

# Idaho State Board of Education Data Management Council (DMC) Minutes

8.23.2016		2:00 pm MST		Conference call	
Meeting called by	Carson Howell, Chair				
Type of meeting	Regular meeting				
Note taker	Vince Miller				
Members and attendance status: P=present, A=absent	Chris Campbell <b>A</b> ,      Connie Black: <b>A</b> ,      Don Coberly <b>P</b> ,      Shari Ellertson <b>P</b> , Georgeanne Griffith: <b>A</b> ,      Tami Haft: <b>A</b> ,      Carson Howell: <b>P</b> ,      Todd King: <b>P</b> , Heather Luchte: <b>P</b> ,      Vince Miller: <b>P</b> ,      Matthew Rauch <b>P</b> ,      Georgia Smith: <b>P</b> .				
Other Attendees:	Doug Armstrong, Andy Mehl –Office of the State Board of Education (OSBE) Jessica Beaver-Nelson – Idaho Department of Labor (IDOL) Teresa Hammer – Idaho Division of Career-Technical Education				
<b>Prior meeting minutes approval (6/1 and 7/6)</b>					
Discussion	The council reviewed the minutes of June 1 <sup>st</sup> and July 6 <sup>th</sup> .				
Conclusions	It was noted that in the July 6th minutes that the data masking working group members are Shari Ellertson, Vince Miller, Todd King, and Chris Campbell. Matthew Rauch was incorrectly identified as a member of the working group.				
Action Items			Person Responsible	Deadline	
Motion by Georgia Smith to approve the June 1st minutes and the July 6th minutes as amended. Seconded by Heather Luchte. Motion passed unanimously.			Carson Howell will see that the approved minutes are posted to the DMC webpage.	September 9, 2016	
<b>Data Request - Idaho Department of Labor - See Attached. (072916-dmc proposal and Data_request_form...9.2)</b>					
Discussion	Georgia Smith led the discussion about this data request.				
Conclusions	No additional data collection will be required. The data will be reported only in aggregate. If desired, institutions can receive their data from the Idaho Department of Labor.				
Action Items			Person Responsible	Deadline	
Motion to approve by Shari Ellertson and seconded by Heather Luchte. Motion passed unanimously.			Andy Mehl	ASAP	

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Data Request - Sara Fowkes - RMC Research Corp - Portland - See attached data_request_form_.7.7.16)		
Discussion	This request was discussed at length. The council would like more information, for example the Institutional Review Board (IRB) document from the University of Idaho.	
Conclusions	Carson Howell will request the additional data from those making the data request.	
Action Items		Person Responsible
No motion was made.		Carson Howell
Deadline		
September 7, 2016		
Informational Item (thanks Georgia) - on an OIG audit of the Virginia SLDS (VLDS) - for discussion either today or at a later meeting.		
Discussion	Georgia Smith led the discussion about the audit of the State of Virginia's state longitudinal data system (SLDS) by the federal government.	
Conclusions	Idaho's SLDS can expect to be audited soon by the federal government.	
Action Items		Person Responsible
Informational item. Andy Mehl will send a copy of this audit to Idaho's Chief Information Officer (CIO).		Andy Mehl
		ASAP
late addition - informational item - another data request - aggregate data. Arizona State University.		
Discussion	Carson Howell led the discussion about the data request from Arizona State University.	
Conclusions	The council would like to receive the results of this study from ASU.	
Action Items		Person Responsible
Motion to approve by Shari Ellertson and seconded by Georgia Smith. Motion passed unanimously.		Andy Mehl
		ASAP