

## Insight Integrated Data System Oversight Council- Amended

September 21, 2023

**Location:** Idaho Department of Correction, 1299 N. Orchard Street Ste. 110, Boise, ID 83706

3<sup>rd</sup> Floor Conference Room

**Time:** 2:00 p.m.–3:30 p.m.

### Members:

Ashley Dowell, Idaho Comm. of Pardons and Parole

Jared Larsen, Office of the Governor

~~Sara Omundson~~ Jared Hoskins, Idaho Supreme Court

Josh Whitworth, Id. State Controller's Office

~~Major Brad Doty, Idaho State Police~~

~~Bree Derriek~~ Josh Tewalt, Idaho Dept. of Correction

Monty Prow, Idaho Dept. of Juvenile Corrections

Miren Unsworth, Idaho Dept. of Health and Welfare

~~Jeff Nye~~ Tina Schindele, Office of the Attorney General

~~Alberto Gonzalez, Office of Information Technology Services~~

~~Chris Campbell, State Board of Education~~

Visitor- Kara Amy, State Controller's Office

Agenda		Due Date
2:00 pm	Call to Order at 2:05pm, Welcome and Roll Call- Ashley Dowell Chair Dowell noted a need to cure a potential physical posting issue with the agenda. Agenda/notice was posted to Townhall Idaho seven days in advance. Location was changed to IDOC on Monday 9/18 and a copy of the physical agenda was posted on the IDOC door the same day. The Chair is unsure whether the original agenda was physically posted at IAC. Chair Dowell is notifying the Council to cure the potential issue.	
	Approve December 2022 Minutes <ul style="list-style-type: none"><li>Action Item- Director Prow made a motion to approve the December 2022 minutes as written, Deputy Controller Josh Whitworth seconded the motion, all voted aye and the motion carries.</li></ul>	
	Chair Dowell asked to move the agenda item up to ensure Deputy Director Unsworth had a chance to hear and approve a request later in the agenda involving DHW.  Council Approval of Idaho Department of Correction Data Request <ul style="list-style-type: none"><li>Action Item- Jared Larsen motioned to approve the request brought by Director Tewalt for Insight to analyze data and create the gap analysis report that is due to the legislature on January 15, 2024 with ability for SCO to identify and analyze additional areas of interest and add elements to the original request, Deputy Director Unsworth seconds the motion, all vote aye and the motion carries.</li></ul>	
	SCO Insight Overview and Processes- Annette Tipton/John Lasonides  Annette Tipton handed out packets and explained the following:  Insight Idaho Framework – Structure for the information and the effort moving forward related to format, policies and procedures and how to index the information.	

Agenda		Due Date
	<p>Data Governance – The request package has a standard memorandum of understanding to include the business process and security policy related to the data in our system.</p> <p>Data Management – Includes data architecture and indexing. Data architecture has bronze, silver, and gold steps that relates to who handles information and the importance of the data.</p> <p>John Iasonides explained that this is a data driven initiative and everyone here is contributing to all these elements. They are committed to getting the data and putting it in the system in a safe manner.</p>	
	<p>Executive Session per I.C. 74-206 (1) (d)- To consider records that are exempt from disclosure as provided in <a href="#">chapter 1, title 74</a>, Idaho Code</p> <p>Roll call vote to go into Executive Session at 2:28 p.m., all vote aye. Out of Executive Session at 2:40 p.m. and back to public session.</p>	
	<p>Agency Engagement and Analysis Process- Ashley Dowell/Monty Prow</p> <p>Chair Dowell and Vice Chair Prow noted that agencies need to come to the IOC with specific questions they would like answered; with the IOC giving flexibility to SCO to identify additional areas of interest and analyze data further if the scope of the original question was too narrow or additional areas of interest came to light during the analysis. Agencies should also have discussion with their staff that this is a collaborative, time consuming process, but that it is critical to bring all stakeholders/subject matter experts together before, during and in the draft phase of the analysis.</p> <p>Deputy Controller Whitworth noted that it's a partnership between the people that are requesting the information and SCO to make sure expectations are met and the data asked for and used is the right data for the questions. John Iasonides notes that this is an investment into how efficiently the state and operations are working, and agencies are vital to the project.</p> <p>Jared Larsen stated this has been a priority from the Governor's office from the start and he reiterated that the Governor's office would like more data for the Behavioral Health Council.</p>	
	<p>Council Approval of Idaho Department of Juvenile Corrections Data Request</p> <ul style="list-style-type: none"> <li>Action Item Jared Larsen motioned to approve the request brought by Director Prow for Insight to analyze data on juveniles that eventually ended up in IDOC to determine what the off ramps are, specifically related to Vocational Rehabilitation, connection with employment, further programming, and other services with ability for SCO to identify and analyze additional areas of interest and add elements to the original request, Director Tewalt seconds the motion, all vote aye and the motion carries.</li> </ul>	

Agenda		Due Date
	<p>Update on Agency/Stakeholder Partnerships- Ashley Dowell/Annette Tipton</p> <p>Chair Dowell and Vice Chair Prow are working currently with the Sheriff's Association regarding county jail data. As noted previously, Vocational Rehabilitation data has already been received.</p> <p>Idaho Supreme Court – Jared Hoskins has joined the meeting today in Director Omundson's place. He stated that she has data on court dispositions and juvenile documents and that Behavioral Health data has come up related to recent requests that she has been handling. Chair Dowell notes the MOU is currently in process with ISC.</p>	
	<p>Additional Council Business- Proxy attendance</p> <p>Chair Dowell asked that members please send a proxy in their place if they are unable to attend. It is critical to having a quorum to conduct business. No other additional Council business noted.</p>	
	<p>Next Meeting, November 2023</p> <p>Chair Dowell notes that meetings will now be on a more regular cadence and will take place every other month. Next meeting will be in November.</p> <p>DAG Schindele made a motion to adjourn, Deputy Controller Whitworth seconds the motion, all vote aye and motion carries. Meeting adjourns at 3:10 p.m.</p>	