



COMMONWEALTH of VIRGINIA

Office of the Governor

Lyn McDermid
Secretary of Administration

Data Stewards Group

Meeting Minutes

August 8th, 2023

East Reading Room – Patrick Henry Building

1111 East Broad Street

Richmond, Virginia 23219

1:00 p.m. – 3:18 p.m.

Board Member Attendees:

Angela Kepus, *Virginia State Police*

Matt Dalon, *Virginia Department of Conservation and Recreation*

Anup Srikumar, *Virginia Department of Health*

Baron Blakely, *Virginia Department of Criminal Justice Services*

Rose Lawhorne, *Virginia Department of Motor Vehicles*

Robin Sheldon, *Virginia Department of Motor Vehicles*

Ron Parrish, *Virginia Department of Education*

Welcome and Opening Remarks

Roll Call

Data Stewards Group Overview

ODGA Resources and Services

Data Quality

Break

Freedom of Information Act (FOIA) Training

Member/Public Comment



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Closing Remarks Adjourn

Motions:

Motion 1: Edit verbiage of Goals/Key Performance Indicators (KPI's).

Presenter: Chris Burroughs, Director of Data Protection and Governance

Discussion: Attendees agreed to the Goals and KPI's with the suggestion to add the verbiage "and context" within the lineage content.

Motion Accepted: Motion moved by Chris Burroughs and seconded by Rose Lawhorne. Motion carried by unanimous vote.

Motion 2: Nominate Chairperson for the Data Stewards Group.

Presenter: Chris Burroughs, Director of Data Protection and Governance

Discussion: Attendees determined the designated chairperson for the Data Stewards Group will be Chris Burroughs.

Motion Accepted: Motion moved by Chris Burroughs and seconded by Angela Kepus. Motion carried by unanimous vote.

Motion 3: Determine Freedom of Information Act (FOIA) officer and secretary for Data Stewards Group.

Presenter: Chris Burroughs, Director of Data Protection and Governance

Discussion: Attendees discussed representation of FOIA officer and secretary. The current representation of roles was accepted. FOIA officer to remain Jessi Bailey. Secretary to remain Valerie Gresham.

Motion Accepted: Motion moved by Anup Srikumar and seconded by Baron Blakely. Motion carried by unanimous vote.

Motion 4: Approve charter.

Presenter: Chris Burroughs, Director of Data Protection and Governance

Discussion: Approval of charter was discussed.

Motion Accepted: Motion moved by Robin Sheldon and seconded by Baron Blakely. Motion carried by unanimous vote.



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Motion 5: Determine tele-meeting participation.

Presenter: Chris Burroughs, Director of Data Protection and Governance

Discussion: Attendees discussed adapting policy and quorum requirements. All in agreeance to allow remote participation option for meetings.

Motion Accepted: Motion moved by Baron Blakely and seconded by Angela Kepus. Motion carried by unanimous vote.

Agenda

Agenda Item 1: Welcome and Opening Remarks, 1:00 PM – 1:04 PM

Presenter: Marcus Thornton, Deputy Chief Data Officer

Discussion: Mr. Thornton welcomed the committee and provided a brief overview. The Office of Data Governance and Analytics was established in 2021 and the agency has grown much since the Chief Data Officer, Ken Pfeil, has joined. This is the first meeting for this group after three years in the making. All input and discussions today will be great appreciated.

Decision: N/A

Agenda Item 2: Roll Call, 1:04 PM – 1:05 PM

Presenter: Chris Burroughs, Director of Data Protection and Governance

Discussion: Chris Burroughs called roll.

Decision: The attendee list is presented at the top. Quorum has been met.

Agenda Item 3: Data Stewards Group Overview, 1:05 PM – 1:18 PM

Presenter: Chris Burroughs, Director of Data Protection and Governance

Discussion: Chris Burroughs began the discussion by reviewing the agenda. A discussion developed about the formation of the Data Steward's Group, roles, responsibilities, goals, and key performance



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indicators (KPI's). All attendees previously received a Charter to review for understanding of the group. A detailed discussion continued resulting in a vote for multiple motions.

Decision: Five motions were approved. Please refer to motions one through five.

Agenda Item 4: ODGA Resources and Services, 1:18 PM – 2:02 PM

Presenter: Chris Burroughs, Director of Data Protection and Governance

Presenter: Chris Wooten, Director of Information Technology

Discussion: Chris Burroughs led the discussion with details about the Commonwealth Data Trust. Agencies, organizations, and localities can join, and contribution of data is not mandatory. Currently, there are a total of 46 members: with 23 of them being executive branch agencies. In addition, the Office of Data Governance and Analytics hosts the Virginia's Open Data Portal. This portal serves to extend access to Commonwealth data empowering our constituents to interpret, analyze, and transform data into actionable intelligence. Chris Burroughs reviewed the most popular datasets in 2023 which included Covid-related data and explained it is the mission of ODGA to increase data sharing.

Chris Wooten continued the discussion around data processing. The Office of Data Governance and Analytics migrated to Azure cloud infrastructure. ODGA can pull data from an agency through multiple methods. An overview was provided of the technical roles the team consists of and how the data is stored and loaded into a data warehouse. After the data is ingested, ODGA can create Power BI reports that can be shared privately or publicly to provide visualizations of the data.

Key Points covered:

- Commonwealth Data Trust
- Open Data Portal
- IDEA Platform
- Reporting Dashboards
- Structured and Unstructured Data Scanning
- Training

Decision: N/A

BREAK: 2:02 PM – 2:07 PM



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Agenda Item 5: Data Quality, 2:07 PM – 2:42 PM

Presenter: Chris Burroughs, Director of Data Protection and Governance

Presenter: Jessi Bailey, Acting Director of Communications

Presenter: Jeff Scheich, Director of Web and Application Services

Discussion: Chris Burroughs provided a live demo to showcase the Purview tool. Microsoft Purview is a unified data governance solution to help manage and govern data. The demo highlighted the data catalog by searching terms and finding associated metadata. Currently the Office of Data Governance and Analytics has over 3,400 assets in Purview. Chris Burroughs also informed the group of several different data governance training options that are available through the Office of Data Governance and Analytics, such as DataVersity, KnowBe4, Data Owner Training, and QuantHub.

