



## **P20 WIN Data Governing Board Meeting Minutes**

**Friday 02/03/23 8:30am – 9:30am**

### **Teams Meeting**

The meeting began at 8:33am.

#### **1. Public Comment**

No one from the public made a comment to the Board.

#### **2. Attendance**

The Board made introductions and welcomed a new Data Governing Board member from the Office of Early Childhood.

Present: Ram Aberasturia (OHE), Bob Barry (BITS), Patrick Flaherty (DOL), Scott Gaul (OPM), Michael Giralmo (DMHAS), Lauren Jorgensen (UConn), Jan Kiehne (CSCU), Eileen McMurrer (OEC), Fred North (DCF), Maura Provencher (CCIC), Susan Smith (DSS)

Absent: Ajit Gopalakrishnan (SDE) and Paul Schmitz (CCEH)

Guests from Participating Agencies: Ashley Dhaim (OPM), Xian Guan (DOL), Coral Wonderly (OPM)

Guests/Members of the Public: Kate Eikel, Malaika Maka, Nat McLaughlin, Jonathan Richter, Ken Watari,

#### **3. Data Security Plan Approval**

The Data Security Plan was shared with the Data Governing Board to provide additional comments. Discussion on the plan included a suggested change in section 2.b change “may” to “must,” which was accepted by the Board.

The Data Governing Board affirmed their vote by raising their hands on Microsoft Teams. The Board unanimously approved data security process.

#### **4. Dry Run Update**

Ashley Dhaim (OPM) shared an update of the dry run, reminding Board members that deadline to upload fake match data to SFTP is this morning.

Preliminary feedback from the group included the need for an improved process to communicate to DOL when and what file is being uploaded to SFTP.

#### **5. Working Groups**

##### **a. Data Matching Technology Working Group**

The Data Matching working group will be established upon the completion of the dry run.

##### **b. Data Security**

Coral Wonderly (OPM) gave an update about the Data Security working group. The group will be composed of Agency Information Technology staff and Data Governing Board members.

#### **6. Equity Assessment tools**

Susan Smith (DSS) presented on the creation of an equity assessment tool. This tool is part of the work being done in the Equity in Practice Learning Community and aligns with the Board’s responsibility outlined in the Enterprise MOU to promote equity in the data system.

A draft of the assessment tool is planned to be shared with the Board in March for review and feedback



**7. Data Request Summary**

Katie Breslin (OPM) shared the data request summary dashboard

**8. Next steps**

Katie gave an update on the Executive Board.

Additional discussion addressed data security, breach and remediation efforts.

**9. Adjourn**

The meeting ended at 9:27am