

SOCIAL SECURITY ADMINISTRATION  
OCCUPATIONAL INFORMATION DEVELOPMENT  
ADVISORY PANEL TELECONFERENCE MEETING

DECEMBER 3, 2009

SOCIAL SECURITY ADMINISTRATION

WOODLAWN, MARYLAND

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

2 OPERATOR: Good day, ladies and  
3 gentlemen, and welcome to the Occupational  
4 Information Development Advisory Panel  
5 teleconference meeting. At this time all  
6 participants are in listen only mode. If anybody  
7 should require assistance during the conference,  
8 please press "star" and "zero" on your touch tone  
9 telephone. I would now like to introduce your host  
10 for today's conference, Ms. Debra Tidwell-Peters,  
11 the Designated Federal Officer of the Panel.

12 MS. TIDWELL-PETERS: Thank you. Good  
13 afternoon, everyone. I would like to begin by  
14 conducting a scan of the membership to ensure that  
15 we do have a quorum.

16 Mary Barros-Bailey.

17 DR. BARROS-BAILEY: Here.

18 MS. TIDWELL-PETERS: Robert Fraser.

19 DR. FRASER: Here.

20 MS. TIDWELL-PETERS: Shanan Gwaltney  
21 Gibson.

22 DR. GIBSON: Here.

1 MS. TIDWELL-PETERS: Thomas Hardy.  
2 MR. HARDY: Present.  
3 MS. TIDWELL-PETERS: Sylvia Karman.  
4 MS. KARMAN: Present.  
5 MS. TIDWELL-PETERS: Lynnae Rutledge.  
6 MS. RUTTLEDGE: Here.  
7 MS. TIDWELL-PETERS: David Schretlen.  
8 DR. SCHRETLEN: Here.  
9 MS. TIDWELL-PETERS: Nancy Shor.  
10 MS. SHOR: Here.  
11 MS. TIDWELL-PETERS: Mark Wilson.  
12 DR. WILSON: Here.  
13 MS. TIDWELL-PETERS: We are anticipating  
14 Dr. Gunnar Andersson will be on the line shortly,  
15 and Deborah Lechner is unable to be available for  
16 the call. We do have a quorum, and I will turn the  
17 meeting over to Dr. Mary Barros-Bailey, the Panel  
18 Chair. Mary.  
19 DR. BARROS-BAILEY: Just a reminder,  
20 because we are on the phone and not face to face,  
21 so that we have kind of an accurate record of what  
22 happened during the meeting today, if you could

1 announce your name before you say something, that  
2 would be great.

3 I want to acknowledge, welcome, and thank  
4 Panel members, Office of Program Development and  
5 Research staff, the Occupational Information  
6 Development workgroup and others listening in to our  
7 deliberations for being with us today. For some of  
8 us it's the morning. For some of us it's the  
9 afternoon.

10 For those who are listening in who don't  
11 have a copy of the agenda before you, if you go to  
12 our web site, SSA.gov, forward "slash" OIDAP, you  
13 can follow along with the agenda.

14 I just want to kind of step back a little  
15 bit and acknowledge some time periods here. Next  
16 week marks the year that OIDAP was chartered. We  
17 haven't even been chartered for quite a year yet.  
18 We have been working as a Panel for the last nine  
19 months. We have criss-crossed the country, and a  
20 couple of contents in both face-to-face and  
21 teleconference meetings and invited as much input as  
22 feasible to arrive at our first report that we

1 delivered in September.

2           What I would like to do right now is go  
3 ahead and review the agenda, and then review some  
4 activities since we last met face-to-face and as a  
5 Panel in September. So what we're going to be  
6 covering today in terms of the agenda, I will be  
7 talking about the briefing with the Commissioner  
8 that occurred on Monday.

9           Sylvia will be covering the Project  
10 Director's report, and different aspects of that  
11 report as outlined in the agenda.

12           I will be covering some of the Panel  
13 activities that are currently happening and that  
14 we're launching into. We will be discussing the  
15 January and the March agendas in terms of the  
16 transition plan and the work plan. And then under  
17 issues and questions to resolve we will be voting on  
18 the Minutes, and wrapping up any old business.

19           So to kind of set the stage, because we  
20 haven't met as a Panel since September, I just want  
21 to bring everybody up to speed with some of the  
22 activities that occurred.

1           After we voted on our recommendations and  
2 advice to Social Security, those recommendations  
3 were integrated into the report that we have all  
4 received a copy of. We had a lot of recommendations  
5 that came out of our voting schematic, and as those  
6 were being finalized, I put them into seven very  
7 broad, more palatable in terms of information  
8 recommendations in the executive summary that  
9 basically broke down into the reaffirmation that a  
10 new OIS is needed.

11           What the technical data and legal  
12 requirements are for sections OIS. And for that  
13 particular set of recommendations we were  
14 specifically asked about data element  
15 recommendations for the content model, and also the  
16 classifications. So consolidating all our  
17 recommendations into what we were asked to do.

18           Also, the acknowledgment of -- that our  
19 recommendations need to have kind of a foundation to  
20 be launched from. So a similar recommendation in  
21 terms of the seven for the internal and external  
22 expertise for the creation and maintenance of such



1 an OIS flowing from our recommendations, the basic  
2 and applied research recommendations, measurement  
3 considerations, and a very important component,  
4 which is the understanding that the OIS is being  
5 recommended for use by users. And so communication  
6 to and from users being an important component of  
7 our work.