Jessi Bailey continued the discussion with informing the group about the upcoming Commonwealth of Virginia Innovative Technology Symposium (COVITS) on September 13, 2023. COVITS brings together technology focused public-sector professionals with leading industry partners to connect on innovative approaches, get inspired, and discover new technologies. In addition, Jessi Bailey reviewed the Data Maturity Assessment which resulted in 26% of agencies rating themselves low for data maturity. This indicated that many agencies need help managing their data. The Office of Data Governance and Analytics can potentially provide expertise and bandwidth where needed to assist these agencies in improving their maturity.

Jeff Scheich provided a PowerPoint presentation to elaborate on Virginia Information Technology Agency (VITA) and the work they provide supporting and improving data quality such as address verification.

Key Points covered:

- VITA Application Integration Services (AIS) Overview
- Oracle Workloads
- Mailing Address Verification
- Data Stewards Use Cases and Requirements

Decision: N/A

Agenda Item 6: Freedom of Information Act (FOIA) Training, 2:42 PM – 3:15 PM

Presenter: Justin Bell, Assistant Attorney General

Discussion: Justin Bell highlighted the purpose of the Freedom of Information Act (FOIA) and discussed best practices. There are two major pillars which includes public records and meetings. An explanation for both pillars was provided in detail. Every public office should have a FOIA officer and information



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about them should be listed on their website. Jeff Bell gave an overview of how anyone should respond to FOIA requests. If FOIA is violated, the petitioner shall be entitled to recover reasonable costs.

Decision: N/A

Agenda Item 7: Member/Public Comment, 3:15 PM – 3:16 PM

Presenter: Chris Burroughs, Director of Data Protection and Governance

Discussion: Chris Burroughs opened the floor to public comment; no public comments made. Attendee comments listed below were throughout the meeting.

Comments:

- Comment from Angela Kepus – Requested to provide clarity on the different groups.
 - Chris Burroughs – There are four Boards and Councils:
 - 1) Virginia Data Advisory Commission (VDAC).
 - 2) Executive Data Board (EDB). This Board make nominations for the Data Governance Council.
 - 3) Data Governance Council (DGC).
 - 4) Data Stewards Group (DSG).

Chris Burroughs advised more information, including roles and responsibilities, can be provided for each group after this meeting.

- Comment from Anup Srikumar – Inquiry of existing agreements being grandfathered in.
 - Marcus Thornton – There's a standard Commonwealth Data Trust agreement that has been vetted by the Office of Attorney General which explains our roles and responsibilities. In the agreement, there's an appendix section for agencies to add any existing agreements they have. They will append any additional agreements that are relevant to them joining in the Appendix F.
- Comment from Anup Srikumar – Requested general clarity on what is needed from attendees.
 - Marcus Thornton – Particularly related to Virginia Department of Health (VDH), they are the biggest contributor. Continue current contribution as it's very valuable. Many people want health related data. The crosswalk table is based on social determinants of health.
- Comment from Anup Srikumar – Inquiry about data sharing agreements and process with multiple agencies.
 - Marcus Thornton – The Office of Data Governance and Analytics (ODGA) will still have to formally request the access from the data owners. Some cases may involve joint Memorandum of Understanding (MOU's) with multiple agencies.



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- Ken Pfeil – It's agency to agency. The amendments are specific to the data that is being shared or the project. It eliminates different multiple agreements.
- Comment from Ron Parrish – Inquiry about tools used to help keep data protected in process.
 - Marcus Thornton – We get datasets from all over the place and can contain personal identifiable information (PII). We manage it through our curation process by deidentifying individuals. This is maintained through a crosswalk table known as the universal entity index (UEI). A unique identifier is created to represent the individual in the system moving forward.
- Comment from Anup Srikumar – Inquiry related to costs associated with Purview.
 - Chris Burroughs – It is paid based on usage. Eventually it may come to a point where the ODGA might have to buy another tool. But for now, this is working for the agency.

Decision: N/A

Agenda Item 8: Closing Remarks, 3:16 PM – 3:18 PM

Presenter: Chris Burroughs, Director of Data Protection and Governance

Discussion: Chris Burroughs reminded the group to complete the Data Maturity Assessment and identify any datasets they wanted to be included on the Open Data Portal. A suggestion was given for the members to inform their agencies of the training options available. Any data quality issues can be communicated to the Office of Data Governance and Analytics for assistance.

Decision: N/A

Agenda Item 9: Adjourn, 3:18 PM

Presenter: Chris Burroughs, Director of Data Protection and Governance

Discussion: The Data Stewards Group adjourned at 3:18 PM.

Decision: N/A



Data Stewards Group
August 2023

- ▶ Introductions and Opening Remarks
- ▶ Data Stewards Group Overview
 - ▶ Roles and Responsibilities
 - ▶ Goals/KPI's
 - ▶ Group Formation
 - ▶ Charter Approval
- ▶ ODGA Resources and Services
 - ▶ Commonwealth Data Trust
 - ▶ Open Data Portal
 - ▶ IDEA
 - ▶ Reporting Dashboards
 - ▶ Structured and Unstructured data scanning
 - ▶ Training
- ▶ Data Quality
 - ▶ Maturity Assessment
 - ▶ Address Verification
- ▶ FOIA Training
- ▶ Public Comment



Opening Remarks

▶ *Marcus Thornton (Deputy Chief Data Officer)*

The background features a complex, abstract graphic composed of numerous thin, wavy lines in shades of blue and yellow. These lines are interspersed with solid circles of varying sizes in the same color palette, creating a sense of dynamic movement and interconnectedness. The overall effect is reminiscent of a network or data flow visualization.

