



RILDS

RHODE ISLAND LONGITUDINAL DATA SYSTEM

Rhode Island Longitudinal Data System Executive Governing Committee DRAFT Minutes

Tuesday, January 23, 2024 – 2:00 PM

Zoom Meeting: <https://uri-edu.zoom.us/j/94954560933>

Department of Administration, 4th floor Executive Conference Room
1 Capitol Hill, Providence, RI, 02908

COMMITTEE MEMBERS IN ATTENDANCE: Shannon **Gilkey** (RIOPC); Jonathan **Womer** (DOA); Richard **Charest** (OHHS); Brian **Tardiff** (ETSS); Matthew **Weldon** (DLT); Scott **Gausland** (RIDE delegate); and Dana **Brandt** (RILDS).

COMMITTEE MEMBERS ABSENT: Ashley **Deckert** (DCYF).

COMMITTEE MEMBERS ATTENDING VIRTUALLY (non-voting): Angélica **Infante-Green** (RIDE); Brian **Daniels** (OMB).

GUESTS: Erin **Boyar** (OMB); Lydia **Jin** (OMB).

STAFF: Kim **Pierson** (RILDS); Kevin **Simpson** (OMB).

Meeting of the Rhode Island Longitudinal Data System Executive Committee was called to order by Co-Chair Womer at 2:07 PM EST.

- 1. WELCOME** - Chair **Womer** opened the meeting and welcomed everyone.
- 2. VOTE on adoption of minutes** - **Womer** requested a motion to approve the minutes of the November 28, 2023 Executive Governing Committee meeting as presented and without modification.
 - MOTION:** Charest
 - SECOND:** Gilkey
 - VOTING IN FAVOR:** Gilkey, Womer, Charest, Gausland, Tardiff, Weldon, and Brandt
 - ABSENT:** Deckert, Daniels (remote, non-voting attendee)
 - VOTING IN OPPOSITION:** None
 - ABSTENTION:** None
- 3. DISCUSSION of Action Items from the Integrated Data System Report** - **Womer** introduced the next order of business: discussing action items from the IDS Report. **Tardiff** highlighted the progress being made on hiring the Chief Data Officer, implementing the Data Mesh principle, and establishing a Data and AI Center of Excellence. **Brandt** mentioned that she and Rebecca Lebeau (OHHS) are collaborating on governance coordination between EOHHHS and RILDS. **Gilkey** summarized the three priority outstanding items as capacity, governance and the path to vendor procurement (possible RFI).



- DISCUSSION of & VOTE on updates to the Governance Policy - Brandt** highlighted the proposed updates to the Data Governance Policy which included initiating and ending recurring participation in RILDS. **Daniels** suggested that the governing bodies could get too large and unwieldy if all data contributing entities are represented by a board and that associations may not want to take on the time consuming role. He suggested limiting the Executive Governing Committee to state agencies for simplicity. **Brandt** expressed concern that the entities contributing data needed some ability to have a say in the policies governing the use of their data. **Infante-Green** also had concerns about multiple entities that could represent one organization (i.e. a district could be represented by both RIDE and the Rhode Island School Superintendents Association). **Gausland** agreed with Daniels' proposal and suggested limiting the scope of the Executive Governing Committee, but allowing representation for all contributing entities at the Data Governance Committee level where policies are drafted for Executive Governing Committee review and approval. **Brandt** highlighted the second element of updates to the policy which includes the termination of partnerships.

Womer called for a motion to approve the Governance Policy subject to amendments proposed today.

MOTION: Gilkey

SECOND: Brandt

VOTING IN FAVOR: Gilkey, Womer, Charest, Gausland, Tardiff, Weldon, and Brandt

ABSENT: Deckert, Daniels (remote, non-voting attendee)

VOTING IN OPPOSITION: None

ABSTENTION: None

- DISCUSSION of & VOTE on Data Request Fee - Brandt** introduced the next order of business: discussing and approving the RILDS Data Request Fee. Delegation of authority for establishing the data request fee structure was extended to RIOPC and the RILDS Center through February 1, 2024. **Brandt** presented a data request fee structure to the Committee which proposes maintaining the current \$100/hr cost recovery fee, but prioritizes state data requests over third party researcher requests. She also introduced the idea of reduced fees for state agency sponsored projects for third parties noting that the overall sponsorship policy was still under discussion at the Data Governance Committee level. The Committee unanimously approved the RILDS Data Request Fee as amended today. Absent from voting was **Deckert** and **Daniels** (remote, non-voting attendee).
- REVIEW of FY24 Approved, Pending, and Completed Data Requests - Brandt** presented the status of pending, approved and completed RILDS Data Requests.

- ADJOURNMENT - Womer** asked for a motion to adjourn.

MOTION: Charest

SECOND: Gilkey

VOTING IN FAVOR: Gilkey, Womer, Charest, Gausland, Tardiff, Weldon, and Brandt

ABSENT: Deckert, Daniels (remote, non-voting attendee)

VOTING IN OPPOSITION: None

ABSTENTION: None

There being no further business the January 23, 2024 RILDS Executive Committee meeting adjourned at 3:01 PM EST.