8 I just want to acknowledge that the -- and  
9 recognize that the Panel's report was a launching of  
10 a dynamic process that's kind of inherent of an  
11 R & D phase of projects that we are now phasing  
12 into. Thus, as we start looking at our work into  
13 the future, our advice and recommendations or  
14 activities and reports will be more reflective of  
15 that dynamic process. In other words, I don't know  
16 if we're going to have such a huge report every year  
17 as we just went through just because we're going  
18 into a very different phase.

19 Immediately after the report was delivered  
20 on the 30th of December we started getting the word  
21 out to users and stakeholders. So the report, as  
22 you all know, was posted on the web site, and it was

1 distributed through the e-mail distribution list.  
2 Two weeks after the report was delivered we  
3 presented at NOSSCR, and also -- so on the 15th of  
4 October; and also at I-ARP on the 28th and 30th.

5           We have had future -- request for future  
6 presentations throughout 2010 and webinars regarding  
7 the work that we're doing. We have had an Executive  
8 Subcommittee meeting, and formally with the  
9 announcement of the meeting today, this  
10 teleconference, we started the public comment  
11 feedback period on the 18th that will go through  
12 February 15th.

13           The Panel took seven months to develop the  
14 content model and classification recommendations  
15 that was delivered to SSA. So it is also taking SSA  
16 some time to process those recommendations into a  
17 content model and classification plan. Sylvia will  
18 cover this in a greater depth in her report as the  
19 Project Director.

20           As I have mentioned, we are formally in  
21 the feedback and public comment phase, soliciting  
22 feedback from users, along with the continuum within

1 and outside Social Security, and SSA's formal  
2 process in the project plan development, and also  
3 briefing a variety of government authorities that  
4 are stakeholders; and Sylvia will cover that  
5 further.

6 The January and the March agendas that we  
7 will cover later will be reflective of this  
8 transition phase, and public comment, the work plan  
9 development review and launching.

10 Then Commissioner Astrue has been  
11 committed to this project from when he was first at  
12 the Panel's inaugural meeting until when he called  
13 into our meeting in September, and also the desire  
14 for us to brief the Commissioner on the 30th. That  
15 was what I was out doing in Baltimore earlier this  
16 week, and we had about 25 people in attendance.  
17 Besides the Commissioner they included senior  
18 advisors, a variety of deputy commissioners,  
19 assistant deputy commissioners, associate  
20 commissioners, operations and management people, and  
21 related management staff.

22 The briefing started with Richard

1 Balkus -- who we all know -- Associate Commissioner  
2 with OPR, setting the stage for the project, the  
3 work of the Panel. I delivered -- helped the Panel  
4 develop the recommendations; and then the  
5 recommendations themselves, as I outlined, were  
6 consolidated into the executive summary.

7           Sylvia, the Project Director, talked about  
8 the next steps. It was a meeting that was scheduled  
9 for an hour that went two hours. It was very  
10 engaging. There was a call for the Panel to help  
11 OPR staff with the delivery of activities associated  
12 with occupational data as within the scope of our  
13 charter.

14           The meeting was very reflective of SSA  
15 moving forward with a project with a lot of interest  
16 and support all the way to the top and amongst the  
17 stakeholders. So it was a very positive meeting.  
18 As I said, it was engaging. It was very active and  
19 moving forward in terms of the Panel's work, and  
20 also the project.

21           Before I pass it on to Sylvia and have her  
22 talk about the Project Director's report, I just

1 want to see if anybody has any questions about the  
2 activities that have been occurring over the last  
3 three months or any questions -- you know, the  
4 briefing, anything along those lines?

5 Okay. Great.

6 Sylvia, I will pass it to you. If you  
7 could bring us up to date in terms of the Project  
8 Director's report.

9 MS. KARMAN: Okay. Thank you very much.  
10 This is Sylvia, and good afternoon, good morning to  
11 everyone.

12 Basically, I'm just going to cover what  
13 SSA's response to the Panel report will entail; and  
14 that sort of links to the second item on that  
15 agenda, which involves our long term plans.

16 First of all, our staff has been  
17 synthesizing the Panel recommendations. We have  
18 also been taking all of the information that we have  
19 received through users. A fair amount of that, of  
20 course, was integrated into the Panel's report, but  
21 we're taking a look at it from the point of view of  
22 how this information could help us develop

1 functional requirements of what the Occupational  
2 Information System really needs to accomplish on a  
3 much more granular level for adjudicators. And that  
4 really will help us be in a position to hopefully --  
5 very soon after the holidays -- be in a position to  
6 begin work within the Agency on the person side  
7 instruments; and then, of course, that will enable  
8 us to develop work side instruments.

9           And in that as well, we have also been  
10 laying out our plans through 2010 into 2011 and  
11 beyond; but certainly detailing the work that we  
12 need to be focused on in 2010. That includes  
13 timelines, you know, staffing necessities. The  
14 Agency really is taking seriously, you know, all of  
15 the Panel recommendations, but certainly among them  
16 the Agency is interested in providing the resources  
17 that this project is going to need, including making  
18 sure that we have internal expertise, and that we  
19 have adequate staff as we move forward. So our  
20 plans do include that.

21           We will be recruiting for additional staff  
22 very shortly, and that will continue gradually as

1 the project unfolds. So that's certainly good news.

2           So really what SSA is anticipating is that  
3 in terms of a response to the Panel's  
4 recommendations, what we're planning to do is to  
5 provide the Panel with our written plans probably  
6 after the January meeting. So by the January  
7 meeting we're going to be giving the Panel our plans  
8 in an outline form, which is basically like a chart.  
9 That's going to show the interaction between our  
10 staff, the agencies, Occupational Information System  
11 Development workgroup; and what implications our  
12 activities may have as well for Panel activity.

