

Arizona Data Governance Commission

Minutes of the meeting
Friday, August 16, 2013
Arizona Department of Education
Conference Room 409

Roll Call – Aiden Fleming – 10:18 a.m.

Members Present

Elliott Hibbs (Chair)
Fred Estrella
Patrick Burns
Rod Lenniger

Dean Farar
Michele Norin (V-Chair)

Gordon Wishon
Josh Allen

Members Not Present

Rick Krug
Rick Ogston
Jeffery Billings
Aaron Hale

Staff:

Chris Kotterman- Deputy Director of Policy Development & Government Relations, ADE
Aiden Fleming, Legislative Liaison, ADE

Welcome and Introduction

Chairman Hibbs called the meeting to order at 10:18 a.m. Approval of the minutes of the commission's June meeting were held for October.

Presentation by Chris Kotterman & Ed Jung: FY 2014 DGC Shifting Focus

Ed Jung (ADE), began by presenting on the shift in focus due to budget constraints and statutory obligations of the DGC to create guidelines, recommendations and analysis surrounding data issues. The main topics of discussion surrounded:

- 1) How do we share data?
- 2) How do we use data?
- 3) Do we (the education community) have policies in place and do we need them?
- 4) Do we train our employees to deal with privacy?
- 5) Is it the responsibility of ADE to train employees at the district level?

Key Discussion Topics:

Member Wishon: What is the current approach? Is there a structure? Do we have an information security plan? Member Wishon requested a full review before making a suggestion about how to proceed.

Mark Masterson, ADE CIO: We will work with our policy team to bring an approach to the October meeting and create a privacy and security policy for ADE as a start.

Chris Kotterman, ADE: We will also bring a structured approach about the DGC's role in crafting and approving statewide guidelines for data use.

Member Norin, Vice Chair: What are the roles of the other groups? Are we the right group for these questions?

Chris Kotterman: We are the correct group to develop the guidelines, but they must be aligned to existing policy.

Member Wishon closed by saying that the DGC should only be interested in an approach that adds value and isn't redundant.

Debbie Stirling: SLDS dashboard demonstration

Debbie Stirling, ADE, demonstrated the capabilities of the SLDS dashboards. Showed functionality and value added to LEAs, administrators, teacher, parents and students.

Budget Recommendations: Mark Masterson

Mr. Masterson proposed his shift in annual objectives due to limited funding from the state this fiscal year (FY). Mr. Masterson's summary included encumbering the full allotment of funds to ADE-IT for the FY.

Key Discussion Topics:

Chairman Hibbs: Will the delay in JLBC/ITAC processes affect your ability to deliver?

Mark Masterson: It might, it will be a tight timeline with the added layers of approval that we need to go through.

Member Wishon: What platform will this be?

Mark Masterson: Vendor based solution, not an open source. RFP spells out what we require.

Chairman Hibbs: Even though IIS is removed, would commission like to be updated on its progress? It was a part of our approved plan.

Member Wishon: Yes, I've been briefed on all these plans and would like to keep up to date.

Member Norin: I'm fine with hearing updates. I'm curious on its progress.

Resource Requests: Mark Masterson

Mr. Masterson hereby requested:

Approval of the FY 2014 AELAS spending plan

TOTAL of \$7 Million

Motion/Budget Approvals

Mr. Wishon moved to approve \$7 million for the FY 2014 AELAS spending plan Vice Chairman Norin seconded the motion.

The committee adopted the motion with a unanimous voice vote.

DGC Policy Action Plan & Calendar Review

Aiden Fleming, ADE, stated that since the DGC has approved the budget for the year, meetings can be held quarterly instead on monthly. Additionally, ADE will bring an action plan to develop guidelines within the reaches of the DGC's statutory authority beginning in October. Members will receive draft guidelines before each meeting to review as well as how they fit into the scope of The Commission's mandate.

Key Discussion Topics

Member Wishon: There's no issue with recommending policy. I'm far more comfortable making guidelines with the use/security of data. More so than programmatic, even though we face similar issues. It's not likely we'll get assistance from FERPA from other agencies.

Aiden Fleming: I will create a process so all the members will know ahead of time the focus to inform substantive conversations within the meetings themselves. The addition of the structure should help this group fulfill their responsibility in a timely fashion.

Adjourn

Chairman Hibbs adjourned the meeting at 12:03 p.m.