



**Rhode Island Longitudinal Data System
Executive Governing Committee
DRAFT Minutes**

Tuesday, March 26, 2024 – 2:00 PM
Department of Administration, 2nd floor, Conference Room 2A
1 Capitol Hill, Providence, RI, 02908

COMMITTEE MEMBERS IN ATTENDANCE:

Dana **Brandt** (RILDS); Richard **Charest** (OHHS); Jess **Cigna** (SOS Delegate); Shannon **Gilkey** (RIOPC); Kelvin **Roldán** (RIDE Delegate); Brian **Tardiff** (ETSS); Matthew **Weldon** (DLT); and Jonathan **Womer** (DOA).

COMMITTEE MEMBERS ATTENDING VIRTUALLY (non-voting):

Brian **Daniels** (OMB).

COMMITTEE MEMBERS ABSENT:

Ashley **Deckert** (DCYF).

GUESTS:

Scott Gausland (RIDE); Harris Hameed (ETSS); Rebecca Lebeau (OHHS); Cynthia Forland (National Association of State Workforce Agencies (NASWA)); Kevin Simpson (OMB)

STAFF:

Rockwell Richards (RILDS).

Co-Chair **Gilkey** called the March 26, 2024, meeting of the Rhode Island Longitudinal Data System Executive Governing Committee to order at 2:15 PM EST, acknowledging that a quorum was present.

- 1. WELCOME – Gilkey** opened the meeting and welcomed everyone.
- 2. VOTE on Adoption of Meeting Minutes – Gilkey** requested a motion to approve the minutes of the January 23, 2024, RILDS Executive Governing Committee meeting as presented and without modification.
 - MOTION:** Brandt
 - SECOND:** Charest
 - VOTING IN FAVOR:** Brandt, Charest, Gilkey, Tardiff, Weldon, and Womer
 - VOTING IN OPPOSITION:** None
 - ABSTENTION:** Cigna, Roldán
 - ABSENT:** Daniels (remote, non-voting attendee), Deckert.

3. **DISCUSSION of Executive Order & Integrated Data System Report - Womer** introduced the next order of business: updates related to the Executive Order & Integrated Data System Report.

Tardiff shared updates related to the Data Center of Excellence & Chief Data Analytics Officer. Tardiff requested feedback from the Committee on the draft Request for Information (RFI) for the Rhode Island Data, Analytics, and Artificial Intelligence Center of Excellence (DA AI DoE).

Tardiff and guest, Harris **Hameed** (ETSS), also provided updates on Data Mesh.

Guest, Rebecca **Lebeau** (OHHS) addressed federated data governance. She highlighted that OHHS internal conversations have been centered around what sharing is possible and what sharing is necessary.

Womer suggested organizing a lawyer-to-lawyer meeting and offered to help coordinate the effort.

Brandt suggested bringing in the Data Integration Support Center (DISC), which is part of WestEd, and exists to provide expertise in planning, policy, privacy, and legal assistance for public agencies to integrate data across sectors.

Gilkey suggested establishing a deadline and milestones to keep the conversation moving forward. **Womer** agreed.

4. **REVIEW of & VOTE on** updates to the Request & Release Policies – **Brandt** reviewed the updates to the RILDS Request & Release Policies highlighting the proposed revisions to the policy. The RILDS Data Governance Committee reviewed the revisions and recommended the policy, as revised, be forwarded to the Executive Governing Committee for approval. The proposed changes focus on the notification and review procedures.

The new recommendation provides for notification to all members of the RILDS Data Governance Committee, but only the Data Contributing Agency(ies) whose data is being used in the Public Output are asked to conduct a disclosure avoidance review.

Daniels asked that the RILDS Center notify the Data Governance Committee if RILDS Center Public Outputs include public recommendations. **Brandt** responded that most RILDS Center Public Outputs do not contain policy recommendations, and when the Outputs do contain policy recommendations, the recommendations are driven by the Data Contributing Agency or the Requestor.

Gilkey agreed that the RILDS Center should avoid making policy recommendations. He asked whether Data Contributing Agencies can review Public Outputs, to prepare for any legislative or media interest. **Brandt** responded that Data Contributing Agencies have 5-business days to conduct disclosure avoidance review and to prepare for release.

Daniels clarified that in Public Outputs even without recommendations – he cited the Educational Outcomes for Children in Foster Care dashboard as an example – the data gets media and legislative interest. He wants to ensure that Data Contributing Agencies are prepared to respond to any inquiries.

Roldán recommend that the Executive Governing Committee suggest an approach on how to handle this concern.

Gilkey suggested adding another short review period.

Daniels clarified that he doesn't want to further delay the release of all RILDS Center Public Outputs. He recommended providing Data Contributing Agencies with the option to postpone release, so they can prepare for any legislative or media interested.

Gilkey asked when products could be altered. **Brandt** explained that once the RILDS Data Governance Committee approves a request, the scope of the request cannot be changed without Data Governance Committee approval.

Gilkey proposed including Daniel's suggested revision, allowing a Data Contributing Agency the option to postpone release by 5 business days.

Womer suggested modifying the last sentence in section 3.3 *Reason for Policy*.

After the Executive Governing Committee discussed the proposed revisions **Gilkey** called for a motion to approve the RILDS Request & Release Policies subject to the revisions made today.

MOTION: Womer

SECOND: Charest

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

VOTING IN OPPOSITION: None

ABSTENTION: None

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

- 5. DISCUSSION of Multi-State Data Collaboratives – Brandt** introduced a guest presenter, Cynthia **Forland**, of the National Association of State Workforce Agencies (NASWA). NASWA administers the Multi-State Data Collaboratives (MSDC). **Forland** highlighted the benefits of joining MSDC.

Gilkey inquired if Full Members are required to share data. **Forland** responded that Full Members have an agreement signed with Coleridge Initiative to share data, but that Contributing Governance members do not share data.

Roldán asked which states were Full Members. **Forland** responded that the Ohio Department of Job and Family Services, the Missouri Department of Labor and the Illinois Department of Labor are currently Full Members with a few more states in the queue.

Womer asked for more details on how the Multi-State Data Collaborative (MSDC) is different from Coleridge Initiative. **Forland** explained that MSDC is a coalition of states to come together to talk about shared challenges. NASWA, serving as the Administering Organization (AO), advises, supports and coordinates the work of the collaboratives, supports their meetings, provides coordination and oversight, etc. The Coleridge Initiative is the Platform Organization (PO), where cross-state data sharing happens.

Gilkey closed out the discussion by stating whether to join the Multi-State Data Collaborative or not is under consideration, and at what level, if joining, is still to be decided. **Brandt** said she would like RILDS to join as at least a Contributing Member since RILDS already has agreements with Coleridge and has received funding from Coleridge.

6. **REPORT on** Recent Meetings related to Data Sharing – This item was postponed.
7. **REVIEW of** Approved, Pending, and Completed Data Requests - **Brandt** provided the Committee with a handout updating the status of approved, pending, and completed RILDS Data Requests.
8. **ADJOURNMENT** – **Gilkey** asked for a motion to adjourn.
 - MOTION:** Womer
 - SECOND:** Charest
 - VOTING IN FAVOR:** Brandt, Charest, Cigna, Gilkey, Roldán, Tardiff, Weldon, and Womer
 - VOTING IN OPPOSITION:** None
 - ABSENT:** Daniels (remote, non-voting attendee), Deckert.
 - ABSTENTION:** None

There being no further business, the March 26, 2024, RILDS Executive Governing Committee meeting adjourned at 2:59 PM EST.