because
7 we are going to want to have elements that we -- we
8 would want to see in an Occupational Information
9 System that are going to be of most value to the
10 user -- to the Agency. So, again, we would
11 certainly be taking into consideration the user
12 needs analyses and any analyses or information that
13 we garner as we move along, you know, from our users
14 and others involved in Social Security who are
15 stakeholders.

16 DR. CRESWELL: This is John again.

17 So it will inform the kind of before and
18 after discussion we were having earlier here today
19 in the implementation phase as well?

20 MS. KARMAN: Correct. Correct.

21 DR. CRESWELL: So we can actually see what
22 has been going on in the past that then can be

1 compared to what is the new developments that come
2 through the OIS?

3 MS. KARMAN: That's correct.

4 DR. CRESWELL: This whole point was not
5 made very explicit to me, but -- and I just thought
6 that they were a key stakeholder group to learn from
7 in this whole process.

8 MS. KARMAN: Okay. Thank you. Yeah.
9 That's what we mean by usability standards. So for
10 Social Security's purposes that would be, in fact,
11 our adjudicators. That is not to say that there are
12 not other users external to Social Security for whom
13 the developments of the OIS is also critical. But at
14 a minimum that is the primary objective, you know, of
15 the usability standards is to provide OIS data that
16 will help SSA adjudicators more quickly and
17 accurately serve the public.

18 DR. HUNT: This is Allan.

19 Can I just follow on quickly with that?
20 Because isn't it also true that there is some
21 representation on the workgroup?

22 MS. KARMAN: Oh, Allan, thank you.

1 Excellent point.

2 So we have really, in effect, two sets of
3 panels. We have external advisors in the form of
4 the Panel, such as yourselves. And we also have
5 internal advisors. So we have an Occupational
6 Information System Development workgroup made up of
7 experts within the Agency who represent the
8 stakeholder offices.

9 And by that is meant like what Allan
10 brought up, that these individuals also bring to the
11 table, you know, the adjudicators's concerns, other
12 operational issues, the concerns that the
13 individuals who develop Social Security policy or
14 want to ensure that what we're working on meets the
15 regulations, you know. So those individuals are at
16 the table. And so we work both with the Panel and
17 the workgroup in that manner.

18 DR. BARROS-BAILEY: Thank you for that
19 question, John. I know we haven't heard from three
20 panel members. And I just want to make sure
21 everybody has an opportunity to ask questions.

22 Tim, Janine, or Shanan, do you have any

1 questions?

2 DR. GIBSON: This is Shanan.

3 I have just been enjoying listening to the
4 conversation, and I think that the points that I had
5 the greatest concern about were made very
6 effectively by David and Allan with regard to the
7 role of the Plan in the overall process, and the
8 guiding mechanism to direct activities so that we
9 don't just get caught up in doing activities and not
10 really understanding where do they fit into the Plan
11 and how they are going to further the goal. So I
12 think that point has been really well made, and I'm
13 happy with where things are at this point on the
14 answers.

15 DR. BARROS-BAILEY: Okay. Thank you. Tim,
16 or Janine, any questions or comments?

17 DR. KEY: This is Tim.

18 I don't have a question, but I would like
19 to express my appreciation of all the hard work that
20 SSA put into this. Sylvia, your team has done a
21 great job.

22 MS. KARMAN: Thanks very much.

1 DR. BARROS-BAILEY: Okay.

2 MS. HOLLOMAN: Yes, my -- what concerns I
3 have -- or questions I have, have been addressed and
4 I would just like to say that, you know, from when I
5 came on this Panel oh, about a year, year and a half
6 ago, there has just been this tremendous movement
7 forward now.

8 I agree with Andy that -- I was thinking
9 2016 is a long time when you have got people having
10 their case adjudicated by the old DOT. But we also
11 agree we were going to do this right. And when you
12 do this right you follow a methodology. And now
13 we're following that methodology. So I know we have
14 to do it right.

15 DR. BARROS-BAILEY: Thank you. Any other
16 questions or comments about the OIS R&D plan?

17 Okay. And Then our to do that I have on
18 there is for Sylvia and I to work together in terms
19 of putting together kind of a structure for the Plan
20 update and to filter that through the subcommittee
21 structure.

22 So is there anything else that the Panel

1 would like to see in terms of moving forward with
2 the Plan, that you would like to be addressed
3 between the Panel and SSA?