13           Mary and I have certainly been discussing  
14 Panel activity that would be growing from what we're  
15 needing to work on. And as we talk about that, one  
16 of the things we did present to the Commissioner  
17 were some of the items that we think that the Agency  
18 believes the Panel should be able to focus on with  
19 our staff as we move forward.

20           We are going to meet again with the  
21 Commissioner in approximately -- probably two weeks,  
22 possibly three weeks; but we're aiming for before

1 the holidays to get back to him on some questions  
2 that he had asked our staff to provide. So we will  
3 be able to really nail down what those additional  
4 recommendations or additional direction from the  
5 Commissioner with regard to what the Agency really  
6 would like the Panel to focus on.

7           But initially, we're really thinking that  
8 the Panel certainly will be, in effect, a half a  
9 step ahead of the Agency in terms of what the Agency  
10 is working on. We're embarking on developing a  
11 content model.

12           The Agency is now taking what the Panel  
13 developed after seven months, and now -- you know,  
14 with regard to content model recommendations,  
15 recommendations for classification, and now it is  
16 our turn to actually develop a content model and an  
17 interim classification system that would help us  
18 with our sampling as we move into a pilot stage  
19 and -- hopefully in 2011.

20           And in developing the content model, that  
21 will also certainly put us in a position to work  
22 with offices in Social Security, to develop the



1 instruments on the person side, and that would  
2 inform the work side. So we have a lot of things  
3 ahead of us and I think that the Panel will  
4 certainly be able to provide us with some advice on  
5 study designs, information that might help us be  
6 able to put into place and operationalize the pilot  
7 as that unfolds in 2011, hopefully.

8           Also, the -- you know, any help that the  
9 Panel may be able to give us with regard to  
10 instrumentation as we, you know, develop prototypes.  
11 And also, as we're looking into performing a pilot  
12 or conducting a pilot, we will certainly need some  
13 advice about sampling methodology, data collection  
14 plans, or data collection options. Certainly, our  
15 staff will be pulling together what we think  
16 possible methods may be and sharing that with the  
17 Panel. And then, you know, we would like for the  
18 Panel to be able to give us some background on that.

19           So -- also, I think it's -- I think I  
20 would like to mention that something else that's  
21 been going on while -- over the past couple of  
22 months since we have last been together, you know,

1 we have asked -- to let people know that they can  
2 certainly provide us with comments. We have  
3 indicated in our last Federal Register notice  
4 posting -- notifying the public about this  
5 teleconference that our final -- that we have  
6 provided a date, sort of set a time frame to focus  
7 attention on our Panel recommendations.

8           And so, you know, between the 19th the  
9 Panel -- the Federal Register notice was published  
10 on November 19th, and our final date that we gave  
11 was basically February 15th. That was really an  
12 effort to set a time frame to provide a focus for  
13 individuals taking up the time to take a look at our  
14 Panel recommendations; but we certainly will  
15 continue to remain open to comments, concerns, ideas  
16 from members of the public and other stakeholders as  
17 we move forward.

18           So we would -- actually, now that I am on  
19 the topic if there are people -- to the extent that  
20 people are listening in -- it's helpful if you send  
21 your comments to us at [OIDAP.gov](http://OIDAP.gov), the e-mail site.  
22 That's our e-mail address. And certainly that's

1 also available through our web site address as well.

2 So look forward to hearing from folks.

3           And as we're talking about what we're  
4 trying to let people know what we're working on,  
5 that certainly started within the Agency. We have  
6 been briefing a number of our sister components, the  
7 Office of Disability Programs, and our workgroup  
8 members. Certainly we have been getting comments  
9 back from their components and their management. We  
10 have also been briefing a number of monitoring  
11 authorities that the Agency must maintain in contact  
12 with.

13           The 19th of November we briefed the Office  
14 of Management and Budget. That was a very good  
15 meeting. We have an agreement and understanding  
16 that we will be keeping them apprised, and we intend  
17 to meet with them again in the spring. So that's  
18 going to be an ongoing relationship.

19           We have also briefed our Chief Information  
20 Officer in the Agency. This individual and his  
21 staff will -- seem to be very engaged and interested  
22 in working with the Agency's needs for

1 communication, to make that a two way street; and  
2 something that will really enable this project as we  
3 move forward so that we can really engage  
4 stakeholders, members of the public, anybody who is  
5 really interested, research communities,  
6 professional communities. So we're really looking  
7 forward to that. I think that's going to be very  
8 helpful. And, of course, Mary mentioned the  
9 briefing with the Commissioner.

10 We are also anticipating that we will be  
11 meeting with the Ways and Means Subcommittee staff  
12 shortly. I understand that that is still being  
13 scheduled. They had requested that we brief them on  
14 the Panel recommendations as well as what the  
15 project will be entailing in terms of next steps.

16 So as I move down the list of items that  
17 we have on the agenda, the short-term we have now  
18 prepared a recommendation in a decision memo that  
19 has gone forward to our Deputy Commissioner, David  
20 Rust. And so we are going to wait for a meeting  
21 between David Rust and Richard Balkus, which I'm  
22 sure will be very soon, in the next day or so

1 probably. So at that point, then, we will be able  
2 to release our recommendations, but not before then.

3           And I also would like to provide some  
4 status in some of the research that we're working  
5 on. Our Occupational Medical Vocational Study we  
6 have nailed down the methodological concerns,  
7 sampling issues that we need to take a look at,  
8 completing the instrument development. So we will  
9 look to begin a pilot of some cases very soon.

