



**Maryland Longitudinal Data System Governing Board
Meeting Minutes for September 9, 2022**

The meeting of the Maryland Longitudinal Data System (MLDS) Governing Board was held on September 9, 2022, both in-person and via teleconference. Dr. Fielder, Chairman of the Governing Board, called the meeting to order at 9:00 a.m. and noted that a quorum was present.

The following Governing Board members were in attendance:

Dr. James Fielder, Secretary of Higher Education and Chairman
Mr. Sam Abed, Secretary, Department of Juvenile Services
Dr. Sylvia Lawson, Deputy Superintendent for School Effectiveness, Maryland State Department Of Education (Designee for Mr. Mohammed Choudhury, Superintendent)
Dr. Nancy Shapiro, Associate Vice-Chancellor for Education & Outreach, University System of Maryland (Designee for Dr. Jay Perman, Chancellor)
Dr. Angela Sherman, Vice President for Academic Affairs, Maryland Independent Colleges and Universities Association (Designee for Ms. Sara Fidler, President)
Dr. Brad Phillips, Executive Director, Maryland Association of Community College
Dr. Phyllis Keys, Acting Interim Associate Vice President for Academic Affairs and Professor of Finance, Morgan State University (Designee for President Wilson)
Mr. Jason Dykstra, Executive Director, Instructional Data Division, Anne Arundel County Public Schools
Mr. Maurice Good, Program Director, Maryland New Directions
Mr. Chris Biggs, Information Assurance Manager, Raytheon Company
Mr. Steven Rizzi, Vice President, PAR Government

The following MLDS Center staff were in attendance:

Mr. Ross Goldstein, Executive Director, MLDS Center
Ms. Tejal Cherry, Director of System Management Branch, MLDS Center
Dr. Angela Henneberger, Director of Research, MLDS Center and Research Assistant Professor, University of Maryland, School of Social Work
Dr. Ann Kellogg, Director of Reporting Services, MLDS Center, and MHEC Liaison
Ms. Molly Abend, Data Management Coordinator, MLDS Center, and MSDE Liaison
Ms. Dawn Luedtke, Assistant Attorney General
Mr. Roy Enehiroana, Data Analyst, MLDS Center, and Department of Labor Liaison

Approval of the June 11, 2021, Meeting Minutes

Dr. Fielder called the meeting to order and noted that this is Dawn Luedtke's last meeting and thanked her for her service to the Board and the Center. Next, Dr. Fielder asked for a motion to approve the minutes from the June 11, 2022 meeting. Mr. Abed made a motion to approve the minutes, which was seconded by Dr. Shapiro. The motion was unanimously approved.

Center Output

Dr. Kellogg began the Center Output noting that the Center has made great progress in the first two months of the new fiscal year in loading data necessary to update the high school-to-college and dual enrollment dashboards (which includes over 70 dashboards). She anticipates the refresh will be completed by December 1st, prior to the legislative session. Once the refresh is done, additional data points, that were requested by stakeholders, will be added. The additions will allow users to look at college going by type of institution, including in-state versus out-of-state. Supplemental information will also be provided for community colleges to analyze whether students are enrolling in the community college for their service area; and if not where are they going? The interest among the community colleges is to make sure they are offering courses that best serve the students from their area. In response to a question from Dr. Phillips, Dr. Kellogg explained that these dashboards would only focus on students going to college in the fall immediately following high school graduation. Next, Dr. Kellogg stated that work has been done building data sets to support reports (Dual Enrollment and Career Preparation Expansion Act) and for standing data requests (Maryland Business Roundtable and the Department of Legislative Services). Work has also begun on a new required report on the number of students who experienced out-of-home placement who enroll in college. Staff worked on and completed the Blueprint required report on *Progress on Preparation and Diversity of new Teachers and Teacher Candidates*. Much of the reporting requirements was for information on the outcome of policies not yet implemented. Staff will continue working with stakeholders to operationalize the reporting questions and identify needed data. Finally, Dr. Kellogg noted that the Center is participating with the meetings of the *Commission to Study the Healthcare Workforce Crisis* and its various subcommittees.

