



P20 WIN Data Governing Board Meeting - Minutes

Friday 4/9/21, 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 in attendance.
3. Attendance
Present: Patrick Flaherty (DOL), Ajit Gopalakrishnan (SDE), Jan Kiehne (CSCU), Rachel Leventhal-Weiner (OEC)

Guests from incoming Participating Agencies: Ram Aberasturia (OHE), Linda Casey (CCEH), Peter Hadler (DSS), Treena Mazzotta (DCF), Susan Smith (DSS), Katie Breslin, Scott Gaul (OPM)

Agency Guests: Rob Bongiolatti (DOL), Kathy Marioni (DOL), Laurie Colbourn (DOL)
4. Annual Calendar
 - a. The Department of Labor is planning to apply for the Workforce Data Quality Initiative grant as an approved authority. There is a possible opportunity to coordinate with New York and New Jersey. Members of P20 WIN may submit a letter of support for the application. DGB members are welcome to share thoughts on how to improve data quality in Connecticut.
 - b. A Memorandum of Agreement will be drafted for the 5-year data request on post-secondary outcomes.

Additional meetings with stakeholders may be scheduled to review the request and outcomes. While this request is not new and has historically had an audience primarily of higher education institutions, it may be helpful to circulate the request with other stakeholders to make sure it meets the priorities of the state.
 - c. The data request from Yale and the New Haven Public Schools is making progress. Review of the requested data elements is nearly complete and the Data Sharing Agreement will be drafted. This request will be the test run for the new data sharing agreement
 - d. A new request will be submitted - IDEA Reporting that will look at exit outcomes for special education students and special education graduates. The request may be submitted in August.
 - e. Other data requests that may be submitted include: a CSCU/DECD CARES Act evaluation and requests related to SNAP data.
5. Legal Agreements
 - a. DGB members were reminded to submit comments on the legal agreements if they had not already done so.
 - b. We hope the new legal agreements will be ready to be signed by May Executive Board meeting. The May Executive Board meeting will be the first meeting with all 10 Participating Agencies.



We have begun reaching out to new agencies to identify executive board representatives and to prepare for onboarding executive leadership.

- c. There was a brief review of the changes made to the Enterprise MOU and the Data Sharing Agreement. A summary of the changes have been shared with the Data Governing Board.

The Data Integration Hub is currently and will continue to be DOL. The documents have built in the ability for an exception if all parties involved in the request consent to sharing happening in other locations.

A group reading session will be scheduled to review the legal agreements page-by-page as a group. Agency legal counsel is welcome to join the review session.

- d. A meeting will be set up to review roles and responsibilities of Data Governing Board in light of the changes in the Enterprise MOU.

6. Onboarding Policy

The DGB reviewed the current and proposed protocol to onboarding new agencies. While we are in a transitional phase, we will not use either process to onboard the four new agencies. P20 WIN will adopt new approach when transition is complete.

There are a few differences between the existing and proposed onboarding processes. The proposed approach begins at Executive Board and sends to DGB for review with final approval at the Executive Board. The proposed approach does not explicitly include questions about cost-sharing, but there are new procedures for suspension and reinstatement.

7. Next Steps

- a. The Annual Calendar will be updated to reflect the anticipated and incoming data requests.
- b. Meetings will be scheduled for: a reading session in 2 weeks, a final review of the agreements, and individual meetings for new Executive Board members.

8. The DGB meeting adjourned 9:29am.