

# State Leadership Team Data Export Report Documentation

## BOQs Worksheet

State Leadership Team BOQ Key	BOQ Form Date	State Key	State	Indicators 1 - 49	Added by	Date Added	Last Edited by	Last Edit Date
<i>This is a unique identifier for the BOQ record.</i>	<i>The date of the BOQ.</i>	<i>This is a unique identifier for the state record that is associated with the BOQ record.</i>	<i>This the state name for the state record that is associated with the BOQ record.</i>	<i>The status of each individual indicator on the BOQ.</i>	<i>This is the username of the user that added the BOQ record to PIDS.</i>	<i>This is the date that the BOQ record was added to PIDS.</i>	<i>This is username of the user that last edited the BOQ record.</i>	<i>This is the date that the BOQ record was last edited.</i>

## BOQ Team Members Worksheet

State Leadership Team Member Key	Team Member	State Leadership Team BOQ Key	BOQ Form Date	State Key	State	Added by	Date Added	Last Edited by	Last Edit Date
<i>This is a unique identifier for the team member record that is linked to the BOQ</i>	<i>The team member ID number and name.</i>	<i>This is a unique identifier for the BOQ that is linked to the team member.</i>	<i>The date of the BOQ.</i>	<i>This is a unique identifier for the state record that is associated with the BOQ and team member records.</i>	<i>This is the state name for the state record that is associated with the BOQ and team member records.</i>	<i>This is the username of the user that added the association between the team member and BOQ.</i>	<i>This is the date that the association between the team member and BOQ was added to PIDS.</i>	<i>This is username of the user that last edited the association between the team member and BOQ.</i>	<i>This is the date that the association between the team member and BOQ was last edited.</i>

## Active Team Members Worksheet

State Leadership Team Member Key	ID Number	First Name	Last Name	Current Email	Phone Number	Start Date	Leave Date
<i>This is a unique identifier for the team member record.</i>	<i>The team member's ID number.</i>	<i>The team member's first name.</i>	<i>The team member's last name.</i>	<i>The team member's email address.</i>	<i>The team member's phone number.</i>	<i>The date that the team member joined the state leadership team.</i>	<i>The date that the team member left the state leadership team.</i>

State Key	State	Added by	Date Added	Last Edited by	Last Edit Date
<i>This is a unique identifier for the state record that is associated with the team member record.</i>	<i>This is the state name for the state record that is associated with the team member record.</i>	<i>This is the username of the user that added the team member record to PIDS.</i>	<i>This is the date that the team member record was added to PIDS.</i>	<i>This is username of the user that last edited the team member record.</i>	<i>This is the date that the team member record was last edited.</i>

## Agency Assignments Worksheet

State Leadership Team Member Key	Team Member	State Leadership Team Agency Key	Agency	Start Date	End Date
<i>This is a unique identifier for the team member record associated with the agency record.</i>	<i>The team member ID number and name.</i>	<i>This is a unique identifier for the agency record that is linked to the team member.</i>	<i>The agency name.</i>	<i>The date that the team member started at the agency.</i>	<i>The date that the team member left the agency.</i>

State Key	State	Added by	Date Added	Last Edited by	Last Edit Date
<i>This is a unique identifier for the state record that is associated with the team member and agency records.</i>	<i>This is the state name for the state record that is associated with the team member and agency records.</i>	<i>This is the username of the user that added the association between the team member and agency.</i>	<i>This is the date that the association between the team member and agency was added to PIDS.</i>	<i>This is username of the user that last edited the association between the team member and agency.</i>	<i>This is the date that the association between the team member and agency was last edited.</i>

## Agencies Worksheet

State Leadership Team Agency Key	Name	Website	Phone Number	Street Address	City	State	ZIP Code
<i>This is a unique identifier for the agency record.</i>	<i>The agency name.</i>	<i>The agency's website.</i>	<i>The agency's phone number.</i>	<i>The street address portion of the agency's address.</i>	<i>The city portion of the agency's address.</i>	<i>The state portion of the agency's address.</i>	<i>The ZIP code portion of the agency's address.</i>

State Key	State	Added by	Date Added	Last Edited by	Last Edit Date
<i>This is a unique identifier for the state record that is associated with the agency record.</i>	<i>This is the state name for the state record that is associated with the agency record.</i>	<i>This is the username of the user that added the agency to PIDS.</i>	<i>This is the date that the agency was added to PIDS.</i>	<i>This is username of the user that last edited the agency.</i>	<i>This is the date that the agency was last edited.</i>

## Community Agency Types Worksheet

Community Leadership Team Agency Type Key	Name	Description	State Key	State	Added by	Date Added	Last Edited by	Last Edit Date
<i>This is a unique identifier for the agency type record.</i>	<i>The agency type name.</i>	<i>The agency type description.</i>	<i>This is a unique identifier for the state record that is associated with the agency type record.</i>	<i>This is the state name for the state record that is associated with the agency type record</i>	<i>This is the username of the user that added the agency type record to PIDS.</i>	<i>This is the date that the agency type record was added to PIDS.</i>	<i>This is username of the user that last edited the agency type record.</i>	<i>This is the date that the agency type record was last edited.</i>

**Intent:** This report is designed to export all the information on the State Leadership Team dashboard for the specified timeframe and selected state(s).

**BOQs Worksheet:** This worksheet includes all the State Leadership Team Benchmark of Quality records that meet the following criteria:

1. The BOQ's form date is between the Start Date criteria and End Date criteria.
2. The BOQ is within the selected state(s).

**BOQ Team Members Worksheet:** This worksheet includes the team member records that are linked to BOQ records contained in the BOQs Worksheet.

**Active Team Members Worksheet:** This worksheet includes all the State Leadership Team members that meet the following criteria:

1. The team member's start date is on or before the End Date criteria.
2. The team member either does not have a leave date, or their leave date is on or after the Start Date criteria.
3. The team member is within the selected hub(s)/state(s).

**Agency Assignments Worksheet:** This worksheet includes all the agency assignment records for team members included in the Active Team Members Worksheet.

**Agencies Worksheet:** This worksheet includes all the State Leadership Team Agencies for the selected states(s).

**Community Agency Types Worksheet:** This worksheet includes all the Community Leadership Team Agency Types from the Community Leadership Team dashboard for the selected states(s). These agency types are in this report because the state manages the agency type list.

Criteria Name	Optional?	Description
Start Date	No	This date forms the start of the window that determines what records to include in the report.
End Date	No	This date forms the end of the window that determines what records to include in the report.
State(s)	No	This filters the records that are included in the report.