Data Stewards Group Formation

Roles and Responsibilities

- Provide the Board and Council with technical subject matter expertise in support of data policies, standards, and best practices.
 - Implement data sharing and analytics projects promoting data accessibility, sharing, and reuse, thereby reducing redundancy across the Commonwealth.
 - Coordinate and resolve technical stewardship issues for standardized data.
 - Ensure data quality processes and standards are implemented consistently by agencies in the Commonwealth.
 - Provide communication and education to data users on the appropriate use, sharing, and protection of the Commonwealth's data assets.
 - Promote the collection and sharing of metadata by registering data assets in the Virginia Data Catalog
 - Liaise with agency project managers and information technology investment staff to ensure adherence to Commonwealth data standards and data sharing requirements.
 - Support informed, data-driven decision making through compliance with Commonwealth data policies, standards, and best practices.
- *Related legislation: <https://lis.virginia.gov/cgi-bin/legp604.exe?212+ful+CHAP0314>*

GOAL	KPI
<i>Develop Data Governance Standards to present to Data Governance Council</i>	<ul style="list-style-type: none"> • # policies or standards developed
<i>Increase percentage of Agencies with complete Asset Inventory</i>	<ul style="list-style-type: none"> • Percentage from baseline
<i>Promote Data Governance and Data Literacy training.</i>	<ul style="list-style-type: none"> • # of employees participating in Data Governance or Data Literacy Training • # of employees receiving their DM-BOK or CDMP certification.
<i>Data stewards will classify the data elements and tag them appropriately for proper contextual usage.</i>	<ul style="list-style-type: none"> • % of datasets with classifications per Agency
<i>Data stewards identify the lineage and context of the data.</i>	<ul style="list-style-type: none"> • Datasets with lineage defined.
<i>Data stewards will create data quality standards for their data sets</i>	<ul style="list-style-type: none"> • # Agencies with active data quality programs.

odga Group Formation



- ▶ 12 members plus 1 ODGA member
- ▶ Chris Burroughs will chair the first meeting
- ▶ Select FOIA officer (Jessi Bailey) and Secretary (Valerie Grisham)
- ▶ Approve Group Charter
- ▶ Motion to approve remote attendance and virtual meetings

What is it?

- "Commonwealth Data Trust" means a secure, multi-stakeholder data exchange and analytics platform with common rules for data security, privacy, and confidentiality. The Commonwealth Data Trust shall include data from state, regional, and local governments, from public institutions of higher education, and from any other sources deemed necessary and appropriate.

Do I have to contribute data?

- No. You can be a “user” and not a “member”

Why should I join?

- Secure sharing across agencies and localities can better serve the citizens of the Commonwealth
- Reduces costs and complexity



Executive Agency Data Trust Status

Administration	Agriculture	Commerce	Education		Finance	Health & HR	Labor	Natural Resources	Public Safety	Transportation	Veterans	Other Members
CB DGS DHRM ELECT VITA	DOF VDACS VRC	DHCD DSBSD ENERGY TRRC VEDP VIPC VTA	CNU DOE EVMS FCMV GH GMU IALR JMU JYF LVA LWU NCI NSU ODU RBC RHEA RU	SCHEV SMV SVHEC SWHEC UMW UVA VCA VCCS VCU VIMS VMFA VMI VMNH VSDB VSU VT WM	BOA DOA DPB TAX TRS VRA	ATLFA CCCA CH CSH CVTC DARS DBHDS DBVI DHP DMAS DSS ESH HDMC NVMHI OCS PGH SEVTC SVMHI SWVMHI VBPD VCBR VDDHH VDH VFHY VRCBVI WSH WWRC	DOLI DPOR VEC	DCR DEQ DHR DWR MRC	CASC DCJS DFP DFS DJJ DOC VDEM VPB VSP	DMV DOAV DRPT MVDB OIPI VAP3 VCSFA VDOT VPA VPRA	DMA DVS VSF	Other Members Virginia 529 DCLS HSD JCHC OMNI Institute VARR VHHA CTO Chesapeake PD Chesterfield PD Danville PD Emporia PD Hampton PD Hopewell PD Lynchburg PD Martinsville PD Newport News PD Norfolk PD Petersburg PD Portsmouth PD Richmond PD Roanoke PD Virginia Beach PD

ODP Fast Facts

Virginia Open Data Portal

Data Catalog Resources Settings and more

Search for Data

278 Data sets

134 External data sets

196 Charts

194 Files/Docs

75 Filtered Views

9 maps

5 measures

46 stories

Virginia Open Data Portal

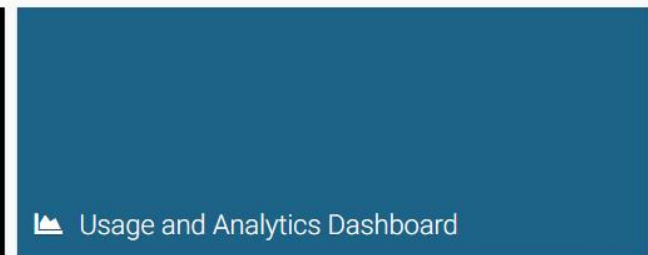
Welcome to the Virginia Open Data Portal

Access to Commonwealth data empowering our constituents to interpret, analyze, and transform our data into actionable intelligence. Secure and appropriate data sharing is fundamental to the success of our society because information supports engagement. Commonwealth data is a strategic asset that when leveraged, can drive innovation, increase quality of life, and promote economic growth.

Within the portal, you can view stories and dashboards, create visualizations, filter data, and access it via APIs (application programming interfaces) to build solutions in web and mobile applications. The Commonwealth of Virginia is committed to continue growing the number of open datasets available through the portal facilitating public participation and engagement.

We hope you enjoy using the portal and invite you to share your thoughts with us by clicking on the 'Contact Us' link at the bottom of the page.

