



P20 WIN Executive Board Meeting – Minutes

Tuesday 8/17/21, 2:00pm – 3:00pm

Teams Meeting

1. Welcome

Commissioner Bye welcomed the group to the August 17, 2021 meeting of the P20 WIN Executive Board. The meeting was called to order at 2:05pm. Commissioner Bye stated that we have reached a milestone with the newly expanded and official P20 WIN.

2. Public Comment

No one from the Public was in attendance.

3. Roll Call

Present: Beth Bye, Chair (OEC), Dante Bartolomeo (DOL), Lloyd Blanchard (UConn), Kathy Brennan (DSS), Jane Gates (CSCU), Scott Gaul (OPM), Linda Casey (CCEH Designee), Tim Larson (OHE), Jen Widness (CCIC), Kelli Vallieres (OWS), Michael Williams (DCF)

Guests from Agencies: Ram Aberasturia (OHE), Katie Breslin (OPM), Patrick Flaherty (DOL), Bill Gammell (CSCU), Ajit Gopalakrishnan (SDE), Rachel Leventhal-Weiner (OEC), Maura Provencher (CCIC)

4. New Business

Commissioner Bye added new business to the agenda to introduce the newest members of the P20 WIN Executive Board: Commissioner Bartolomeo from DOL and Chief Workforce Officer Kelli-Marie Vallieres. The group also recognized Lloyd Blanchard's new role as interim Chief Financial Officer at UConn.

5. Updates

At the last meeting, P20 WIN had three active and ongoing data requests. Since then, another two data requests have been submitted to the system. Requests range from pre-k impact evaluations and manufacturing program outcomes to special education outcomes for federal reporting and linking the Homelessness Management Information System (HMIS) with wage records.

Linda Casey, from the CT Coalition to End Homelessness, explained the HMIS is the statewide database that tracks homeless individuals as they enter the homelessness system through to their exit. The data request will identify income of clients and expand access to housing opportunities.



Commissioner Bye identified some incoming data requests that include a Bridgeport Pre-K impact study and an evaluation Universal Home Visiting evaluation, which is a collaboration with the Department of Social Services and the Department of Public Health.

Kelli Vallieres, Chief Workforce Officer, shared a potential data request that will evaluate the long- and short-term outcomes of workforce program participation that are being funded through the American Rescue Plan Act (ARPA).

Please share any incoming requests that you are aware of with Katie and Scott.

Katie shared an update on the Resident Advisory Board. The working group has met and begun discussions about how best to form the Resident Advisory Board. An outline and timeline will be developed, and the Board will be updated as progress is made.

Scott shared a brief update of the Legislative changes that were made to P20 WIN in the 2021 Legislative Session. Changes to P20 WIN are in Public Act 21-2. The purpose and vision of P20 WIN – as approved by the Executive Board in 2020 – have been included in statute and constitutes the basis for the system. Changes also include adding the Chief Workforce Officer to the Executive Board of P20 WIN, revises reporting framework for some education outcomes, and repealed other reporting requirements so that they reflect the needs and goals of the state.

6. P20 WIN Enterprise Agreements

Commissioner Bye shared that nearly all signatures have been collected from the Commissioners and Executive Directors from all the Participating Agencies. The expanded P20 WIN is fully functional. There is one outstanding signature on the Enterprise Memorandum of Understanding (eMOU). Members of the Board shared they are excited for the work that can be done moving forward.

Once all signatures are collected for the eMOU, work on the Data Sharing Agreements will begin. Drafts will be circulated for agency review and the generic template is almost ready to be shared. This will be followed by the development of subject-matter and agency-specific Data Sharing Agreements. Drafts should be sent by the end of the week and meetings for review with different agencies will be scheduled in the next few weeks.

Commissioner Bye suggested it might be helpful to meet with the legal counsel from each agency all at single meeting – to help expedite things. Legal counsel are recommended to participate in meetings to discuss the legal agreements.



Scott shared that there have been preliminary discussion with a few agencies interested in joining P20 WIN. A good outcome of the May Board meeting is that engaged leadership from the Board were responsible for generating interest with multiple new state agencies. This engagement is essential in expanding P20 WIN. Staff will follow the process for adding new agencies in Appendix 1. Updates will be shared at the next Board meeting.

7. System Sustainability

The System Sustainability working group has met a few times to discuss the resources available to maintain the system and fulfill a growing number of data requests. Discussion has also expanded to address the infrastructure needed in order to maintain and grow the system. The long-term successful of keeping system going is thanks to CSCU.

One component of the plan is reaching the right stakeholders and ensuring they see value in system. Executive Board members are encouraged to identify different stakeholder groups and to spread the word about P20 WIN. Who are the different stakeholders we should be reaching out to? Understanding the value or potential value of P20 WIN to the state is important to maintaining the system.

A second component of the plan is to ensure widespread use. There have been articles over the last year looking at different studies. All involve P20 WIN data, but P20 WIN is not mentioned. To sustain the system, people need to recognize the work being done through all these agencies is happening through P20 WIN.

The third component is to identify financial support. The group looked at benchmarking the costs of comparable systems elsewhere in the country. This helps us understand the work the system is doing and benchmark it against the costs. Using this information, the working group anticipate that as a goal for the budget. Board members are encouraged to identify funding sources for sustainability through some agency appropriations, contracts for specific projects and grants, philanthropy, and licensing fees.

8. Technical Upgrade recommendations

The Technical Upgrade planning group has been meeting over the last 6 months going through the current data sharing process, the needs of external and internal users of the system, and what improvements can be made to the system.

Sharing the recommendations with the Board enables the group to collect feedback from members and allows discussion to ensure we are moving in the right direction - before moving forward with any implementation and makes sure it is meeting the needs of the state, agencies, and users.



The ultimate focus of the recommendations is speed, security and cost-effectiveness.

The group identified five recommendations:

- a. Formalize an advisory role for DAS/BEST on the Data Governing Board.
- b. Develop an incident response plan.
- c. Identify tools to streamline the data request process through the use of online forms, understanding data each system has, Data Sharing Agreements. Most of the current process is very manual, but modest efficiencies can be made.
- d. Upgrade data transmittal applications to improve audit and notifications options.
- e. Explore options to reduce the movement of data to increase security and improve data request management.

The system is currently federated - data lives in different systems at each agency and data are integrated on a case-by-case basis. There are two possible options to implement a faster and more secure turnaround – one using automation within the federated model and a hybrid system.

Work will be done to look at other states doing comparable work that P20 WIN is doing. This can help find ways to streamline the process and improve security. Some members of the Board requested a breakdown of agencies in systems using a hybrid approach in other states. Other agencies want to explore the hybrid model, but funding needs to be a priority as the system grows.

- f. Commissioner Bye made a motion to formalize an advisory role for DAS / BEST on the Data Governing Board. Seconded by Commissioner Bartolomeo. Motion passed unanimously by voice vote.

9. Next Steps

The next meeting of the P20 WIN Executive Board is Tuesday, November 16 at 2:00pm. Items to review will include the research agenda and any updates, confirming the 2022 meeting calendar, discussing the upcoming legislative session and any changes to outcome-based solutions to our work. Share any items or topics for discussion for the next meeting with Katie and Scott.

10. Adjournment

The meeting adjourned at 2:57pm.