In response to a question from Dr. Fielder about teacher certification data, Ms. Abend clarified that the MSDE teacher staff file includes information about whether a teacher taught in a previous state. In terms of data on teachers from alternative pathways, the data is not available, but the new teacher certification system will capture relevant information.

Dr. Henneberger started by noting that the Research Branch's first priority is to provide in-depth statistical analyses to inform policy and policymakers. Two changes are being implemented to improve how policy information is disseminated. First, the format for the research series has changed. They will now be held on Friday's at lunchtime and will be a "brown-bag" style (less formal and more opportunities for dialogue). The hope is these changes will increase participation. The topics for the fall semester will include:

1. Public High School Music Education in Maryland: Exploring Equity and Postsecondary Outcomes;
2. Student Mobility in High School and College Outcomes;
3. Early Warning Indicator Systems; and
4. Using MLDS Data for the Promise Neighborhoods Evaluation.

The second change that the Research Branch is implementing is to the format of final research products. The new format will be more targeted presentations to specific stakeholder groups. The goal is to provide information succinctly and directly to the policymakers who can most benefit from the information.

Next, Dr. Henneberger spoke about efforts to establish and strengthen partnerships (Priority 3), including

the continued work with Morgan State University (MSU). Last semester two MSU faculty members presented their work for a Research Series. This year they are becoming staff of the Center and are working to design research proposals that are compatible with their interest and of benefit to the state.

Finally, Dr. Henneberger discussed Priority 4, which is to support efforts to obtain external funding. A team of Research Branch members submitted a grant application to the Institute for Education Sciences. More detail about the grant will be provided during the External Research presentation. Dr. Henneberger also noted that Dr. Megean Garvin, University of Maryland, Baltimore County, received grant funding from the National Science Foundation for her grant to study access to and participation in computer science courses, with a special focus on Black women. Dr. Henneberger also recognized Dr. Shapiro's work on that grant application.

In response to a question from Mr. Rizzi regarding MicroSoft data, Dr. Henneberger noted that the Center has an MOU in place and will be receiving MicoSoft certification data.

Data Inventory

Ms. Abend began by presenting new data elements from MSDE for inclusion in the *Data Inventory*. A new National Board Certification data element is being added to the MSDE teacher staff file. The data element will indicate (yes/no) whether a teacher is certified by the National Board for Professional Teacher Standards.

Next, there are eight additional data elements from the High School Data Collection related to College and Career Readiness (CCR) determinations required by the *Blueprint*. Dr. Phillips questioned the CCR data elements noting that these are interim measures. Ms. Abend noted that the standards are based primarily on assessments, but additional measures are under consideration. In response to a question in the chat, Ms. Abend clarified that the requirements for collecting data to establish a CCR standard come from the *Blueprint*, and require a determination by 10th grade on whether students meet the standards. Dr. Phillips noted that community colleges are working with a different standard so the data may be skewed coming out of the gate. Ms. Abend responded that approving a data element does not always mean the Center will load or use the data. Mr. Dykstra agreed with the concerns raised and noted that CCR measures are definitely going to change and it does not make sense to add "non-final data" into the system. Similarly, the 9th grade tracker, which is a yes/no field, is defined by each jurisdiction. Dr. Shapiro agreed and added that there are also concerns about the impact of COVID on the integrity of this data. Dr. Shapiro also asked whether MHEC will be part of the conversation about the CCR standard so that it can include such factors as college persistence and graduation. Dr. Fielder agreed with the concerns about these data elements and stressed the importance of having good first year data. In response to a question from Dr. Fielder on the National Board Certification data element, Ms. Abend clarified that it was an additional credential (not required) that includes additional compensation.