10           And just to sort of remind listeners about  
11 that study the Occupational Medical Vocational study  
12 intends to gather information about claimants' past  
13 work that would provide us with data about the jobs  
14 that are most frequently held by disability  
15 claimants. And that would certainly help us in  
16 identifying -- targeting the initial jobs or  
17 occupations that we should target when we go out to  
18 do our first round of data collection.

19           Certainly, we probably want to be piloting  
20 using those particular occupations, or at least,  
21 certainly, the top ones. And so that's one aspect  
22 of that study that we're -- why we're pursuing it.

1           Other things that we're collecting in that  
2 information is looking at RFC and MRFC limitations  
3 and the case outcomes. So decisions at step four  
4 and decisions at step five, what were the RFC  
5 limitations in play? What kind of profiles are we  
6 seeing? And what additional study might that  
7 suggest for Social Security?

8           I think that will be very helpful for us  
9 as we look at person side, work side linkage and  
10 begin to tackle those issues. It also will provide  
11 us with some information about the types of  
12 occupations that the Agency tends to find are  
13 possible examples of work that individuals can do  
14 given certain medical vocational profiles. That  
15 would provide the Agency with an opportunity to  
16 analyze those jobs as well, and that would provide  
17 some options for policy guidance that we think would  
18 be very valuable to the Agency. So I think there  
19 are a number of things there that we're looking to  
20 accomplish with that study; and that's going to be  
21 under way very shortly.

22           Also, we have an International

1 Occupational Classification Study. We are right at  
2 the brink of finishing pursuing the contacts and  
3 sources that we have amassed over the last few  
4 months, and beginning to pull together what we have  
5 learned so far, and then seeing what additional  
6 sources and contacts should we pursue, or do we  
7 think we have what we need. So we are really at  
8 that stage hoping to have something written and  
9 pulled together in the late winter, early spring.  
10 So that's what I have for now.

11 Is there anything that anybody has any  
12 questions about, I will be glad to answer? Okay.  
13 Thank you.

14 MS. SHOR: Nancy Shor. I just wondered  
15 if it's possible for us to get a copy of what was  
16 submitted to --

17 MS. KARMAN: I'm sorry?

18 MS. SHOR: A copy of what was submitted  
19 to OMB for the workgroup?

20 MS. KARMAN: I can go back to our Office  
21 of Budget and pursue that. That may not be  
22 information that's available publicly, but I will

1 find out.

2 MS. SHOR: Great. Thank you.

3 MS. KARMAN: Thank you.

4 DR. BARROS-BAILEY: Are there any other  
5 questions for Sylvia? Okay.

6 Now, I want to cover the Panel activities.  
7 One of the things that the OIDAP Work Plan and  
8 Timeline is going to be reflective of is,  
9 obviously, the work plan that is being developed  
10 that we will be getting some draft of before our  
11 January meeting. So the work plan for OIDAP and the  
12 timeline will also be first reviewed by the  
13 Executive Subcommittee between now and our January  
14 meeting, and then delivered to the Panel for review  
15 and input at the January meeting. That's a matter  
16 of being developed.

17 One of the things that we talked about at  
18 the end of our September meeting was the  
19 subcommittee structure and composition moving  
20 forward in terms of making it more of a functional  
21 model reflective of kind of the dynamic process that  
22 the research and development phase merits. So



1 the -- when I looked at the subcommittee structure,  
2 understanding that the work side and the person side  
3 subcommittees were pivotal to the next phase, and  
4 the subject matter experts within those needed to  
5 remain intact and involved across the functions as  
6 we move forward, it was also pretty evident that the  
7 two main functions moving forward were communication  
8 with and from users, and relations with and from  
9 users, and also the research components.

10           So what we did in terms of the  
11 restructuring of subcommittees was basically split  
12 up user needs and relations as it has existed until  
13 September with a research component and user needs  
14 and relation component.

15           I have asked Nancy Shor to Chair the User  
16 Needs and Relations Subcommittee. And I'm going to  
17 ask Nancy maybe to introduce her subcommittee and  
18 also a -- kind of the scope of the work of the  
19 subcommittee in just a little bit.

20           What we have done also is take the subject  
21 matter experts along the continuum and placed them  
22 in both the subcommittees. And also, as the work

1 and person side subcommittee needs resulted from the  
2 Research and User Needs and Relations Subcommittee,  
3 as the subcommittees become evident, then, those  
4 existing subcommittees would reconvene to deal with  
5 any issues that feed into Research and Users Needs  
6 and Relations.

7 So Nancy, if you could introduce your  
8 subcommittee members and maybe the scope of your  
9 work and some of the activities so far.

10 Is Nancy on?

11 OPERATOR: She is still connected,  
12 however, she has herself muted.

13 Nancy, please press star six.

14 DR. BARROS-BAILEY: Okay.

15 MS. SHOR: I think this Communication  
16 Subcommittee is going to be looking to enhance two  
17 way communication, both to help users and members  
18 of the public understand what the Panel is doing;  
19 but to get the dialogue coming back. That Panel  
20 members have lots of answers, but not all of them;  
21 and this is a great opportunity to hear from the  
22 outside world.

1           The folks who are kind enough to be  
2     serving on this subcommittee are Bob, Shanan, Tom,  
3     and Deb. And we do have another phone call --  
4     conference call scheduled next Wednesday. So just  
5     make sure everybody has got that on their calendar.