Featured Projects



Categories

2023 Open Data Portal Trends

Dataset Views

- Covid-19 Cases
- Covid-19 by Zip Code
- Food Deserts
- Covid-19 Vaccine by Health District
- Food Bank Data
- Virginia Untold - Judgements
- Virginia Untold - Public Claims
- Covid-19 by Age Group
- Virginia Untold -Freedom Suits
- ACS Survey – Race by Gender by Age

Search Terms

- Heat Related Illnesses (HRI)
- Library
- Covid-19 Cases
- Education
- Employment
- Covid-19 By Zip Code
- Covid-19 Percent Positivity
- Virginia Untold
- Firearm Injury – ER
- Crime

Top 2 Most Popular

Chart

Multi-Inflammatory Conditions in Children

Fairfax Covid-19 Total Cases

File

Virginia Alternate Connect American Model Funding

Shenandoah County Certified Underserved – Utility Leverage Program

Map

Henrico County Calls for Service

Access Impacts Bypass

Measure

October 2019 School Breakfast Measure

Dumfries Avg Customer Service Transaction Time

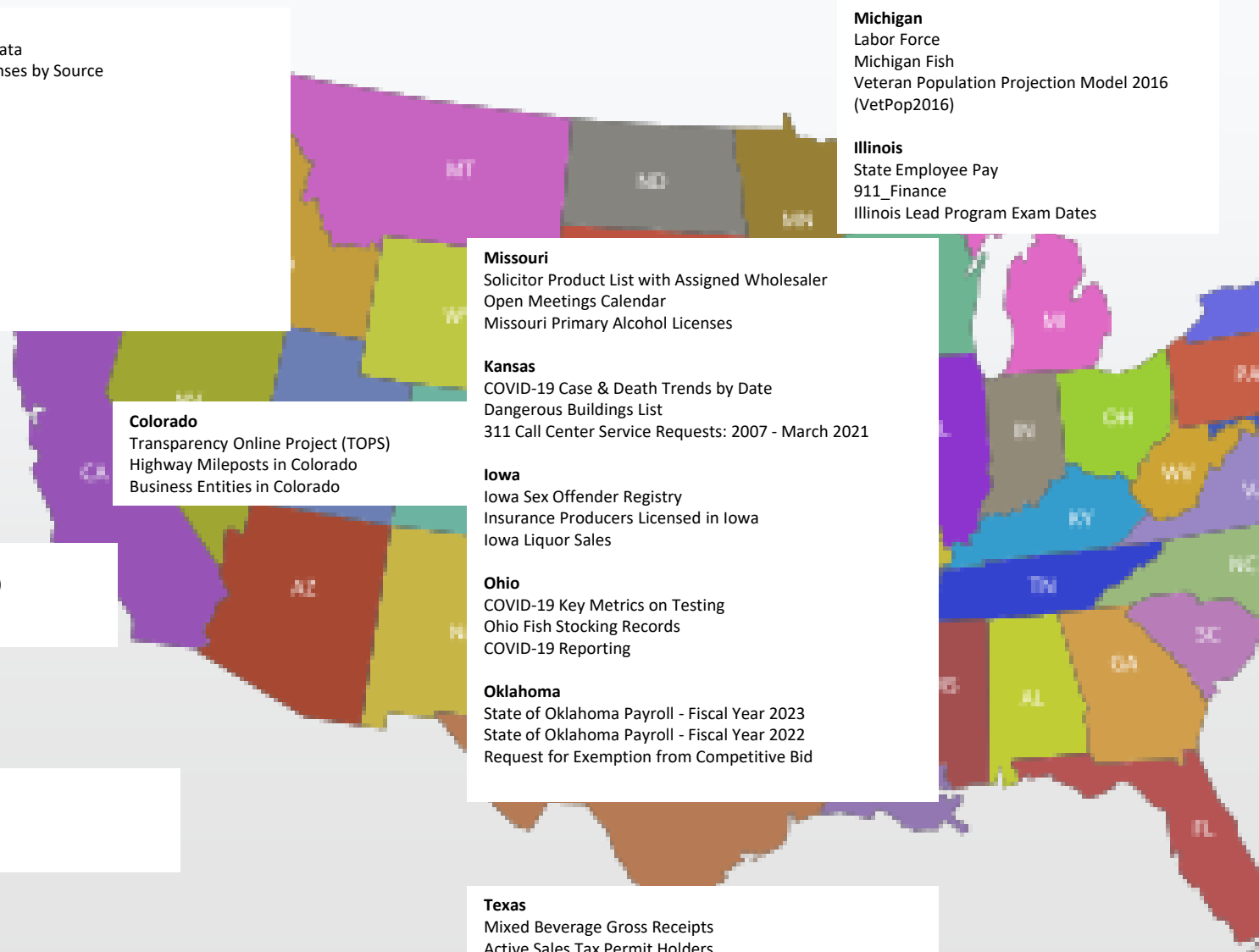
Story

Covid-19 Response

Virginia Community Policing Data Collection



Popular Datasets



Washington
Health Care Provider Credential Data
Lobbyist Compensation and Expenses by Source
Vehicle Battery Registration

Oregon
Milepost Map
Active Trademark Registrations
CalendarView

Utah
Utah Hospital Characteristics
Salt Lake City - Building Permits
State Recidivism Rates All States

Colorado
Transparency Online Project (TOPS)
Highway Mileposts in Colorado
Business Entities in Colorado

California
DIR Electrician Certification Unit (ECU)
CA Geographic Boundaries
COVID-19 Hospital Data

Hawaii
Oahu Zipcodes
Chemical Pesticide Product List
Adult Residential Care Home LISTING

Missouri
Solicitor Product List with Assigned Wholesaler
Open Meetings Calendar
Missouri Primary Alcohol Licenses

Kansas
COVID-19 Case & Death Trends by Date
Dangerous Buildings List
311 Call Center Service Requests: 2007 - March 2021

Iowa
Iowa Sex Offender Registry
Insurance Producers Licensed in Iowa
Iowa Liquor Sales

Ohio
COVID-19 Key Metrics on Testing
Ohio Fish Stocking Records
COVID-19 Reporting

Oklahoma
State of Oklahoma Payroll - Fiscal Year 2023
State of Oklahoma Payroll - Fiscal Year 2022
Request for Exemption from Competitive Bid

Texas
Mixed Beverage Gross Receipts
Active Sales Tax Permit Holders
TDLR - All Licenses

Michigan
Labor Force
Michigan Fish
Veteran Population Projection Model 2016 (VetPop2016)