Dr. Phillips noted that community colleges have an MOU with school systems to accept students as CCR based on GPA, not assessments - so this new CCR model is not what is being used. Ms. Abend clarified that the new CCR standard will be for 2021-2022 and that MSDE has a definition of the standards used for each LEA's 9th grade tracker. Mr. Goldstein asked whether these data elements have research value for MSDE. Dr. Lawson indicated that MSDE thinks this data has value. Ms. Abend pointed out that the

data can be used to determine if different measures provide a better indication of CCR. Mr. Goldstein also noted that the Board could decide not to move forward at this time and MSDE could come back in the future with a research proposal that includes this data as temporary, external data. Dr. Kellogg noted that data definitions change over time and that the Center is continually working to properly inform system users of changes and limitations in data.

Board Action: Mr. Abed made a motion to approve the 9th Grade-Credits Accumulated and 9th Grade-Semester Core Course Failures data elements. Mr. Dykstra seconded the motion, which passed unanimously.

Board Action: Mr. Abed made a motion to table the following data elements: 9th Grade Tracker; CCR Subject Assessment Status-Math; CCR Subject Eligibility Status-Math; CCR Subject Assessment Status-English; CCR Subject Eligibility Status-English, and Met CCR Indicator. Mr. Dykstra seconded the motion, which passed unanimously.

Board Action: Dr. Fielder made a motion to approve the National Board Certification data element, which was seconded by Dr. Phillips. The motion passed unanimously.

Next, Ms. Abend presented two new data elements that are being added to MSDE's September Enrollment Data Collection beginning SY 2022-2023. The data elements for inclusion in the Data Inventory are the Pre-K Tier Status and Federal Poverty Level. The Pre-K Tier Status indicates the tier that best indicates the student's poverty level eligibility for state financial aid. The Federal Poverty Level is a three digit percentage of the annual income earned by the household. These data elements will be used to establish the FY 24 State education aid, as required by the *Blueprint*.

Board Action: Mr. Abed made a motion to approve the two data elements, which was seconded by Mr. Dykstra. The motion was unanimously approved.

Next, Ms. Abend presented an addition to the Literacy, Adult Education, and Community Education System (LACES) data collection from the Department of Labor. The new element, "Agency," indicates which subgrantee provided services to a student. Ms. Abend also presented relevant demographic and health care occupation data elements to help support the reporting requirements of the [Commission to Study the Health Care Workforce Crisis in Maryland](#). The data elements were identified by working with the Maryland Board of Nursing. However, the data elements for inclusion have generic names so they can serve as a comprehensive list of elements for all Health Occupation Boards and Commissions.

Board Action: Mr. Abed made a motion to approve the LACES and the Health Occupation data elements, which was seconded by Dr. Lawson. The motion was unanimously approved.

Finally, Ms. Abend noted that the Department of Labor informed the Center that three data elements from the LACES are not used for any reporting and cannot be used for any measurable purpose. The data elements for removal are Goal, Status, and Type.

Board Action: Mr. Abed made a motion to approve the removal of the LACES data elements, which was seconded by Mr. Rizzi. The motion was unanimously approved.

Annual Report Recommendation

Mr. Goldstein began by explaining that the *Annual Report* is a requirement under Education Article, § 24-705. One of the required sections of the report is to provide the Governor and General Assembly with, “any other recommendation made by the Governing Board.” While the report is not due until December, the purpose of this agenda item is to allow the Board time to consider and discuss possible recommendations. Mr. Goldstein noted that the meeting materials include a compilation of past recommendations. Last year’s recommendation was to direct Center staff to undertake a revision of the research agenda. There are recommendations directed outward; such as a recommendation to the General Assembly regarding legislation. Dr. Fielder acknowledged the Center’s extraordinary amount of work and the growing reliance by policymakers on the MLDS. Mr. Goldstein stated that a legislative proposal will be discussed during old business and support for that change might be a possible recommendation. The issue will be brought back at the December meeting for further consideration.