6           I think that the need for the subcommittee  
7     is kind of highlighted by the announcement that  
8     appeared in the Federal Register about the  
9     availability of the report and recommendations on  
10    the web site, and announcing the opening of a  
11    comment period, as Mary indicated, which was until  
12    February 2010.

13           I think anybody who even reads the Federal  
14    Register daily like a hawk would have had a hard  
15    time finding the announcement about the posting of  
16    the report and recommendation, because it's buried  
17    in the announcement of today's meeting. So I think  
18    it's a good reminder that we're going to need to be  
19    proactive and really get the Panel's activities in  
20    front of, in the faces of people who would have an  
21    interest in it.

22           It's not going to be enough to sit back

1 and wait for them to come to us. As I also  
2 indicated to Mary and Sylvia in previous  
3 conversations, I think that the moniker of our group  
4 and its focus on Occupational Information System  
5 does not lend itself to outsiders understanding that  
6 the scope of the activities is much, much broader.  
7 So I hope to be able to kind of convey that in our  
8 outreach activities.

9           What we had talked about in our previous  
10 conversation is starting with folks who are  
11 listening in. So it's not only folks who are  
12 listening into this meeting today, but we have  
13 now -- Debra has given us a list of folks who have  
14 phoned in and listened to some or all of our  
15 previous meetings, and we have got some contact  
16 information from them.

17           And the members of our subcommittees are  
18 going to divide up these lists, and really work  
19 either by phone or by e-mail with those listeners to  
20 find out what it is they would like to know, what it  
21 is that they would like to contribute.

22           I have also talked with Debra and Sylvia

1 and Mary, and I think they will be thinking about  
2 this and hopefully reaching out to other Panel  
3 members. I think a fact sheet, or if you will, a  
4 dummies guide to Panel members with the topic areas  
5 that the Panel is looking at, having some sort of  
6 fact sheet according to some break down on topics  
7 would really help folks who are otherwise looking at  
8 a 750 page document thinking where do I start, and  
9 maybe, do I start.

10           And the final piece that I would be real  
11 interested in doing is a -- or if I may ask Debra to  
12 do -- is a survey of the Panel members to ask each  
13 of you, as comments and responses start coming in,  
14 how you might -- how you personally would like to  
15 receive that.

16           Would you like to see all of them? Would  
17 you like to see the ones that seem to pertain to  
18 your interest area? Do you want to just see a  
19 summary? So there is likely to be a difference of  
20 viewpoints on that.

21           So we have not exactly been overwhelmed  
22 with comments to date, I don't think; but I expect

1 that will change. And it will be, I think, very  
2 helpful to have a little bit of a process in place  
3 before that happens.

4 That's it, unless other members of the  
5 subcommittee realize something I have forgotten.

6 DR. BARROS-BAILEY: Okay. Thank you.  
7 Does anybody have questions of Nancy?

8 DR. FRASER: This is Bob. I just don't  
9 have a time next Wednesday for our teleconference.

10 MS. SHOR: Well, in your honor we tried  
11 to do it in the afternoon. So Debra, please  
12 correct me if I'm wrong, but on my calendar I have  
13 got it as 2:00 to 3:00 eastern time.

14 MS. TIDWELL-PETERS: That's correct.

15 MS. SHOR: Perfect.

16 DR. FRASER: Thank you for the report.

17 DR. BARROS-BAILEY: Thank you. And thank  
18 you for the summary. I think one of the things  
19 that we do recognize, as we have worked on this  
20 project, we have developed an understanding and a  
21 lingo that we use among ourselves. Sometimes it  
22 may not be totally accessible to people who are

1 looking through the report and trying to understand  
2 a very technical subject.

3           So the work of the subcommittee is going  
4 to be vital in terms of the communication and input  
5 in making sure that the project is meeting the needs  
6 of the users for which it was developed. So thank  
7 you.

8           I'm going to turn it over to Sylvia as  
9 well, if you would introduce your subcommittee and  
10 kind of the scope of your work at this point.

11           DR. SCHRETLEN: Mary, this is David  
12 Schretlen. Can I ask one question before we move  
13 on?

14           DR. BARROS-BAILEY: Sure.

15           DR. SCHRETLEN: First of all, Nancy, I  
16 really like the way you have outlined the two way  
17 communication and reaching out to people who have  
18 listened in and so forth. I think one question  
19 that I have is as people ask -- as users ask  
20 questions or express concerns or want further  
21 information about what we're doing, will you  
22 guys -- will your committee be speaking for the

1 Panel as a whole, or how will you integrate into it  
2 from other panelists?

3 Like -- now Sylvia is going to start  
4 talking about the Research Subcommittee; and the  
5 Research Subcommittee may also have a different, you  
6 know, take on some questions. I am just wondering  
7 how that will work.

8 MS. SHOR: That's an excellent question.

9 I think "conduit" is the word of the  
10 moment that the members of the Communications  
11 Subcommittee or User Needs and Relations  
12 Subcommittee will not be attempting to answer any  
13 questions of substance. If it's questions that we  
14 can answer, because it's something that already  
15 exist in writing, let's say, we will do that. But  
16 where it is going to substance, that it's a comment,  
17 that it's a question, my thought at this point --  
18 and certainly subject to revision from others --  
19 maybe we will need to wait for a final decision  
20 until the situation arises; but that it would -- it  
21 would be forwarded to the subcommittee that seems to  
22 have -- where that bailiwick seems to be.



1           And I'm not -- I certainly am not  
2 suggesting that every question and every comment  
3 needs a response. I don't think we want to set  
4 ourselves up to establish a precedent like that.