Illinois
State Employee Pay
911_Finance
Illinois Lead Program Exam Dates

Vermont
State of Vermont Employee Salaries
Public Record Requests Pre-2020
DFS Licensing MasterList

Connecticut
COVID-19 Report
COVID-19 data resources
COVID-19 Tests, Cases, and Deaths (By Town) – ARCHIVE

New York
Lottery Cash 4 Life Winning Numbers: Beginning 2014
Civil Service List (Active)
DOB Job Application Filings

New Jersey
Vehicle Inspection Facility Locations Map
New Jersey Cannabis Dispensary Locations
YourMoney Active Pension Members

Pennsylvania
2020 General Election Mail Ballot Requests Department of State
2020 General Election Voting Story
COVID-19 Retail Pharmacy Partners Vaccine Allocation Current Health

Delaware
Delaware Business Licenses
Permitted Septic Systems
Well Permits

Maryland
Maryland Port Administration General Cargo
Reported Sewer Overflows
Violent Crime & Property Crime by County: 1975 to Present

North Carolina
NC Complete Count Committee
Employment and Income (LINC)
NCCCC NC County Data

Private Data Sharing

Virginia IDEA Platform

Search

Virginia Integrated Data for Enterprise Analytics (IDEA) Platform

FAACT Project
Opioid Response
Virginia Forensic Addiction
Analysis and Community Transformation