Managing for Results

Mr. Goldstein started by explaining that *Managing for Results* (MFR) is a strategic planning, performance measurement, and budgeting process utilized by the Department of Budget and Management. It is used to ensure that state resources achieve measurable results, accountability, efficiency and continuous improvement. Data is collected by fiscal year and the data collection is due annually in the beginning of September. Mr. Goldstein stated that the MFR provides a good indication of the accomplishments and areas for improvement. Next Mr. Goldstein reviewed the performance measures, outcomes and how they compare to the previous year.

1. Number of security audits remained the same.
2. Percentage of corrective actions taken to address vulnerabilities. This performance measure is a change. The old measure was the, “Percentage of audit criteria requiring corrective action.” The Center never had data to report because the audits were not set up in a way that allowed the Center to calculate a percentage. This new measure focuses on a similar issue - but is more consistent. It uses a DoIT vulnerability scanning tool to identify the total number of vulnerabilities found and the number addressed each year. This is a big task - one month had as many as 65 vulnerabilities, of which staff resolved 64. This measure and its high percentage (98%) demonstrates the Center’s commitment to security.
3. Number of new dashboards and other analyses - increased by 18 (from 61 to 79). This reflects a focus on content that can be quickly and easily digested by policy makers.
4. Number of Page Views - increased from last year and may be explained by the increased content available.
5. Number of seminars - increased 20 -35. This includes the Center’s five-part series for the General Assembly.
6. Number of data requests - increased 24 -33.
7. Percent of data requests fulfilled within 30 days - slight decrease, but still 91%.
8. Number of new reports generated annually - decreased, but that is not surprising given the focus on dashboards and summaries.

9. Number of times MLDS data are cited - increased from 2 to 6.
10. Written responses to formal requests for information from state policymakers - increased from 22 - 37.
11. Number of reports that are published in scholarly journals - increased from 1 to 5. This is an impressive outcome and reflects the high quality of work from the Research Branch.
12. The next three items have changed because one grant was overlooked and one grant award was learned of after the memo was sent to the Board members.
 - a. The total dollar amount of grants applied for or supported by the Center - decreased from \$12.4 million to \$7.4 million.
 - b. Number of grants awarded - decreased from four to two.
 - c. The dollar value of the grants awarded - increased from \$2.6 million to \$3.1 million.
13. Number of external researchers provided access - decreased from 16 to 15.

Mr. Dykstra thanked the staff for the very impressive results and noted the tremendous growth in output that has been produced. Mr. Rizzi agreed and noted that the Center provides considerable value given the small number of employees. Finally, Dr. Fielder commented on the fact that the continued growth has occurred during the COVID shutdown, which makes the productivity that much more impressive.

External Research - Applications and Updates

Dr. Henneberger stated that there are two external research applications to present: one has already been approved through the expedited process and the other requires Board approval.

The first proposal, entitled *Using Maryland's SLDS To Strengthen And Diversify The Teacher Workforce Through High School To Career Pathways*, was submitted by the MLDS Research Branch (Dr. Lincove at UMBC, Dr. Blazar at UMCP, and Dr. Henneberger at UMB) in partnership with MHEC and MSDE to the Institute of Education Sciences (IES) for their *Using Longitudinal Data to Support State Policymaking* grant competition. The project proposes using MLDS data to inform state and local strategies and decisions regarding expanding and diversifying the teacher pipeline. The grant is for \$1 million over three years.

Specifically, the project will focus on several existing pathways for Maryland high school graduates to enter teaching including dual enrollment, community college, and four-year pathways. This project will examine points of exit for high school graduates who pursue teacher education to help policymakers identify and remove barriers to completion. Additionally, the project will examine the current teacher workforce to find the most common pathways into teaching for teachers of color who are successful and persistent in long-term employment in public schools. The project was enthusiastically approved by the Research and Policy Advisory Board. Dr. Henneberger also noted the many letters of support for the grant including: MSDE; MHEC; a local school system; community college communities of interest; and the Accountability and Implementation Board under the *Blueprint*.

