TECHNOLOGY & DATA PRIVACY ADVISORY COMMITTEE (TDPAC)

Thursday, September 20, 2023 - 6:30–8:00 pm Ed Center – Room 424

MINUTES

ATTENDEES:

~~Strikethrough~~ indicates NOT in attendance

Laura Cissell-Wyberneit	Jason Cook	Susanne Cornado
Adam Greer	~~Jen Jonson~~	Leah Lindblom
~~T.O. Owens~~	~~Dan Rohner~~	Phil Romig III
Keel Ross	~~Jenifer Ross-Amato~~	~~Emily Sullivan~~
Byron Thornburgh	Michael Wright	
~~Tracy Dorland~~	~~Dr. Kym LeBlanc-Esparza~~	Mary Parker
Jill Ibeck	Daniel Clements	~~Carol Eaton~~
~~Jeremy Felker~~	Sean McDermid	Brett Adams
Hilary Young	Floy Jaffares	Betsy Conti
Mindi Seaman	Rob Sukiennicki	

Agenda:

- TDPAC Logistics
  - Daniel Clements opened the meeting. Introductions took place. New members were welcomed.
  - Daniel has stepped in as the interim state of operations for Infosec. Chris Linto is stepping up on the tactical side. In the process of hiring a Director of Infosec and Identity.
  - Teams infrastructure will be used to automatically record and transcribe meetings. Documents will live in a central place. Working on getting all accounts within our ecosystem to provide each with access to the Teams channel. Accounts are being set up with Jeffco emails.
    - Committee agreed to use the Teams platform
  - AI and software vetting continues to be a part of the discussion. TO provided guidance on following standard questions for our vendors. We will be using the CA IQ from Cloud Security. Good success so far.
  - Feedback from previous meetings that occurred last year included:
    - Committee felt the facilitation of the content was being facilitated through a historical lens. Requesting open lines of communication to consume content in a proactive fashion.

        - Meeting cadence: In-person meeting 4 times a year. Publish content on a monthly basis and receive feedback from the Committee on what content would be discussed at the next meeting.
        - Consensus to try to use this cadence and will use collaboration tools in between meetings

- Healthy Kids Colorado Survey Update

    - Thank you to the people that provided feedback through questions. Jeremy Felker, head of student data privacy and Daniel Clements took those questions and reached out to their research group to gather additional details.

- Architecture Review Board

    - History of Architecture Review Board at Jeffco was provided.
        - ARB has started to consume the TOGAF framework or the open group architecture framework. Reading and learning through the summer.
        - In the early stages of setting up the ARB but well on our way. Current state: architectural context cycle.
        - Architecture Review Board serves as a governance body, ensuring IT initiatives align with Jeffco's IT, goals, strategies and objectives and that the purpose is to improve the quality of IT products as they are consumed by our students, families, community staff overall. Overall, ARB is responsible for defining technical standards for the district as a whole.
        - Solicited feedback as to what collaboration tool is being used in committee members respective industries and practices that could help us mature.
        - How the ARB members were identified was discussed.
        - Feedback was provided from members from their experiences at their own companies.

- Data & Governance

    - Data Accomplishments & Challenges: 22/23 SY
        - Creating the Data Dashboard began in earnest toward the end of October last year.
        - Initiative to move to a clous native environment and provide school leaders and central office leaders with data dashboard products in more real time.
        - Put many into a role of program manager of data governance and process.
    - Data Scope: Terms & Definitions
        - Built the cloud data warehouse
        - Using snowflake for our warehouse and DBT for transformations and our enterprise tool for visualizations as power BI.
        - Delivered these products to our school leaders and our central leaders.

    - Data Initiatives: 23/24 SY -> Governance Focus
        - Continuing to build out a product road map and aligning that with the Thrives 2025 plan
        - HR data is really important because we're looking at recruiting and retnetion practices and diversity and equity inclusion.
        - Next should be our ERP

        - Challenge around cultural shift and change roles in the district and resistance to doing things a bit differently.
        - Warehousing data in a way that is sharing it in appropriate, controlled ways.
        - Trying to build some of those security objects for infrastructure and security within the warehouse.
        - Use data lineage through the tool debt which is self- documenting.
        - Have powerful structure that we have outside of Snowflake. We have multiple locations on SQL servers that have a different way of defining the same named fields.
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    - Data Initiatives: 23/24 SY -> Governance Focus
        - Retention Policies