COVID-19 Response Data Sharing

VAST Project
Human Trafficking
Virginia Analytics
System for Trafficking

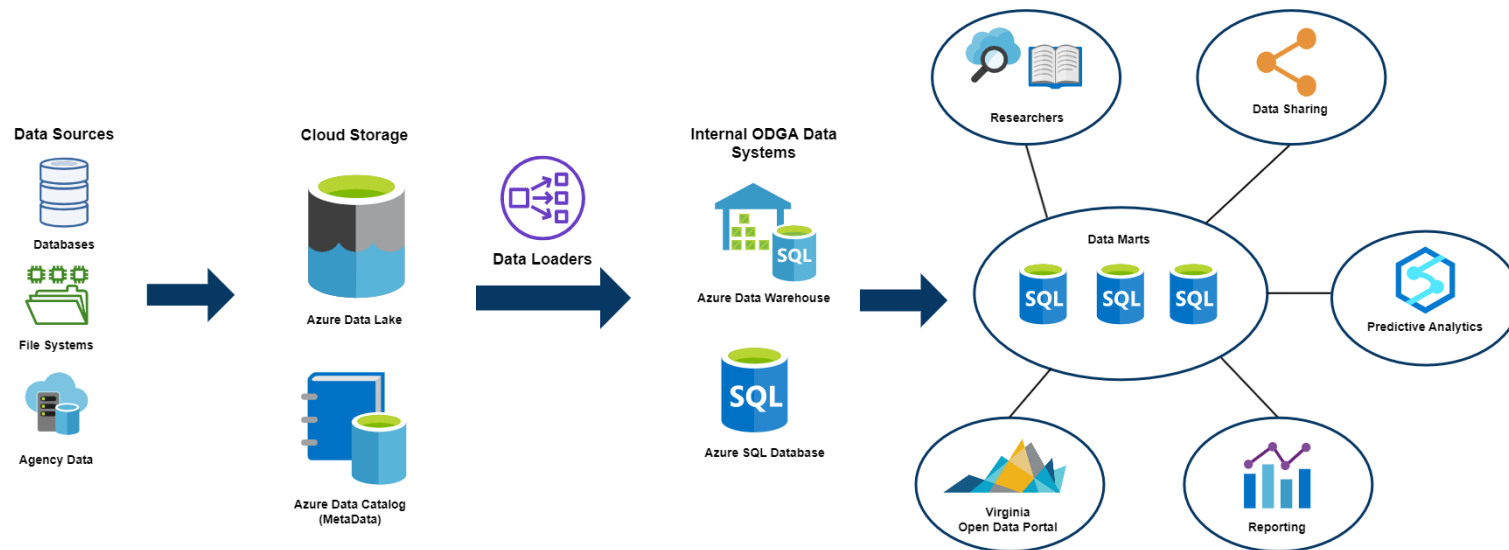
Virginia Open Data Library of Virginia

← 329 Datasets
22 Stories
12 Charts
12 Files
7 Maps

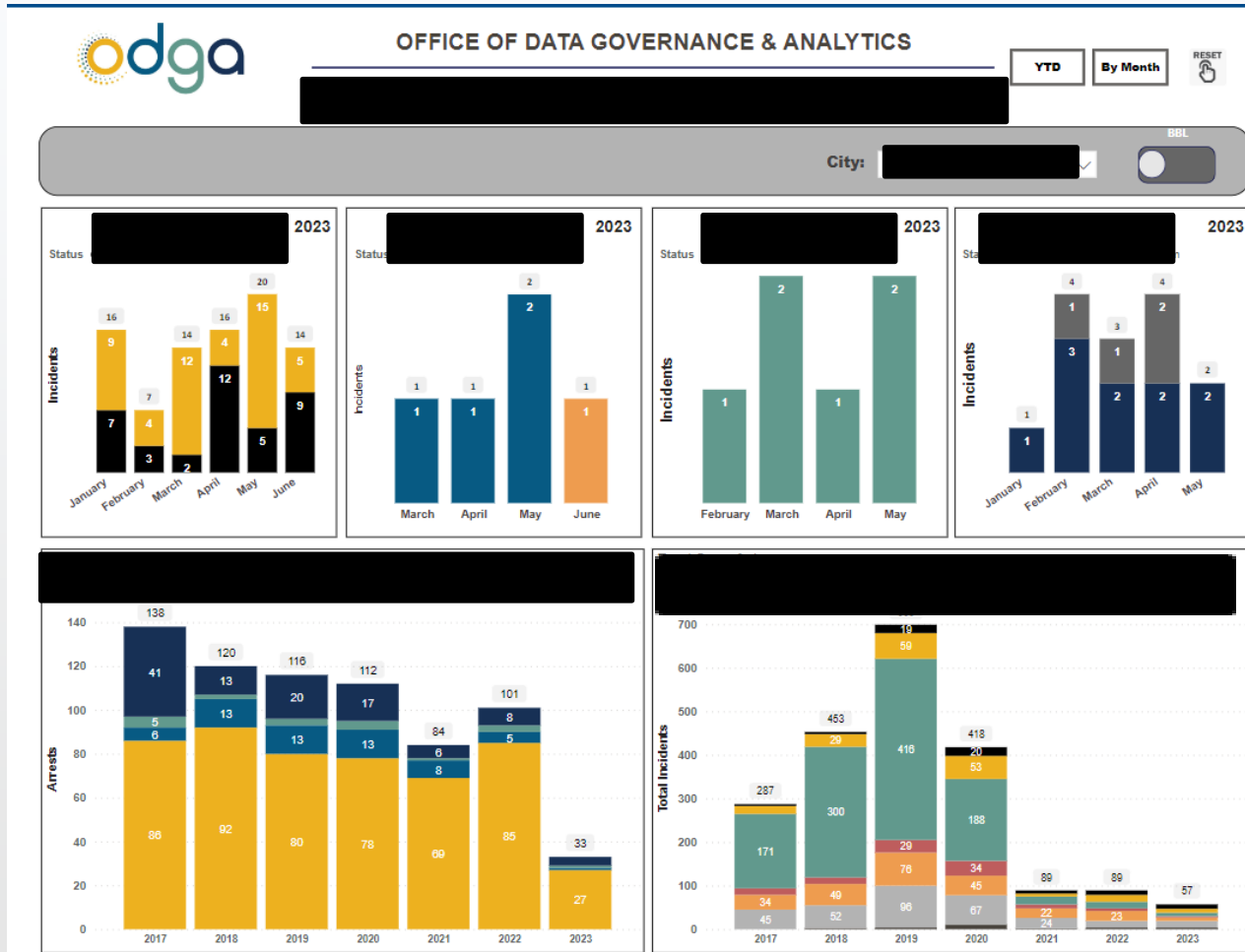
Datasets by Category

 Public Safety Data relating to law enforcement and public safety concerns	 Treatment Data relating to treatment programs and services	 Health Data relating to health indicators	 Transportation Data relating to transportation and transportation infrastructure.
 Social Services Data relating to family and childhood services	 Education Data relating to school records and education services	 Forensics Data relating to investigations and forensic analysis	 Reference Contextual data relating Employment, Poverty, Population, and more

Data Processing



- ▶ Ingest data from many data sources such as databases, file systems, API's, etc.
- ▶ Data is stored in an Azure Data Lake.
- ▶ ETL pipelines are created to load into the internal ODGA data warehouse.
- ▶ Once data is aggregated the final data set is loaded into a Data Mart.
- ▶ Data Marts serve many purposes such as powering Power BI reports, allowing agency users query access, using in Predictive analytics models.



- ▶ Microsoft Power BI
- ▶ Ingest data from multiple sources and view in an easy to follow visual.
- ▶ Enable your Agency to make data driven decisions.
- ▶ Share your dashboards internally or make publicly available.
- ▶ Automatic data refreshing so your dashboards are always up to date.

Structured Scanning

The screenshot displays the Microsoft Purview 'Browse assets' interface. The left sidebar shows navigation options: Home, Browse, Business assets (preview), and Glossary. The main content area is titled 'Browse assets' and includes a search bar, a 'Refresh' button, and tabs for 'By collection' and 'By source type'. A 'Filter by keyword' input field is present. Below this, it states 'Showing 23 collections' and displays a table with the following columns: Name, Description, Assets, and Collection admin.

Name	Description	Assets	Collection admin
▼ pview-sqlmgt-eastus-prod-01	The root collection.	-	Lawrence, William (GOV), +1 more
▼ ODGA		5	Burroughs, Chris (GOV), +4 more
CTO	The Chief Transformation Officer leads change efforts to bring business efficiency to government burea...	5	Lawrence, William (GOV)
DBHDS	The Department of Behavioral Health & Developmental Services (DBHDS) supports individuals by prom...	25	Burroughs, Chris (GOV), +1 more
DCJS	The Virginia Department of Criminal Justice Services (DCJS) is charged with planning and carrying out ...	46	Burroughs, Chris (GOV), +2 more
DMAS	The mission of the Virginia Department of Medical Assistance Services (DMAS) is improving the health ...	148	Burroughs, Chris (GOV), +2 more
DMV	The Department of Motor Vehicles (DMV) provides services through a network of customer service cen...	6	Burroughs, Chris (GOV), +2 more
DRPT	Department of Rail and Public Transportation	-	Burroughs, Chris (GOV), +2 more
DSS	The Virginia Department of Social Services (VDSS) is a state supervised and locally administered social ...	-	Burroughs, Chris (GOV), +2 more
DVS	Department of Veteran Services	3	Tadimalla, Shwetha (GOV), +3 more
LVA	The Library of Virginia was founded in 1823 to preserve and provide access to the state's incomparable...	-	Burroughs, Chris (GOV), +2 more
USDA	U.S. DEPARTMENT OF AGRICULTURE	-	Burroughs, Chris (GOV), +2 more
VDACS	Established in 1877, the Virginia Department of Agriculture and Consumer Services (VDACS) promotes ...	-	Burroughs, Chris (GOV), +2 more
VDE	Department of Education	-	Burroughs, Chris (GOV), +2 more
VDEM	The Virginia Department of Emergency Management (VDEM) works with local government, state and f...	27	Burroughs, Chris (GOV), +2 more
VDH	The Virginia Department of Health oversees public health throughout the Commonwealth of Virginia in...	159	Burroughs, Chris (GOV), +4 more
VDOT	Department of Transportation	-	Burroughs, Chris (GOV), +2 more
VEC	The Virginia Employment Commission (VEC) promotes economic growth and stability by delivering an...	-	Burroughs, Chris (GOV), +2 more
VITA	VITA responsibilities fall into four primary categories IT governance, infrastructure, investments and pro...	-	Burroughs, Chris (GOV), +2 more
VSP	The Virginia State Police, independent yet supportive of other law enforcement and criminal justice age...	30	Burroughs, Chris (GOV), +2 more
▼ Other Agencies		-	Burroughs, Chris (GOV), +1 more

