Commissioner Tools - Weekly Status

February 13, 2015

Resolved Issues

- District Contact Stat was missing 2015 data. This issue has been resolved and a District Contact Stat 2015 report is now available.
- Invalid Contact Dates being saved caused an error when generating reports. This has been resolved. Users can no longer save a contact with an invalid date and invalid dates have been removed from the database.
- All contacts were removed from the Sandbox (unit and roundtable).
- Sandbox has been updated to include the most recent corrections and now matches production.
- The monthly contact percentage field on the Commissioner Activity Report has been fixed. The data is now displayed correctly.

Open Issues *(Statuses will be provided in a subsequent release)*

- Assigning a commissioner should not occur at the unit level – Unit Commissioners will only display at the unit level when they have been assigned to a unit. The "Assign Commissioner" button at the unit level will be adjusted to eliminate confusion.
- Dashboard figures are not matching current reports or contacts entered on a day-to-day basis as the dashboard is updated monthly. The dashboards were updated for January month-end. A weekly update will be run until a nightly process can be implemented.
- Units whose Key 3 leadership changed during charter renewal process appear twice on reports.
- Council and certain district reports are timing out. We're working to display a progress bar to show level of completion. Additionally, we're working to generate summary reports for larger councils/districts to alleviate processing times. We're continuing to optimize queries and standardize the look and feel of the reports.
- Users will now have to login to my.Scouting when completing a Unit Assessment. Wording in the Unit Assessment Key 3 e-mail generated for a Schedule contact will be updated to include details regarding this change.

Reports

As more councils begin using Commissioner Tools, we have begun to receive several questions regarding which reports are available and how they would be utilized. The following reports are available in Commissioner Tools at the District Level and above:

- **Commissioner Activity** shows the number of contacts that have been made monthly by commissioners registered at the district or council level.

- **Unit Health** shows the last numeric health score, last assessment date, if the last assessment was a Summary or Detailed contact for each unit, and monthly roundtable attendance for each unit.

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- **Commissioner Recruitment** displays a list of all possible Unit Commissioner Candidates entered in the detailed assessment. This is not filtered by date.

- **Expired units** displays a list of expired units based on the date the report is generated.

- **Commissioner Contact Stats** displays the number of contacts made monthly by each commissioner registered at the district or council level. Contacts are broken into assigned and additional contact (contact made for a unit they are not assigned) buckets. The total number of assigned unit contacts and the percentage of assigned unit contacts are displayed. Additional contacts **ARE NOT** included in the subtotal numbers; however they are included in the yearly totals and may be totaled manually once the report is exported.

- **District Contact Stats (2014 and 2015)** display the number of contacts made monthly for a unit either at the district or council level. Only units within the selected district or council will appear.

- **Priority Needs Units** displays a list of all priority needs identified in the detailed assessment(s). This is not filtered by date.

Sandbox Maintenance

The sandbox environment test council data will be refreshed the last week in February. During that time, all data for the sandbox councils will be updated to match production (encrypted) to ensure registrations are up to date. Downtime will be communicated. This may affect some sandbox logins. In those cases, we will distribute a replacement username and password to the Council Champions.

Support

As a reminder, please contact your council champion first for assistance with any Commissioner Tools program related questions. If you experience any **system**-related issues while in MyScouting Tools, please email the Member Care Contact Center at myscouting@scouting.org and log an incident to ensure proper handling and tracking.

Thank you for your patience and continued support as we work to resolve the open issues.

The Commissioners Task Force

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