DATA GOVERNANCE BOARD MEETING MINUTES
December 12, 2023 10:00am-11:00pm

Attendance

Sunil Iyengar (Chief Data Officer)
Alexzandra Fogle
Bonita Smith
Brenna Berger
Daniel Beattie
Darrell Bogan
James Tunnessen
Jennifer Lindow Eskin
Valencia Rainey

Agenda Items

1) Update on Data/Records Retention Policy

2) Update on Open Data Plan and Open Data Goals

3) Discussion of "Executive Order on the Safe, Secure, and Trustworthy Development and Use of Artificial Intelligence" and resulting OMB draft policy on "Advancing Governance, Innovation, and Risk Management for Agency Use of Artificial Intelligence"

4) End of Year CDO Memo

Action Items

1) NEA's Office of Administrative Services will continue working to update Records Retention Directive, including pursuing methods for records disposal.

2) The Office of Information Technology Management (OITM) will onboard Enterprise Architect in early 2024. ORA will coordinate with that office to ensure that any data asset mapping activity that results from this hire is responsive to DGB-identified needs.

3) The CDO will finalize an end-of-year memo to the NEA Chair, reporting progress and identifying any outstanding data items or issues.

4) ORA will continue developing an Open Data Plan for the agency, based on approved Open Data Plan Goals.