

Minutes of Data Governance Committee Meeting

June 4, 2021

The members of the Data Governance Committee met in the boardroom at Central High School in Jackson, MS, in person or via teleconference on Friday, June 4, 2021 at 9:00 a.m. The meeting was available to all members via livestream. The meeting was held pursuant to Miss. Code Annotated Section 25-41-5.

The members present in the boardroom in Jackson, MS, were Alan Burrow, Jo Ann Malone, Aimee Brown, LaRenda Harrison, Lea Johnson, Donna Hales, Sonja Robertson, Jackie Sampsell, Sarita Donaldson, Deborah Donovan, and Tina Mason.

- I. Deborah Donovan called the meeting to order at 9:00 and attendance was recorded with some members via teleconference. Tenette Smith, Judy Nelson, Scott Clements, Kristen Wynn, Monique Corley, Beth Loflin (proxy for Brian McGairty), Sheila Franklin-Buie, and Chauncey Spears.
- II. A quorum of the committee was present in Jackson, MS so the meeting could be conducted.
- III. Deborah Donovan asked for a motion to approve the agenda for today's meeting. A motion was made by Aimee Brown and seconded by Jo Ann Malone. The committee voted unanimously to approve the agenda for June 4, 2021 meeting.
- IV. There were four informational items on the agenda as follows:
 - a. Progress of Data Governance program at the MDE (Deborah Donovan) - This was the first official public meeting, so some background, history and goals were given on Data Governance at the MDE. Data Governance is not new to MDE; the agency has had some type of Data Governance though informal, through MSIS Steering Committees and broader Data Governance efforts.
 - b. Establishment of Data Governance (Tina Mason) - vision and mission statements have been established for Data Governance. The Data Governance Charter was executed in March and these statements are captured in this document. The charter also captures the roles and responsibilities for the committee members, and the agenda submission process.
 - c. Update on Data Sharing Agreement Workgroup (Donna Hales) - status was given on the Data Recognition Corporation (DRC), Questar MAAP, Questar MAAP-A, NSPARC, Institutions of Higher Learning (15), and International Baccalaureate. The details were provided in the backup material. Deborah Donovan asked if further discussion was warranted, and none was needed.
 - d. Road Map for Data Governance Committee (Tina Mason) - an update was given on the Road Map. Year 2020 had the implementation of Rule 55.1. Year 2021 has executed the project charter (March) and established the committee; and the committee has begun work of their program areas Data Quality Plan and Data Dictionary artifact. The committee is also updating or creating their processes and procedures focusing on data collection in their program areas. Year 2022 the committee will begin prioritizing and implementing Data Governance policies and continue to improve on the processes and procedures it has begun to work on. The current Data Governance work is also impacting the MSIS 2.0 project.

- V. Deborah Donovan asked for a motion to approve future meeting dates. A motion as made by Lea Johnson and seconded by Jackie Sampsell. The committee voted unanimously to approve the future meeting dates as follows:
- a. July 22, 2021
 - b. September 16, 2021
 - c. November 18, 2021
- VI. Deborah Donovan asked for a motion to adjourn the meeting. A motion was made by Jo Ann Malone and seconded by LaRenda Harrison. The committee voted unanimously to adjourn the meeting.

Approved by:



Data Governance Committee Chair



Data Governance Committee Secretary