Attendance Note - Dr. Fielder left the meeting and Dr. Lawson took over chairing the meeting.

The second proposal is entitled *Grads 2 Careers Initiative Outcomes Evaluation* and is a program evaluation. The proposal was submitted by researchers at the Johns Hopkins Center for Adolescent

Health and researchers at Baltimore's Promise. The Grads2Careers (G2C) initiative provides free occupational training programs to recent Baltimore City high school graduates (ages 17-21) and seeks to help students establish a pathway from graduation to career-sustaining wages. The project proposes temporarily integrating G2C data into the MLDS dataset to better understand the impact of the initiative on program participants, and ultimately make state and nationwide recommendations to better support postsecondary pathways for young people. The team plans to use a quasi-experimental model to explore the effect of G2C participation on wages by using propensity score matching to compare G2C participants to comparable non-participants. The proposed data sources include: secondary education data from the MSDE, postsecondary data from the MHEC, workforce data from the Maryland Department of Labor, and administrative G2C programming data that will be temporarily added to the MLDS inventory. This evaluation will help the state understand whether this type of workforce training model has long term effects on participants and whether the model should be expanded in Baltimore and elsewhere. Grads2Careers is staffed by full-time employees at Baltimore City Public Schools, the Baltimore City Mayor's Office of Employment Development and Baltimore's Promise.

The project was favorably reviewed by the Research and Policy Advisory Board with some discussion on whether this program constitutes an evaluation of a state or federal education program. The project will require the addition of external data, which will be discussed after this determination is made.

Mr. Dykstra asked how Grads2Careers is funded. Mr. Goldstin responded that Baltimore's Promise is a non-profit funded through a variety of sources. The Grads2Careers program received two federal grants, including one from the Workforce Innovation and Opportunity Act (WIOA) program. Mr. Goldstein also noted that the program had participation from Baltimore City schools. This is an important question because the Center is required to study and evaluate state and federal education programs. In addition, the FERPA exception that allows the Center to receive education data from MSDE and MHEC requires that the data be used to study or evaluate state or federally supported education programs. Ms. Luedtke stated that neither state law nor FERPA express a percentage of state or federal funding required. In this instance the clear presence of both state and federal funding results in her opinion that the project qualifies as a state or federally supported program.

Dr. Shapiro asked three questions: (1) will this program and the evaluation help inform what constitutes, "career readiness?" (2) Some of the proposed external data elements appear duplicative of Center data; so why are they needed? (3) Are decisions on external projects made on a case-by-case basis and will the approval of this project lead to a lot of similar future requests? Mr. Goldstein responded that (1) this study is focused on students who have already graduated from high school, so it is not clear how informative this will be for the career readiness standard. (2) Data that overlaps with Center data will be removed and not considered for inclusion in the MLDS. Those elements were proposed by the evaluators to help with identity resolution. (3) External research decisions are made on a case-by-case basis using a detailed set of procedures. In response to a follow-up question from Dr. Shapiro, Mr. Goldstein noted that there is a process to seek reimbursement for costs incurred by the Center for its support for external projects.

Mr. Dykstra noted his continuing concern that the project is too far out on a branch and does not comport with the vision of the Center. This is an evaluation conducted by a private entity of a program run by a private entity. He doesn't see the overall connection to state policy. Mr. Goldstein responded that he

appreciates those comments and takes them very seriously and noted that representatives from the Department of Labor's workforce development program were in favor of the project and stated that it will be informative for their work.

Mr. Abed also sees value to the state to learn about this type of program. Lots of initiatives are tried, but never evaluated to determine the efficacy of the initiatives.

Dr. Shapiro also noted that she is compelled to support the project especially in light of the support from the Department of Labor. Dr. Shapiro went on to ask whether there are any risks that should be considered. Mr. Goldstein responded that he did not think there were any risks and that ultimately the evaluation, its findings, and any risk would fall to the external researchers. Finally, Mr. Goldstein noted that Baltimore City schools are also in support of this research project.