5           But I think I would envision that the  
6 information going back and forth that concerned a  
7 substance would be coming from the subcommittee that  
8 kind of have jurisdiction of that, if you will.

9           DR. SCHRETLEN: Right. I can easily -- I  
10 mean, you guys will wind up sort of being the eyes  
11 and ears for the Panel as a whole. There may be  
12 questions that you could bring back in some of our  
13 full Panel meetings for deliberation or discussion  
14 by the entire Panel.

15           MS. SHOR: Oh, absolutely. That will  
16 certainly be my intent to kind of outline what  
17 seems to be trends; what seems to be patterns in  
18 the kind of communications that we received.

19           Also, what Mary and Sylvia and other Panel  
20 members who may be making oral presentations, it  
21 would be great if we could get back kind of a sense  
22 of what the questions presented were. Because I

1 agree, it will be important to kind of have a plan  
2 pulled together and identify what seems to be the  
3 major areas of concern, or confusion, or whatever?

4 DR. SCHRETLEN: Thank you.

5 DR. BARROS-BAILEY: Okay. Anymore  
6 questions for Nancy?

7 Okay. Thank you, Nancy.

8 Sylvia.

9 MS. KARMAN: Okay. Thank you. Our  
10 Research Subcommittee, I'm really happy to welcome  
11 Mark Wilson, Gunnar Andersson, and David Schretlen.  
12 They have been gracious enough to agree to serve on  
13 the subcommittee.

14 What we -- Mary and I have talked about  
15 this subcommittee is for a cross specialty focus  
16 that will be available to address or help address a  
17 number of the technical issues that the Panel will  
18 be needing to advise Social Security about. And I  
19 think basically pulling together the thinking, and  
20 the issues and concerns that the Agency will be  
21 having, for example, as we move forward with  
22 developing content model and instruments. There are

1 going to be questions that the Agency will need to  
2 focus on, you know, for instrumentation, issues such  
3 as that where there might be a need for sort of an  
4 overall, as I said, cross specialty focus.

5 I really think that the Agency, our staff,  
6 could really benefit from just, you know, having  
7 some assistance and advice with regard to research  
8 methodology; things that, you know, we would need to  
9 be taking into consideration as we develop our  
10 plans and submit them to the Panel.

11 Certainly, again, along the lines of the  
12 question that -- and this interchange that David and  
13 Nancy just had, when there is something -- an issue  
14 that comes up that is specific to one of the other  
15 subcommittees, you know, an issue comes up in the  
16 instrument that really has to do with, you know, a  
17 measure for a physical domain or a physical element,  
18 you know, certainly Gunnar will be able to speak to  
19 that. Although that might actually require the  
20 physical subcommittee to take it up, and take a look  
21 at it.

22 But the idea there is for our subcommittee

1 to have sort of a writing heard on -- you know, a  
2 number of the technical issues that our staff is  
3 going to be facing as we move forward. So  
4 initially, we had our -- well, we had our first  
5 meeting yesterday. We are canvassing -- we have  
6 canvassed the rest of -- all of you to determine --  
7 people on the subcommittee -- sorry -- to determine  
8 what days of the week are the best. So we're going  
9 to try to have a standing meeting that we're going  
10 to be calling in to talk every other week. And  
11 right off the bat we're going to be examining an  
12 initial version of the Agency's plans. We will be  
13 getting that to our subcommittee -- to subcommittee  
14 members shortly.

15           And those plans -- while we have something  
16 that takes us through 2015 in a more general way, I  
17 think for the help of -- what this subcommittee  
18 needs to focus on -- we will send you a very early  
19 version of our 2010, 2011 plan, so that that will  
20 really help our subcommittee determine where the  
21 pressure points are in 2010, and as well into 2011;  
22 because as I noted earlier, we really see value in

1 having the Panel sort of straddle the two -- you  
2 know, the two time frames.

3           So that if the Panel is at one hand, you  
4 know, a half year ahead or a half a step ahead of  
5 the Agency, in a position to help prepare the Agency  
6 for the work that it has, you know, going into the  
7 following fiscal year; but also has a foot in the  
8 here and now so that the staff can benefit from the  
9 advice from the Panel as we move along.

10           So we are also -- our immediate task is  
11 really to assess the type of information,  
12 background, subject matter preparation that the  
13 Panel as a whole might need so that it can address a  
14 number of issues that will be facing the Panel in  
15 the coming year.

16           You know, it's probably evident to a lot  
17 of people, last -- the last few months, or certainly  
18 the first year that the Panel was together, the  
19 Agency spent a fair amount of time presenting to the  
20 Panel, you know, so that it was evident what the  
21 practitioners do with -- you know, how do we use the  
22 DOT? What is the adjudication process? How do

1 others use the DOT? How are they involved in the  
2 disability adjudication process? How are claimant  
3 representatives involved? How are vocational  
4 experts involved?

5           So there was a lot of preparation and  
6 presentation; information that we shared with the  
7 Panel both in public setting and off line to -- you  
8 know, to help prepare the Panel for the work that it  
9 was undertaking. So we are, as a Research  
10 Subcommittee, also seeing a need for there to be  
11 some amount of preparation, background materials,  
12 things that might be helpful for the entire Panel as  
13 we move forward. So we have been discussing that.  
14 Again, taking a look at our initial staff plans that  
15 were -- the project plans that our staff is going to  
16 engage in, in 2010 and 2011 I think will be helpful  
17 to the Research Subcommittee.

