

Cradle-to-Career Data System Legal Subcommittee Meeting Agenda

(Revised 3/14/20—Additions are in red italics and deletions are indicated by strikethroughs)

Meeting Information

Date: ~~March 17, 2020~~ ***This meeting has been postponed.***
Time: ~~9:30 a.m. to 2:30 p.m.~~
Location: ***Note: This meeting will NOT be held in person, and has been moved to an online format. Foundation for California Community Colleges, 1102 Q Street, Suite 4800 4th Floor, Foundation Conference Rooms 1 & 2, CA 95811***

URL/Watch Live: <https://cadatasystem.wested.org/> (Note: The link to watch/listen to the meeting live will be posted on this website and will be active 15 minutes prior to the meeting).

Contact Person

Name: Jimi Gilroy
Address: WestEd, 2470 Mariner Square Loop, 2nd Floor, Alameda, CA 94501
Phone Number: 510.302.4261
E-mail Address: jgilroy@wested.org

AGENDA

This meeting is intended to provide input on legal agreement templates for research requests by non-partner entities and legislation regarding data sharing by partner entities and to ensure that personally identifiable information is not released as part of Public Record Act requests. The suggestions from this group will be shared with the Cradle to Career Workgroup to inform their recommendations about security agreements for the data system.

1. Agenda review
2. Review use cases and user stories
3. Public comment
4. Legal agreements for research requests by non-partner entities
5. Legislative frameworks for partner entity data sharing and for keeping personally identifiable data secure in public record requests

6. Next steps

The order in which agenda items are considered is approximate and may be subject to change.

MEETING MATERIALS

This Meeting Notice and Agenda and any supplemental meeting materials may be accessed at the following website address:

<https://cadatasystem.wested.org/>

REASONABLE ACCOMMODATIONS

All meetings shall be accessible to Committee members with disabilities and members of the public with disabilities. To request accessible format materials, auxiliary aids/services, or sign language translation services to participate in the meeting, please contact Jimi Gilroy, 510-302-4261, jjilroy@wested.org.

Providing your accommodation request at least **7 (seven)** business days before the meeting will help ensure availability of the requested accommodation. Any requests received after this date will be given prompt consideration, but logistical constraints may not allow for their fulfillment.

ADDRESSING LEGAL SUBCOMMITTEE

Efforts will be made to accommodate each individual who has signed up to speak. However, given time constraints, there is no guarantee that all who have signed up will be able to address the State body.

Each speaker is invited to speak for up to one minute, depending on the number of speakers. Three or more individuals who are present at the meeting may pool their time for one speaker.

The total time for public comment is 15 minutes.

The public can speak/participate at the meetings before items that involve decisions.

Individuals who wish to address the Legal Subcommittee may either 1) Call Jimi Gilroy at WestEd at 510-302-4261 by 5:00 p.m. on the day prior to the meeting and provide the subject they wish to address; 2) E-mail Jimi Gilroy, jjilroy@wested.org with the agenda item identified in the subject line; or 3) *Join via Zoom and send a message in the Zoom chat if you have a public comment. Sign up on the speakers sign-in list at the meeting.*

WRITTEN COMMENTS

Written comments should be submitted 24 hours in advance to LeAnn Fong-Batkin, lfongba@wested.org. The letter or e-mail must clearly identify the

agenda item being addressed. Each communication should include a subject line identifying the specific agenda item being addressed; failure to do so could prevent delivery of your comments. Such materials will be distributed to members of the advisory group, prior to the beginning of the meeting.