



P20 WIN Data Governing Board Special Meeting - Agenda

Thursday 5/21/21, 8:30am – 9:30am

Teams Meeting

1. The Data Governing Board meeting began at 8:33am
2. Public Comment
No members of the public were present in attendance.
3. Attendance
Present: Lloyd Blanchard (UConn), Patrick Flaherty (DOL), Jan Kiehne (CSCU), Jennifer Widness (CCIC), Maura Provencher (CCIC), Rob Bongiolatti (DOL)

Guests from Incoming Participating Agencies: Ram Aberasturia (OHE), Linda Casey (CCEH), Peter Hadler (DSS)
4. Encryption Standards
 - a. At a recent meeting it was discovered that some part of the data exchange was not encrypted. There was some discussion regarding the length of time data can remain unencrypted while “at rest.”
 - b. Proposed implementation – Data transmittal for all requests should encrypt data in transit and at rest
 - i. DOL & BEST need to review what is currently in implementation and report to DGB of any changes. The first step is to adjust settings to the servers at DOL, followed by testing at BEST. This change will not impact or require any of the Participating Agencies to do anything. This process should not take more than a few days.
 - ii. The DGB determined it would proceed with enabling encryption.
5. Voting Procedure
 - a. This is a discussion continued from the previous Board meeting about what voting procedures could and should be adopted by the Data Governing Board. Some recommendations to address decision making included continuing with consensus and exploring dynamic facilitation or Robert’s Rules of Order.
 - b. There was some support to adopt Robert’s Rules of Order, which would formalize the DGB meetings. There was also some discussion about how to maintain a collaborative environment if following a formal process like Robert’s Rules.
6. Executive Board Agenda Review
 - a. The Board reviewed the agenda and slides for the upcoming Executive Board meeting on May 26. OPM will circulate revised slides to DGB and Executive Board members.
7. The DGB adjourned at 9:33am