



P20 WIN Data Governing Board Meeting - Minutes

Friday 6/4/21, 8:30am – 9:30am

Teams Meeting

1. The meeting began at 8:32am.
2. Public Comment
No members of the public were in attendance.
3. Attendance
Present: Patrick Flaherty (DOL), Scott Gaul (OPM), Ajit Gopalakrishnan (SDE), Rachel Leventhal-Weiner (OEC), Jan Kiehne (CSCU), Maura Provencher (CCIC)

Present from incoming agencies: Ram Aberasturia (OHE), Linda Casey (CCEH), Treena Mazzotta (DCF), Susan Smith (DSS)

Guests: Laurie Colbourn (DOL), Manisha Srivastava (OPM)
4. System Updates
 - a. The Annual Calendar of data requests was reviewed. The data request for the WTIF grant report is in the calendar.
 - b. Data Transmittal Changes - DOL and DAS/BEST implemented and tested changes to enable encryption “at rest.” Agencies involved in the Higher Ed/LRC data request can proceed to send their datasets to DOL for matching. The deadline for doing so is June 30.
 - c. The Technical Upgrade planning group has been meeting since February. The group has been tasked with making recommendations to the DGB on technical upgrades that would benefit the P20 WIN system.

The discussion at prior DGB meetings on data transmittal is a good example of the work that the group can do together to improve the P20 WIN system.

Depending on the scope of changes, the planning group will submit recommendations to the DGB, who will then make recommendations to the Executive Board for approval.

There was a question about data request management and if there is collaborative management software that could be used to track data requests. A centralized management system for recording different stages of the process would be helpful. DGB members were encouraged to share their best practices and software ideas for project management.
 - d. Follow up from Exec Board meeting has included reaching out to the Governor’s office to schedule a possible signing ceremony for the Enterprise MOU. As a result of our Executive Board meeting, we have had two agencies express interest in joining P20 WIN.
5. Resident Advisory Board working group
 - a. At the Executive Board meeting, it was determined that a working group would be formed to develop a plan to create a Resident Advisory Board. This plan would be presented to the Executive Board at their August meeting.
 - b. Members of the DGB volunteered to join the group, as well as staff from participating agencies.
6. System Sustainability working group

- a. At the Executive Board meeting, it was determined that a system sustainability working group would be formed to identify potential funding sources for the P20 WIN system.
 - b. Members of the DGB volunteered to join the group.
7. Next Steps
 - a. There will be outreach to volunteers for the Resident Advisory Board and System Sustainability working groups.
8. The meeting was adjourned at 9:37am.