18           As our staff further develops those plans  
19 in the next few weeks, before we meet with the  
20 Commissioner again, we will then want to take those  
21 plans and certainly share them with the rest of the  
22 Panel. So all of you will have an opportunity to

1 see that information shortly.

2           Some of the information that we talked  
3 about yesterday that might be useful for the Panel,  
4 for example, to -- you know, just to have as  
5 background, you know -- for example, what kind of  
6 research designs, you know, pose threat to validity?  
7 Or, you know, what aspects of a research design is  
8 not assembled properly or completely thought  
9 through? Or you know, if an evaluation piece  
10 doesn't really hook up well with the criteria that  
11 we have identified, you know, there would be, you  
12 know, real threats to the validity of the work.  
13 That's something that our staff would be very  
14 interested in knowing about, and certainly we would  
15 want to be able to have the entire Panel to be  
16 engaged in that kind of advice.

17           Other areas certainly more, obviously,  
18 work analysis methods, you know, issues that have to  
19 do with surveyor instrumentation. And then, as we  
20 move along this year certainly issues having to do  
21 with sampling, data collection methodologies. So  
22 there are a number of things on the -- you know, in

1 the hopper for us to take a look at.

2 Another thing that was raised yesterday  
3 was the way we look at inference. The points of  
4 inference that occur within our disability  
5 adjudication process, and how that fits in with  
6 looking at the world of work. So you know, what are  
7 the points of inference from the disability  
8 adjudication side, looking at the person side, as  
9 well as the type of information that we would need  
10 from the world of work?

11 And then some discussion around, perhaps,  
12 providing the Panel with some additional information  
13 about the type of information that we really do  
14 collect from the claimant and how that is used more  
15 specifically, you know. A number of you will recall  
16 we did cover a fair amount of that. The workgroup  
17 was very helpful to us, as well as members from  
18 ODAR, a number of judges and others, a number from  
19 our staff presented on the adjudicative process.

20 I think there may be some more specific  
21 questions about that process and how Social Security  
22 deals with medical evidence, and translates that



1 into an RFC, for example. That might be also very  
2 helpful for the Panel at this stage.

3 So anyway, that's all I really have to  
4 cover for now. I don't know if there is anything I  
5 have missed. My subcommittee members can think of  
6 anything to add, if there are any questions.

7 DR. BARROS-BAILEY: Okay. Thank you,  
8 Sylvia.

9 I just want to emphasize that, obviously,  
10 the communication between User Needs and Relations,  
11 and Research is pretty important. One thing that  
12 wasn't explicitly discussed, but I do want to bring  
13 it up, because it relates to our general  
14 recommendations in terms of internal and external  
15 expertise, the creation and maintenance of the OIS;  
16 and it was also, when I was doing the briefing to  
17 the Commissioner, a question he had. And it was --  
18 that's, obviously, a communication piece; but it's  
19 external groups with academic scientists research  
20 groups and professionals are part of our  
21 recommendations that will be within the user needs  
22 and relations, and I have asked Shanan to handle

1 that aspect of it. So that will be an important  
2 component to also link with the Research  
3 Subcommittee.

4 Another thing that we did mention in terms  
5 of the model moving forward is that there might be a  
6 need for ad hoc -- not standing subcommittees, but  
7 kind of ad hoc work groups or ad hoc subcommittees  
8 to address specific issues as they come up that  
9 would be kind of temporarily in place through the  
10 dynamic process; but reflective of the model that  
11 we're merging into more of a dynamic learner model.

12 The Executive Subcommittee composition  
13 will remain fairly much of the same with the new  
14 member being Nancy Shor, and also acknowledging that  
15 the work experience analysis component is something  
16 that the subcommittee that is a standing  
17 subcommittee, but fairly inactive until the data  
18 comes in, until we can kind of engage that process a  
19 little bit more.

20 So Tom will step off the Executive  
21 Subcommittee composition at this point. And then it  
22 takes us to our general Panel composition where we

1 are -- as everybody knows, when Jim left in April  
2 we -- his expertise was within the labor market  
3 component in terms of his 30 years of experience  
4 with the Department of Labor. And he remained  
5 active with the Work Taxonomy Subcommittee in terms  
6 of the development of their recommendations, I  
7 believe, through June.

8           So we have been working through the summer  
9 and the fall in terms of filling that spot, and hope  
10 to have somebody on the Panel with that expertise  
11 hopefully by January, but more probably by March.  
12 The March subcommittee -- or the March Panel  
13 meeting. So that's where we're heading in terms of  
14 the composition at that point -- at this point.

15           Any questions from the Panel in terms of  
16 Panel activities, the timeline, the subcommittee  
17 structure, you know, where we're heading in terms of  
18 organizationally?

19           Okay. That kind of leads to discussion of  
20 both the January and March agendas, and what we're  
21 anticipating. Our January meeting is going to be  
22 smack dab in the middle of the active public comment

1 and feedback period. We really want to hear from  
2 all users about the recommendations, kind of the  
3 honing process specific to the Panel report; and so  
4 reflective of that, the January meeting we're going  
5 to be inviting organizational -- user organizations  
6 to be part of that process to present to us. We're  
7 going to have the public comment period probably  
8 extended than what we have seen in the past.

9 I don't want to say town hall, but -- kind  
10 of concept, but really listening into people from  
11 across the spectrum who have something to say in  
12 reaction to our data element and classification  
13 recommendations in the report, and also other  
14 recommendations.

