



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

### **Friday 12/02/22, 8:30am – 9:30am**

The meeting began at 8:31am.

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

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

#### **2. Attendance**

Present: Ram Aberasturia (OHE), Bob Barry (BITS), Patrick Flaherty (DOL), Scott Gaul (OPM), Michael Giralmo (DMHAS), Ajit Gopalakrishnan (SDE), Lauren Jorgensen (UConn), Jan Kiehne (CSCU), Fred North (DCF), Maura Provencher (CCIC), Paul Schmitz (CCEH), Susan Smith (DSS)

Guests from Participating Agencies: Rob Bongiolatti (DOL), Sarah Caro (CSCU), Xian Guan (DOL), Coral Wonderly (OPM)

Guests/Members of the Public: Kate Eikel, Nat McLaughlin, Jonathan Richter

#### **3. Updates**

Katie Breslin shared the upcoming 2023 calendar for approval by the Data Governing Board. The 2023 calendar was approved unanimously. The Data Governing Board meets on the first Friday of the month.

Katie shared that a training schedule will be released for the Learning Sessions. Board members are encouraged to share topics they are interested in.

Sarah Caro, Research Analyst at CT State Colleges and Universities, is in the process of posting latest report on College and Career Readiness.

#### **4. Data Stewards**

Coral Wonderly presented the survey results received Data Stewards in the fall. The Data Stewards will reconvene as a group in early 2023.

#### **5. Data Request Summary**

Katie shared the data request summary dashboard.

#### **6. Policy and Process Updates**

##### **a. Data Matching Policy and Process**

Katie shared that the draft has been revised based on comments received from CSCU. The OPM team is expecting additional comments from CSCU.

There was discussion regarding the timeline to delete the match files. It was agreed that the data sharing agreements would be revised to reflect the five-day deletion period.

The Board was encouraged to send feedback by the end of the month, for the policy to be approved at the January 2023 meeting.

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

Scott Gaul walked through the data security flow chart. There was discussion about the development of a data security questionnaire and how it would impact participating agencies.

#### **7. Next steps**

Board members will provide feedback by the end of the month, in order for the policy to be approved at the January 2023 meeting.

#### **8. Adjourn**

The meeting end at 9:31am.