Unstructured Scanning

Risk Assessment Report

State Va Poc / July 31, 2023



2 Connected Systems

12.3%

Of Scanned Data Is Sensitive
(17.7K / 144.7K Objects)

Top Sensitive Data Categories (By Findings)



PII (108K)



Electronic Information (44.4K)



Location (7.3K)

Top Sensitive Data Source Types

■ O365-ONEDRIVE (100%)

Data Risks Found (21)

Critical 10%

2 Passwords

High 38%

2 Personal Financial Information with High Sensitivity

2 Payment Card Data with High Sensitivity

4 Others

Medium 52%

3 Virginia Consumer Data Protection Act

2 Security - Passwords

6 Others

Top External Users

Configure the Access Intelligence App
for Access Risks observability

Top External Domains

Configure the Access Intelligence App
for Access Risks observability

Data Risk Management

Open (21) Closed (0) Resolved (1)

Filter by Add filter

Search by Case Name

10 Data Risk Types

Cases	Last Triggered	# Cases	Severity	Domain	Compliance	Description
Passwords	13/06/2023 23:21:59	2	Critical		Passwords	Passwords such as cleartex...
Personal Financial Information with High Sensitivity	13/06/2023 23:21:59	2	High		Personal Financial In...	Personally-identifiable Fina...
Payment Card Data with High Sensitivity	13/06/2023 23:21:59	2	High		Payment Card Data ...	The Payment Card Industry...
Personal Identifiable Information with High Sensitivity	13/06/2023 23:21:59	2	High		Personal Identifiable...	Personal Identifiable Inform...
Protected Health Information with High Sensitivity	13/06/2023 23:21:59	2	High		Protected Health Inf...	Protected health informato...
Virginia Consumer Data Protection Act	13/06/2023 23:21:59	3	Medium		Virginia Consumer D...	Virginia's Consumer Data P...
Security - Passwords	13/06/2023 23:21:59	2	Medium		Secrets & Keys	Passwords and related ide...
HIPAA	13/06/2023 23:21:59	2	Medium		HIPAA	The Health Insurance Porta...
GLBA	13/06/2023 23:21:59	2	Medium		GLBA	The Financial Modernizatio...
PCI DSS	13/06/2023 23:21:59	2	Medium		PCI DSS	The Payment Card Industry...

No charge scan for pilot agency

Data Governance Training Program



Dataiversity “scholarships”

- Data stewardship
- Data lineage
- Metadata management
- Data modeling
- Analytics

Special **Benefit** for Data Trust Members
Includes DMBOK and CDMP Certification



Data Security
Regulatory and Compliance
Data Privacy

Bits and Bytes
Newsletter



Data Owner - Ready
Data Custodian – In Development
Data Steward – End User Data Quality



100 Just in Time Learning subscriptions

- Interpreting charts
- Building visualizations
- Evaluating data quality
- Data storytelling

Dataiversity Update

YOUR CONTENT

What are you looking for?

Q
Sort by
-

▼ Data Topics

- [AI/Data Science/Machine Learning \(18\)](#)
- [Analytics/BI \(12\)](#)
- [Catalogs/Glossaries/Dictionary \(20\)](#)
- [DMBoK/CDMP \(13\)](#)
- [Data Architecture \(15\)](#)
- [Data Governance \(38\)](#)
- [Data Lineage \(6\)](#)
- [Data Literacy \(38\)](#)
- [Data Modeling \(17\)](#)
- [Data Quality \(13\)](#)
- [Data Stewardship \(12\)](#)
- [Data Strategy \(11\)](#)
- [Databases \(16\)](#)
- [MDM \(12\)](#)
- [Metadata Management \(18\)](#)
- [Professional Development \(8\)](#)

<div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center; background-color: #007060; color: white; padding: 2px;"> JIL DATAIVERSITY Training Center NEW </div> <p style="font-size: 0.8em; margin-top: 5px;">DSBP0: Data Science for Business Professionals Learning Plan</p> <p style="font-size: 0.7em; margin-top: 5px;">Learning Plan In the Data Science for Business Professionals Learning Plan, instructor Je...</p> <p style="text-align: right; font-size: 0.8em; margin-top: 5px;">Start Learning Plan</p> </div>	<div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center; background-color: #007060; color: white; padding: 2px;"> JIL DATAIVERSITY Training Center NEW </div> <p style="font-size: 0.8em; margin-top: 5px;">DSBP1: Introduction to Data Science</p> <p style="font-size: 0.7em; margin-top: 5px;">In-Depth Course This Introduction to Data Science course, with instructor Jeremy Taylor, is...</p> <p style="text-align: right; font-size: 0.8em; margin-top: 5px;">Start</p> </div>	<div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center; background-color: #007060; color: white; padding: 2px;"> JIL DATAIVERSITY Training Center NEW </div> <p style="font-size: 0.8em; margin-top: 5px;">DSBP2: Data Science Technologies</p> <p style="font-size: 0.7em; margin-top: 5px;">In-Depth Course The Data Science Technologies course, with instructor Jeremy Taylor, is des...</p> <p style="text-align: right; font-size: 0.8em; margin-top: 5px;">Start</p> </div>
<div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center; background-color: #007060; color: white; padding: 2px;"> JIL DATAIVERSITY Training Center NEW </div> <p style="font-size: 0.8em; margin-top: 5px;">DSBP3: Dashboarding Tools for Data Analysis</p> <p style="font-size: 0.7em; margin-top: 5px;">In-Depth Course</p> </div>	<div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center; background-color: #007060; color: white; padding: 2px;"> JIL DATAIVERSITY Training Center NEW </div> <p style="font-size: 0.8em; margin-top: 5px;">DSBP4: Getting Started with Data Science</p> <p style="font-size: 0.7em; margin-top: 5px;">In-Depth Course</p> </div>	<div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between; align-items: center; background-color: #007060; color: white; padding: 2px;"> JIL DATAIVERSITY Training Center NEW </div> <p style="font-size: 0.8em; margin-top: 5px;">DSBP5: Staffing a Data Science Team</p> <p style="font-size: 0.7em; margin-top: 5px;">In-Depth Course</p> </div>

