



## Rhode Island Longitudinal Data System

### Data Governance Committee

#### DRAFT Minutes

Monday, September 23, 2024 – 2:00 PM  
Meeting Link: <https://teams.microsoft.com>  
This meeting was RECORDED  
RI Department of Education, Room 501  
255 Westminster St, Providence, RI, 02903

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#### COMMITTEE MEMBERS IN ATTENDANCE:

Colleen **Caron** (DCYF); Jessica **Cigna** (SOS); Vincent **Flood** (DOA); Scott **Gausland** (*Delegate* DOIT); Rebecca **Lebeau** (OHHS); Kim **Pierson** (RILDS); Kevin **Simpson** (OMB); Andrea **Spargo** (RIOPC); Megan **Swindal** (DLT); and Mike **Waterman** (RIDE).

#### COMMITTEE MEMBERS ABSENT:

None.

#### GUESTS:

Greg Ebner (RIOPC), Judah Boulet (RIDOH), Mike Matkowski (OMB), Erin Twomey-Wilson (Onward We Learn), Peg Votta (RIDE), and Patrick McCormick (Quadrant Research).

**Kim Pierson**, RILDS Interim Director, called the meeting to order at 2:11 PM EST, acknowledging a quorum was present.

1. **WELCOME - Pierson** opened the meeting and welcomed everyone.
2. **VOTE** on Adoption of Meeting Minutes – **Pierson** called for a motion to approve the minutes from the July 17, 2024 meeting as presented and without modification. **Scott Gausland** motioned, **Rebecca Lebeau** seconded, and the Committee approved the minutes as presented.

**VOTING IN FAVOR:** Caron, Cigna, Flood, Gausland, Lebeau, Pierson, Simpson, Spargo, Swindal

**VOTING IN OPPOSITION:** None

**ABSTENTION:** Waterman

**ABSENT:** None



3. **DISCUSSION** of Public Output Review Process – **Pierson** requested feedback on the Public Output Review process. No changes were suggested, and the committee agreed to continue with the current process.
4. **DISCUSSION** of Updates to Prioritization Matrix – **Pierson** presented a draft of the updated Prioritization Matrix and proposed using it to gather feedback on current data requests. She suggested forming a working group to refine the criteria.

**Lebeau** suggested clarifying the definition of "urgent" to prioritize high-impact requests, such as those for the Governor or federal submissions, over last-minute requests.

**Simpson** asked how the matrix aligns with the policy prioritizing Data Contributing and Non-Data Contributing Agencies. He suggested moving agency requests to the top of the queue and considering general revenue requests as income-generating for higher priority.

**Swindal** and **Lebeau** suggested weighting criteria related to Data Contributing or Non-Data Contributing Agency submissions more heavily to ensure agency prioritization.

**Simpson** inquired if the backlog of requests would be scored and prioritized. **Pierson** proposed using the matrix to prioritize both the existing backlog and future requests suggesting that a working group may assist in this process.

**Caron** requested adding more detail about research design and methodology in the request review template. **Pierson** proposed including this information on the RILDS website and in committee-review submissions.

The committee agreed to continue refining the matrix and consider forming a working group.

## 5. **DISCUSSION** of & **VOTE** on Data Requests

### a. *RIDOH Lead PCP Report cards*

**Pierson** introduced the Lead Primary Care Provider Report Cards, a recurring request for the Rhode Island Department of Health. She noted that the RILDS Center has fulfilled this request dating back to around 2008.

The Data Contributing Agencies unanimously approved.

**VOTING IN FAVOR:** Caron, Cigna, Spargo, Swindal, Waterman

**VOTING IN OPPOSITION:** None

**ABSTENTION:** None

**ABSENT:** None

b. *RIDOH Tax Assessor*

**Pierson** introduced the recurring RIDOH Municipal Tax Assessor request. She noted that the RILDS Center has fulfilled this request dating back to around 2014.

The Data Contributing Agencies unanimously approved.

**VOTING IN FAVOR:** Caron, Cigna, Spargo, Swindal, Waterman

**VOTING IN OPPOSITION:** None

**ABSTENTION:** None

**ABSENT:** None

c. *RIDE Adult Education Outcomes*

**Pierson** presented the recurring RIDE Adult Education Employment Outcomes request under WIOA Title II.

The Data Contributing Agencies unanimously approved.

**VOTING IN FAVOR:** Caron, Cigna, Spargo, Swindal, Waterman

**VOTING IN OPPOSITION:** None

**ABSTENTION:** None

**ABSENT:** None

d. *RIOPC Direct Admissions*

**Pierson** presented the RIOPC Direct Admissions request, a partnership exploring direct admissions in RI..

**Lebeau** asked who the Direct Admissions letter would come from. Guest, **Greg Ebner** (RIOPC), confirmed that the letter would come from RIOPC.

**Cigna** inquired about the third-party vendor. **Ebner** stated that URI uses the third-party vendor, ScarletCS, but that RI has not yet committed to a vendor for the RI Direct Admissions process.

**Cigna** noted the absence of a security plan in the request and recommended the request return to the committee if a third-party vendor is selected.

The Data Contributing Agencies unanimously approved with the condition that the request returns for review if a third-party vendor is selected.

**VOTING IN FAVOR:** Caron, Cigna, Spargo, Swindal, Waterman

**VOTING IN OPPOSITION:** None

**ABSTENTION:** None

**ABSENT:** None

e. *Onward We Learn & RIC GEAR-UP Evaluation*

A recurring GEAR UP evaluation request for Onward We Learn was discussed.

**Caron** inquired if RILDS creates the match comparison sample or if the RIC evaluators create it. Guest, **Erin Twomey-Wilson** (Onward We Learn), explained that RILDS provides the comparison students and their external evaluators create the match comparison sample using propensity score matching.

Guest, **Peg Votta**, inquired about de-identified data in a longitudinal analysis. **Twomey-Wilson** explained that the unique random identifier persists year to year for longitudinal analysis.

The Data Contributing Agencies unanimously approved.

**VOTING IN FAVOR:** Caron, Cigna, Spargo, Swindal, Waterman

**VOTING IN OPPOSITION:** None

**ABSTENTION:** None

**ABSENT:** None

f. *Quadrant Research*

A request to extend the data period for the Rhode Island Arts Education Data Project was reviewed.

The Data Contributing Agencies unanimously approved.

**VOTING IN FAVOR:** Caron, Cigna, Spargo, Swindal, Waterman

**VOTING IN OPPOSITION:** None

**ABSTENTION:** None

**ABSENT:** None

## 6. ADJOURNMENT

There being no further business, the September 23, 2024, RILDS Data Governance Committee meeting adjourned at 3:03 PM EST.