4 MS. KARMAN: I think I'm -- i probably
5 would be interested in knowing if there are any
6 concerns that the Panel members -- or even questions.
7 I mean, you know, even if something doesn't rise to
8 the level of concern, if there are questions or
9 thoughts or suggestions that any Panel members may
10 have, certainly, with any portion of the Plan. But I
11 think it would be very helpful for us to have some
12 input between now and the end of August for the
13 activities that are, you know, really up in front for
14 us in FY12. Because that is the launching pad for us
15 right now.

16 And -- so, you know -- some of those
17 questions, for example, while they may not affect
18 the Plan itself, they may well inform us as we
19 develop our conceptual and study designs, phase one
20 and phase two documents and the variety of
21 activities there.

22 So I think that the Plan could also be

1 kind of like, you know, a prompt, perhaps, for
2 raising some thoughts, some questions that, again,
3 while it might not, you know, lead to, you know, an
4 actual change in the way the Plan is worded or where
5 something takes -- you know, sequence of something.
6 But you know, some concept comes up or idea comes up
7 that, you know, you think may be very important for
8 us to consider as we begin this work which, of
9 course, the Panel through subcommittees are going to
10 be aware of as we move forward in the next few --
11 next week into next month. So that's what I can
12 think of right off the bat.

13 MS. FRUGOLI: This is Pam. I have a
14 question.

15 MS. KARMAN: Sure.

16 MS. FRUGOLI: Tell me if this is out of
17 order, if it's not related to the Plan, but -- or
18 maybe it's just that I don't know where this
19 information is. But you have mentioned that your
20 contract, I think, with Dr. Harvey and Dr. Morgensen.
21 And then there is the taxonomic workgroup, and then
22 you have a position we're filling. Do we have

1 information on these other pieces and parts, like is
2 there a staffing pattern? Whose contract is with
3 who?

4 MS. KARMAN: Yeah, we do have -- Pam, it is
5 not an out of order question. It is a good question.

6 You will notice that for the activities in
7 sections four and five numerous -- you know, number
8 5 in each of those subsections refer to contracts
9 currently awarded and completed as of the date of
10 the Plan.

11 We -- so those -- so, for example, when we
12 have a contractor come in to address a particular
13 activity, you know, we want to be able to report
14 that and put that in there. We did not -- we
15 elected not to put in staffing patterns at this
16 point, and we did not include a reference to the two
17 industrial occupational -- industrial organizational
18 psychologists that have joined us as consultants for
19 two reasons. One, because they would certainly be
20 covered in a number of different activities, and we
21 could, in fact, reflect them that way. But also,
22 because the contract was just awarded and we are not

1 even doing a kick off meeting until tomorrow. And
2 the Plan needed to go up on the web.

3 So -- but the staffing patterns and that
4 kind of thing may be something we want to -- we had
5 discussion about it. It's not necessarily a closed
6 door. But for this version we thought that,
7 perhaps, it would be -- you know, we wouldn't
8 include it.

9 MS. FRUGOLI: Okay. But we might be able
10 to get that at some future time?

11 MS. KARMAN: Well, I mean, we can certainly
12 discuss that with the Panel. I'm not sure that the
13 Agency wants to have that information public. So but
14 I'm not sure -- what was your question exactly?

15 MS. FRUGOLI: Well, I mean, the OIS
16 Development Workgroup. You know, that's something
17 different than the Panel, right? I want to know how
18 many people are on there.

19 MS. KARMAN: Oh, okay. So that actually is
20 described section two, page 13.

21 MS. FRUGOLI: I did read it all.

22 MS. KARMAN: Yeah, well, I mean, you know.

1 You haven't committed it to memory. I know.

2 So "A," is project components with direct
3 ongoing responsibility for OIS project activities.
4 We are listed. Then, of course, our senior
5 management. Then the OIS Development workgroup, and
6 it just describes it. The number of individuals on
7 that workgroup are approximately ten, maybe. Yeah,
8 there is about ten people on there.

9 And it varies with workloads. So one
10 individual may be designated as the representative,
11 and then if they have, you know, additional
12 assignments, you know, that might prevent them from
13 attending every single meeting, there might be
14 another individual who attends meetings with them
15 for a period of time so that they have to -- you
16 know, so they ensure coverage. So we just didn't
17 give the number, but we can certainly indicate it.

18 MS. FRUGOLI: No, that's fine. I see it
19 now. I guess --

20 MS. KARMAN: Does that get at what you are
21 asking, who all these different entities are that are
22 working with us?

1 MS. FRUGOLI: Yes.

2 MS. KARMAN: Okay. The next page under
3 "stakeholders" also identifies, you know, all of the
4 interested parties -- possibly interested parties
5 here. You know, some of them are federal government.
6 Some of them are private. So we tried to cover the
7 gamut there.