15 That will also be -- as part of the  
16 transition to March where we have the work plan  
17 proposals on the table and deliberation quite a bit  
18 on that. So those could be finalized. So by the  
19 March agenda, we can hopefully do some professional  
20 development to the Panel as we are heading more into  
21 a technical phase. Also, have some of the results  
22 of the formal public comment period.

1           And as Sylvia indicated, and I do want to  
2 emphasize just because we are formally in our public  
3 comment or feedback period, that does not mean that  
4 once February 15th comes about that we will no  
5 longer receive comment. We are always hoping to  
6 comment and feedback along this process. It's just  
7 that that formal period will allow us to  
8 consolidate, hopefully, quite a bit of information  
9 and disseminate it back to the sources where it  
10 needs to be, and to formally present on this by  
11 March.

12           And so the March meeting will be the  
13 result of what is happening there, kind of more of a  
14 consolidation and launching of the work plan and the  
15 timeline for the Panel's work and also information  
16 from SSA in terms of their plans moving forward.

17           So any questions in terms of the January  
18 or March generally, the agendas, or plans for those  
19 meetings.

20           MS. SHOR: Mary, I have one; this is  
21 Nancy Shor. Actually, probably for Debra.

22           DR. BARROS-BAILEY: Sure.

1 MS. SHOR: Is it okay for folks who are  
2 interested in providing public comment to contact  
3 you now or do you prefer to wait until the  
4 information about the January meeting is in the  
5 Federal Register?

6 MS. TIDWELL-PETERS: I would prefer,  
7 Nancy, to wait for the meeting notice. Thank you.

8 MS. SHOR: Okay. Thank you.

9 DR. BARROS-BAILEY: Any other questions  
10 about either the January or March or where we're  
11 heading in terms of transitioning from where we  
12 have been for the last few months, and where we're  
13 heading in terms of a very different phase of the  
14 project and our work? Okay.

15 Now, in terms of the issues or questions  
16 to resolve, everybody got a copy of the draft  
17 Minutes. I just want to -- I will accept a motion  
18 from the Panel in terms of accepting the Minutes.

19 MS. KARMAN: I move to accept them.

20 DR. BARROS-BAILEY: Was that Sylvia?

21 MS. KARMAN: Yes, sorry.

22 MS. RUTTLEDGE: This is Lynnae. I second

1 that.

2 DR. BARROS-BAILEY: Okay. Any  
3 discussion?

4 Okay. And because we are not doing this  
5 face-to-face I'm going to go ahead and ask Debra if  
6 you can take a tally of the votes in terms of the  
7 acceptance of the Minutes.

8 MS. TIDWELL-PETERS: Okay. Mary.

9 DR. BARROS-BAILEY: Yes.

10 MS. TIDWELL-PETERS: Okay. Thank you.

11 Did we get Gunnar on the call, Gunnar  
12 Andersson?

13 OPERATOR: He is connected, however, he  
14 has himself muted. He needs to press "star" and  
15 "six" to unmute.

16 MS. TIDWELL-PETERS: Thank you.

17 OPERATOR: You are welcome. One moment.

18 MS. TIDWELL-PETERS: While he is unmuting  
19 his line, Bob Fraser.

20 DR. FRASER: Yes.

21 MS. TIDWELL-PETERS: Shanana.

22 DR. GIBSON: Approved.

1 DR. FRASER: Approve, I am sorry.

2 MS. TIDWELL-PETERS: Thank you, Bob.

3 Tom Hardy.

4 MR. HARDY: Approved.

5 MS. TIDWELL-PETERS: Sylvia --

6 OPERATOR: Dr. Andersson's line is open.

7 MS. TIDWELL-PETERS: Thank you. Hello,

8 Gunnar.

9 My question, Gunnar, for you is, do you

10 approve the Minutes from the last meeting?

11 Okay. I think he is still working on his

12 line.

13 Sylvia Karman.

14 MS. KARMAN: Approve.

15 MS. TIDWELL-PETERS: Lynnae Ruttledge.

16 MS. RUTTLEDGE: Approve.

17 MS. TIDWELL-PETERS: David Schretlen.

18 DR. SCHRETLEN: Approve.

19 MS. TIDWELL-PETERS: Nancy Shor.

20 MS. SHOR: Approve.

21 MS. TIDWELL-PETERS: And Mark Wilson.

22 DR. WILSON: Approve.



1 MS. TIDWELL-PETERS: Thank you. And I  
2 will go back and try Gunnar again.

3 DR. BARROS-BAILEY: Okay. We have a  
4 majority approving the Minutes, so they are  
5 approved as written.

6 A couple of other things, just reminders  
7 about the January dates for our next face-to-face  
8 meeting. They are going to be January 20th through  
9 the 22nd. We will confirm that location very  
10 shortly and get that information out to the Panel.

11 And just a reminder to everybody on the  
12 call from all stakeholders, all users groups that  
13 the closing of feedback and public comment period is  
14 the 15th to provide a sufficient time to consolidate  
15 that; but we will accept, again, information at any  
16 point along this process.

17 Just want to open it up to see if there  
18 are any outstanding issues or questions that we need  
19 to resolve?

20 Okay. Thank you all for your great work.

21 MS. KARMAN: Thank you, Mary.

22 DR. BARROS-BAILEY: Thank you. I will go

1 ahead and adjourn the meeting.

2 MS. SHOR: Have a good day, Mary.

3 DR. BARROS-BAILEY: Okay. Have a great  
4 day.

5 (Whereupon, at 3:07 p.m., the proceedings  
6 were 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 7th day of December, 2009.

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STELLA R. CHRISTIAN