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

DATA TRANSMITTAL - PROPOSED CHANGES

- 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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