8 MS. FRUGOLI: Okay. Thank you. I want to
9 say you have been very helpful starting off to be
10 able to start with this Plan.

11 MS. KARMAN: Thanks.

12 DR. BARROS-BAILEY: Okay. Any other
13 comments or questions or responses to Sylvia's, I
14 guess, proposal or advancement of reply by the end of
15 August to the current Plan?

16 Okay. Not hearing any, I'm going to move
17 us to the next agenda item, which is the
18 administrative meeting, and there we have two areas
19 to cover. We all received a copy of the draft
20 meeting Minutes for the May 2011 meeting. I know
21 that I had quite a bit of corrections to the
22 Minutes.

1 And at this point whenever we do a
2 teleconference, anything that we vote on needs to be
3 ratified at our next face-to-face meeting. There
4 were so many changes to the Minutes that I felt
5 compelled to move them from this agenda and move
6 them to the September agenda until those corrections
7 are made. Both corrections in terms of style and
8 some basic things, in terms of when the meeting was
9 called to order and adjourned, so that those can be
10 corrected.

11 I know that I heard that other Panel
12 members might also have corrections to the Minutes.
13 I would request that those corrections be sent to
14 Leola so that corrected draft Minutes is reviewed
15 when we meet face-to-face. Because of -- the
16 Minutes need to be under FACA ratified by the date
17 from the time of meeting, I would request that
18 instead of us receiving the Minutes in the order
19 that we have been receiving them, that we receive
20 them much sooner. That is, that the Minutes be
21 compiled and completed within the first 45 days
22 after the date of the meeting, so that they could be

1 reviewed by the Panel Chair and the DFO within two
2 weeks and sent to the Panel.

3 If there are not 90 days between meeting,
4 such as between this teleconference and the
5 September meeting I'm going to ask that the Minutes
6 be received by the Panel chair no later than the
7 month before they will be voted on by the Panel. So
8 in this case -- this case would be August 22nd,
9 before -- a month before we meet in September to
10 allow two weeks for review and then dissemination to
11 the Panel two weeks before the meeting.

12 The Minutes are what stands after the
13 Panel is long gone. It provides a review of the
14 facts that happened during the meeting, and it is an
15 historical document. So these are very important to
16 be done accurately and consistently throughout the
17 process.

18 At this point before I go on to the second
19 administrative point in the meeting, is there any
20 input into the Minutes that anybody would like to
21 make? Or if you would just like to get your changes
22 over to SSA, that would be great.

1 MR. HARDY: Mary, this is Tom Hardy. I'm
2 going to submit these after this comment, but I did
3 send you, Sylvia, and Leola my changes to the
4 Minutes. I heartily endorse the idea of trying to
5 get them out sooner so we can take a look at them.
6 Okay?

7 DR. BARROS-BAILEY: Okay.

8 MR. HARDY: Thank you. I have to get off.
9 Good bye.

10 DR. BARROS-BAILEY: Okay. Thanks, Tom.

11 MS. FRUGOLI: This is Pam.

12 I wanted to ask, even though I was not a
13 Panel member. At the last meeting I did -- we did
14 give testimony, presentation. So may I submit
15 corrections to the presentation part?

16 DR. BARROS-BAILEY: Yes, absolutely.

17 MS. FRUGOLI: Thank you. I will mail those
18 in.

19 DR. BARROS-BAILEY: And we have actual
20 transcripts of the meeting if that's helpful.

21 MS. FRUGOLI: Oh, really. How do I -- do I
22 go through Leola?

1 DR. BARROS-BAILEY: Yes.

2 MS. FRUGOLI: Okay. Thank you.

3 DR. BARROS-BAILEY: Okay. So we will, like
4 I said, be moving on those and voting on those in our
5 September meeting, as well as the Minutes for today's
6 meeting.

7 And then moving on to the second point of
8 the administrative meeting part is the Operating
9 Procedures. And you should have received two copies
10 of the Operating Procedures. One is what is in tact
11 now, and the other one has those changes. And we
12 included both of those so if somebody wanted to look
13 at the comparison of both.

14 Some of the changes were just basic
15 updating, such as the current charter dates, and
16 what not to bring them up-to-date. The two
17 substantial changes that I wanted to call your
18 attention to, one is on page five, Section 5, "F,"
19 was an addition. And our operating procedures did
20 not call for electronic meetings, such as -- this is
21 considered an electronic meeting. So that would be
22 to formally integrate that into the operating

1 procedures.

2 And let me ask at this point if there are
3 any questions about that particular addition before
4 I move to the other substantial change in operating
5 procedures?