Board Action: Mr. Abed made a motion to approve the external research application, which was seconded by Mr. Rizzi. Dr. Lawson, Mr. Abed, Dr. Keys, Dr. Shapiro, Dr. Phillips, Dr. Sherman, Mr. Rizzi, and Mr. Biggs, voted in favor of the motion. Mr. Dykstra voted against the motion. Mr. Good abstained from the vote. The motion was approved.

Next Ms. Abend reviewed the proposed external data elements being proposed by Baltimore's Promise for temporary inclusion in the Data Inventory to support the research project. Ms. Abend pointed out that several of the data elements in the memorandum have been crossed out since they overlap with Center data and are not necessary. In response to a question from Mr. Dykstra about the inclusion of Social Security numbers, Ms. Abend responded that Social Security numbers are routinely collected, but only for identity resolution purposes and are never disclosed or accessible to researchers. In response to a question from Dr. Shapiro about the disposition of temporary data, Ms. Abend responded that the data are loaded, an analytic data file is created for research purposes, and when the research is complete, the data are removed from the system. Also in response to a question from Dr. Shapiro about reimbursement of costs, Mr. Goldstein responded that this is part of the external research process. However, he also noted that the Center has been very lenient in assessing reimbursement costs - instead focusing on encouraging use of the system. However, it is time to pivot and be more rigid about requiring reimbursement.

Board Action: Dr. Phillips made a motion to approve the external research data elements, which was seconded by Dr. Shapiro. The motion was unanimously approved, with Mr. Good abstaining from the vote.

Data Center Update

Tejal Cherry informed the Board that the Center's data center is moving to the Maryland State Enterprise Network at TierPoint. The hardware and software licenses have been procured, the equipment has been racked and configured and the MLDS IT team has developed detailed migration and testing plans. The actual move will occur on September 13, 2022, at which point the MLDS will be fully out of MSDE and located at TierPoint. In response to a question from Mr. Rizzi, Ms. Cherry explained that the Center will be using all new hardware at Tierpoint and that the Center owns the equipment. Essentially, it is a similar arrangement as the MSDE data center. In response to a question from Mr. Biggs, Ms. Cherry explained that the old equipment may be discarded, repurposed to serve as a backup site, or used to host virtual

machines. Regardless of their use, the media will be carefully managed to ensure no sensitive data are still on them.

Old Business

Census Project Update

Ms. Abend stated that the Center has completed a pilot of the Census Block and Tract utility for local school systems to convert student addresses into a Census Block and Tract number. As part of the roll out of this utility, the Center held two informational webinars in June and conducted a collection process review. So far, MLDS staff have met with 20 local school systems to provide technical assistance. The team is working to meet with the last four. The first collection will occur this fall, 2022-2023. A *Census Protocol* was created and is available on the MLDS Center website along with a downloadable version of the utility. The first collection is due to MSDE by the end of November and will be provided to the Center at the end of February.

2023 Legislative Considerations

Mr. Goldstein began by reviewing the discussion from the prior meeting about a new provision (Ed. Art. § 7-212) that establishes a requirement for local school systems to report to the MLDS the number of students who completed and submitted a FAFSA, the number that did not complete the FAFSA, and the number who completed the FAFSA by the deadline for eligibility for State financial aid. There are two issues with the current scheme. First, it is not an efficient and informative method to accomplish the goal of providing the General Assembly with information on this topic. In order for an LEA to obtain FAFSA completion information for their high school students, they must submit a roster of students to MHEC's College Aid Processing System (MDCAPS, which is populated with FAFSA application information provided by the federal government). One possible alternative approach would be for the MLDS Center to have direct access to the FAFSA application data in MDCAPS. This access would allow the Center to directly collect FAFSA completion information at the student level and incorporate the FAFSA completion data into the MLDS. This approach would allow for a more in-depth analysis and reporting while also alleviating the LEAs of an additional reporting requirement. The second issue is whether, as currently written, the reporting requirement is properly assigned to the MLDS Center. The data that the LEAs are required to provide to the MLDS Center are aggregate data, not unit record student data. This means that the Center cannot incorporate those data in the MLDS or analyze the data for cross-sector, longitudinal outcomes. The report required under § 7-212(c) is a single sector report. Finally, the law requires the MLDS Center to collect data directly from the LEAs. However, MSDE is the agency that LEAs report to and MSDE has the administrative expertise and oversight to effectively manage data collections.

