

To: ROSS Reports Geographic Area Business Leads  
From: Dan O'Brien, Chair—ROSS Reports Management Board  
RE: 1<sup>st</sup> Quarter FY13 Audit Reports & Program Updates

The ROSS Reports Management Board held its annual meeting in Portland, Oregon on January 29<sup>th</sup> through 31<sup>st</sup>. Our goal for this year's meeting was to lay out and develop a communications plan for ROSS Reports training and I feel we successfully accomplished our goal.

First and foremost, we set the dates for a series of ROSS Reports training sessions at locations across the contiguous United States:

<u>DATE</u>	<u>Location/Training/Contact</u>
February 12 through 15:	Boise—Basic Reports, Query Studio, and AR Historical Contact is Charlie Leonard.
May 7 through 9:	San Bernardino, CA—AR Historical Contact is Laurie Forni.
June 3 through 7:	Missoula—Basic Reports and Query Studio. Contact is Julie Polutnik.
June 24 through 28:	Atlanta—Basic Reports and Query Studio Contacts are Tami Buchanan and James Silverstone.
September 9 through 13:	Fairbanks—Query Studio Contact is Lauren Hickey.

Any additional training in 2013 will be scheduled for the fall; GACC Business Leads should get their request in to the RRMB by June 1. The deadline for training sessions in the Spring of 2014 is October 1, 2013.

The ROSS Reports Management Board is committed to developing a broad community of users capable of accessing and utilizing Basic ROSS Reports, as well as supporting these users with a network of subject matter experts well-versed in Query Studio and AR Historical reporting. In time and with experience, it's expected that much of the ROSS Reports training will be primarily conducted by SMEs with support as needed from the ROSS Training Specialist.

To help us, and you, in this achieving this goal, we've developed a brief catalog of the different training sessions available to build competencies in accessing and utilizing ROSS data. I've attached a copy of the catalog to this letter for your review.

In other business, we ask that GACC folders in Cognos continue to be well-managed and if there are good ideas that can be shared or standardized from existing reports, please let us know. Also, be mindful that ROSS 3.0 will eventually arrive, which will bring a new look and other changes to ROSS Reports. The 2012 4<sup>th</sup> Quarter Audit Reports have also been attached to this letter, as have the notes from our meeting.

In closing, I'd just like to say "thanks" to all present in person and on the phone who made our meeting a great success!