6 Okay. Hearing none, then I would also
7 call your attention to Section 6, which is voting
8 under the absentee vote voting. We had initially
9 looked at this in May. And Allan Hunt mentioned
10 that there was needed absentee voting. I had
11 indicated I would take a look at it and make a
12 recommendation.

13 Our current absentee voting process allows
14 someone to make a vote before a meeting. Robert's
15 Rules recommends against that, because you can't
16 vote on the content, you have to vote on the actual
17 motion. And if you change one word in the motion
18 then it becomes a different motion. And so it
19 really -- we, in fact, as a Panel cannot deliberate
20 if we are not in an open forum such as we are now.
21 And so it becomes almost a mute point or an
22 inconsistent point to have absentee voting before a

1 meeting occurs, or before a vote, because there
2 really is not such an animal.

3 If a member is not present during a
4 face-to-face meeting that is available
5 telephonically, obviously, they can engage in the
6 vote in that manner. But if they are not able to
7 attend in any form of the meeting, and there is a
8 vote and they feel strongly in one direction or
9 another in terms of dissenting or consenting to an
10 action, then there is five days -- and this is
11 consistent with what is presently in the operating
12 procedures -- to provide those to the chair within
13 five days of that vote of their registered consent
14 or dissent to that, so that it could be included in
15 the Minutes. However, it doesn't change the outcome
16 of the vote, because it's after the fact. So those
17 are the two big changes.

18 Let me ask in terms of absentee voting, is
19 there any questions in the aspect of it or any
20 comments?

21 DR. HUNT: This is Allan, I just approve
22 that. I think it's good idea, and I like the change.

1 DR. BARROS-BAILEY: Okay. Is that
2 consistent with what you were bringing up at the
3 face-to-face meeting in May?

4 DR. HUNT: Yes, as best as I recall.

5 DR. BARROS-BAILEY: Okay. Are there any
6 comments or any questions in the operating procedures
7 in general?

8 DR. HUNT: I have one. I don't mean to be
9 a stickler, but Section 10.

10 DR. BARROS-BAILEY: Okay.

11 DR. HUNT: I'm not sure I know what that
12 means, "SSA will accept Panel reporting
13 requirements."

14 DR. BARROS-BAILEY: Right now we initially
15 in the first year didn't have a reporting
16 requirement, in terms of like an annual report. And
17 that was something in the January 19th, 2010 letter
18 that we had from the Commissioner was a request for
19 an annual report. As far as I know, that's the only
20 reporting requirement we have at this point.

21 DR. HUNT: Okay. I see the point. All
22 right.

1 DR. BARROS-BAILEY: Okay. Are there any
2 changes, additional -- or comments or changes to the
3 draft operating procedures?

4 Okay. Hearing none, and if there are no
5 objections the operating procedures are approved as
6 printed. And we don't need a formal vote if there
7 is not any objections to them as they are printed.

8 Okay. I think we're at the end of our
9 agenda. Thank you all for your time. And our
10 fourth quarterly meeting is going to be held in or
11 around the Baltimore area, September 21st and
12 22nd. Details for the location of that meeting
13 and the agenda are being finalized and will be
14 announced in the Federal Register at least two weeks
15 before the meeting.

16 We will continue with presentations from
17 SSA regarding activities associated with the
18 project, as well as have other presentations
19 regarding sampling and data collection topics
20 associated with the project from outside presenters.

21 So at this time we have concluded all
22 business called for on the agenda.

1 Hearing no additional business I will turn
2 the meeting over to our Designated Federal Officer,
3 Leola Brooks for adjournment. And I want to thank
4 you for a great meeting and wonderful discussion and
5 your time today. So, Leola.

6 MS. BROOKS: Thank you. If there are no
7 objections the meeting will adjourn.

8 Hearing no objections, we are adjourned
9 until the next meeting of the Occupational
10 Information Development Advisory Panel in
11 September 2011. Thank you.

12 MS. KARMAN: Thank you, everyone.

13 (Whereupon, at 1:41 p.m., the proceedings
14 adjourned.)

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CERTIFICATE OF REPORTER

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I, Stella R. Christian, A Certified Shorthand Reporter, do hereby certify that I was authorized to and did report in stenotype notes the foregoing proceedings, and that thereafter my stenotype notes were reduced to typewriting under my supervision.

I further certify that the transcript of proceedings contains a true and correct transcript of my stenotype notes taken therein to the best of my ability and knowledge.

SIGNED this 8th day of August, 2011.

STELLA R. CHRISTIAN