



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

**Friday 3/12/21, 8:30am – 9:30am**

### **Teams Meeting**

1. The Data Governing Board meeting began at 8:34am.
2. Public Comment  
No members of the public were in attendance.
3. Attendance  
Present: Patrick Flaherty (DOL), Jan Kiehne (CSCU), Rachel Leventhal-Weiner (OEC), Maura Provencher (CCIC, for Jen Widness)  
  
Guests from incoming Participating Agencies: Ram Aberasturia (OHE), Rob Bongiolatti (DOL), Linda Casey (CCEH), Peter Hadler (DSS), Treena Mazzotta (DCF), Susan Smith (DSS), Katie Breslin, Scott Gaul (OPM)
4. General Updates
  - a. Research agenda  
The Research Agenda has been shared with and approved by the Executive Board. It has been added to the website and will be shared with other agencies and external partners to promote the system.  
  
A small group of DGB members volunteered to discuss how to include basic skills deficiency in the Research Agenda.
  - b. Data request form revisions  
The Data Request Form is being reviewed as we prepare to expand P20 WIN participating agencies and accommodate expanded requests that are more policy and practice in nature. Revisions will be recommended to the Data Governing Board for approval.
  - c. Technical upgrade planning group  
The Technical Upgrade planning group has met twice. Group will present a set of recommendations to the Data Governing Board and the Executive Board depending on the scope of changes.  
  
Focus areas include adding new data sources, building analytical capacity, boost data matching capacity, and producing research and corresponding tools. Future meetings will be look at specific use cases for the system.  
  
There may be some opportunities to incorporate DOL participation in the Coleridge Initiative in the planning group.
5. Data request calendar review
  - a. College and Career Readiness (revision to request #0018)  
Underlies the College and Career Success research agenda topic. MOA needs to be drafted and shared with agencies for signature.
  - b. Post-secondary outcomes (multi-year request #0027 - 0031)
  - c. Other request updates  
CCIC may be submitting post-secondary outcomes request with US Census



Potential juvenile justice data request for CSDE.

Research agenda planning groups – there is interest from members to review the memos for the planning groups and determine how best to execute the data requests.

6. Data governance documents for legal agreements

a. Revised document set and flowchart

The latest round of the legal documents has been finished and is being reviewed. A complete package of the legal agreements and supporting documents will be compiled and shared with the Data Governing Board.

The biggest change in the documents is the creation of a single Data Sharing Agreement that is request-specific and is signed by the Participating Agency(ies), Data Integration Hub (DOL), and the Data Requestor/Recipient.

b. Data aggregation / cell suppression policies

Request for formal or informal policy from agencies for data aggregation/ cell suppression policies. Policies are not included in the legal agreements.

Each project/data request cell suppression policy will be included in the Data Sharing Agreement by agencies providing data to the Data Integration Hub.

c. Data elements

d. User acknowledgment forms

Request to agencies for existing User Acknowledgement Forms.

7. Next Steps

a. Schedule follow-up conversation to discuss data requests for the Research Agenda.

b. Legal agreements, supporting documents, and summaries will be shared with the Data Governing Board.

c. Outreach will begin to incoming Participating Agencies to identify Executive Board representation and onboarding for the May meeting.