P20 WIN
DATA GOVERNING BOARD

May 21, 2021 Special Meeting
AGENDA

1. Attendance
2. Public Comment
3. Encryption Standards
4. Voting Procedures
5. Executive Board Agenda Review
6. Adjournment
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DATA GOVERNING BOARD ROLE

Draft language for Duties and Responsibilities (extracts)

1. Pertaining to any Data Sharing pursuant to this E-MOU, the Data Governing Board shall establish and enforce policies set forth by the Executive Board related to cross-agency data management, including but not limited to, data privacy, confidentiality and security in conformance with applicable law.

1. The Data Governing Board shall provide oversight for the technical implementation of the Data Sharing process and shall be responsible for ensuring the availability, privacy, confidentiality, security and quality of data shared through the Data Integration Hub(s)

   1. Evaluate the quality of the technical process for matching data and quality of the data available through the P20 WIN Data Sharing system.

   2. Develop and recommend policies and procedures that need to be created or improved, including but not limited to policies and procedures to ensure data privacy, confidentiality and security.
DATA TRANSMITTAL - CURRENT STATUS

- Data transmittal uses Axway Secure Transport application
- Application covers all* transfers for (same tools used for each transfer between participating agencies, DOL and data recipients):
  - Analytic data
  - Matching data
  - Resultant data
- DOL is the user and can administer, DAS / BEST is primary support for application
- Axway Secure Transport can be configured to encrypt data:
  - ‘In transit’ (while being transmitted)
  - ‘At rest’ (while on servers)
- Currently, encryption ‘in transit’ only is enabled

* Occasional exceptions made in the past
• Proposed policy / procedure: Data transmittal for all P20 WIN requests should encrypt data ‘in transit’ and ‘at rest’
• DOL and DAS / BEST to review changes required to Axway implementation
• DOL to implement and to notify DGB when changes complete
• OPM to update documentation for data request management (if needed) based on proposed changes
• Current data requests may be voluntarily ‘on hold’ during change process
  • OPM will schedule data transmittal once changes (if any) complete
  • 0027 – 0031 currently ‘on hold’ by request from CSCU / UConn
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