Since the discussion at the June meeting, staff and counsel at MHEC and MLDS have explored the feasibility of the MLDS Center having direct access to the FAFSA application data in the federal Student Aid Gateway and MDCAPS and have determined that it is both feasible and legal. Accordingly, Mr. Goldstein proposed seeking a legislative change to assign the MLDS Center the duty to directly complete and submit a report on student FAFSA completion; require that the report be disaggregated by county and other student subgroups, and require MHEC to provide the Center with access to student FAFSA data contained in the Student Aid Gateway System and data collected by the Office of Student Financial Aid.

Board Action: Dr. Phillips made a motion to approve the external research data elements, which was seconded by Mr. Rizzi. Mr. Rizzi then asked whether this is longitudinal data, multi-agency data, and whether the Center would be the primary repository of the data. In response, Mr. Goldstein indicated that it is longitudinal since it impacts high school students and their college outcomes. It is multi-agency since the Center will need K-12 student data from MSDE and FAFSA data from MHEC to complete the report. Dr. Kellogg also pointed out that this data will support the work of the Financial Aid Commission and their review of the State's administration of financial aid. Mr. Goldstein explained that the Center will not be the primary repository of the data, but having the data will provide unique insights that are not available by any other agency. In response to a question by Dr. Phillips, Mr. Goldstein responded that the sunset provision in the legislation only applies to the mandatory report. The data will continue to be collected and the Center can continue to provide a dashboard on this subject. The motion was unanimously approved.

Progress on Reviewing the Research Agenda

Dr. Kellogg began by reviewing the 2021 Annual Report recommendation by the Governing Board that directed staff, in consultation with stakeholders, to undertake a comprehensive review of the current Research Agenda and provide any proposed changes for the Board's consideration. A comprehensive review and changes had not been done since the Research Agenda was established. During Winter 2022 staff reviewed and presented to stakeholders, other state research agendas and considerations and processes for the creation of the current Research Agenda. There were a number of great suggestions and topics identified, including a focus on process. This has led staff to revise other related policies and procedures, which will be presented to stakeholders in coming months. The review and proposed changes are on target to be completed in March 2023.

New Business

There was no new business.

Closed Session

Ms. Luedtke asked for a motion to close the meeting. The purpose of the closed meeting falls under General Provisions Article § 3-305(b)(1),(7) and (15), Annotated Code of Maryland, to discuss issues concerning protocols for researchers, consult with counsel and discuss system security.

Board Action: Dr. Phillips made a motion to close the meeting, which was seconded by Mr. Biggs. The motion was unanimously approved.

Attendance: The closed session was attended by all members present, Ms. Luedtke, Mr. Alan Dunklow Assistant Attorney General, Mr. Goldstein, Ms. Cherry, Ms. Abend, and Dr. Henneberger.

Summary: During the meeting, Mr. Goldstein informed the Board about the violation of a security protocol that occurred in August. Mr. Goldstein explained what the violation was, how it was discovered, notifications provided to stakeholders about the incident, actions taken to mitigate the issue, lessons learned, and steps the IT team will take to ensure this type of violation cannot occur again. No action or vote was taken.

Board Action: Dr. Phillips made a motion to adjourn the closed meeting, which was seconded by Mr. Rizzi. The motion was unanimously approved.

Closing

Dr. Shapiro made a motion to adjourn the meeting, which was seconded by Dr. Phillips. The motion was unanimously approved.

Respectfully submitted,
Ross Goldstein
Executive Director

Approved: December 9, 2022