46 classes completed

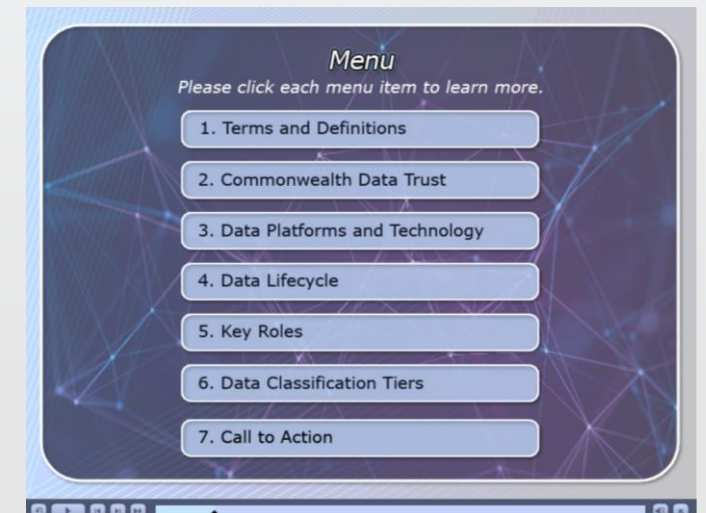
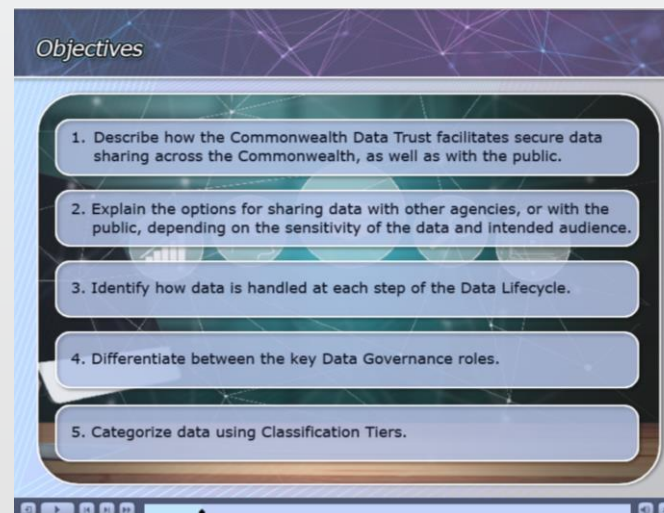
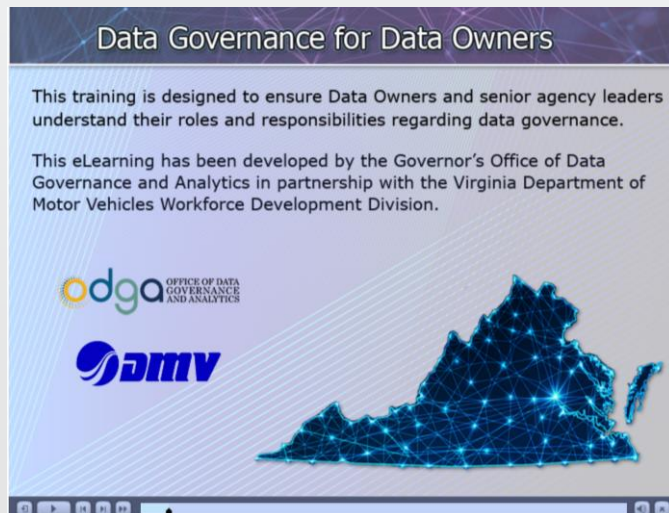
Popular Classes

- Introduction to Business Analytics and Enterprise Systems
- Data Lineage Concepts
- Essential Mathematics for Business Analytics
- The Data Management Process, DMBoK, and Overview of the CDMP Certification
- What is Data Management?
- What is Data Literacy?
- What is Data Governance?
- Metadata to Include in Glossaries, Dictionaries, and Catalogs
- Requirements for Glossaries, Dictionaries, and Catalogs
- Getting Started Governing Data – The Data Governance Framework
- What Is a Metadata Repository?
- Alation Demo: How AI and ML Transform Human Behavior into a Smarter Data Intelligence Platform
- The Definition and Value of Glossaries, Dictionaries, and Catalogs
- Data Quality Essentials – What Everyone in Your Organization Needs to Know
- What is Data Stewardship?
- What is Master Data Management (MDM)?
- What is Metadata?

19

Data Owner Training Available Now

- ▶ Role-based Training required by Sec 527
- ▶ Use COVLC or Agency Learning Management System (LMS) (e.g. KnowBe4)
- ▶ SCORM files available from ODGA
- ▶ Coming Soon: Data Custodian and Data Quality for End Users



Upcoming Panels

< All Events

government
technology

2023



»» COVITS

Future of Data in the Commonwealth

Virginia is for Cloud Lovers

The background features a complex, abstract graphic composed of numerous thin, wavy lines in shades of blue and yellow. These lines are interspersed with solid circles of varying sizes in the same color palette. The overall effect is a sense of dynamic movement and interconnectedness, reminiscent of a network or data flow.

Data Maturity Assessment Results

odga | Key Observations



Q16 **Approach/Plan for improving data quality**

28% of Agencies rated "1". "Fix and forget it" approach.

Q12 **Metadata Management**

Overall score = 1.85. Seven agencies rated themselves "0".

Q24 **Lack of metrics on data quality**

32% Agencies rated "1" or lower

Q6 **Use of logs to record data management risks/issues**

32% Agencies rated "1" or lower

Q30 **Data Modeling**

60% of agencies (28) have trouble with data modeling. 24% regard their data as being "primarily in silos"

Q4 **Roles exist for data activities**

85% of agencies (40) have formal roles for data established, with data stewards and owners

Q5 **Management Support**

Senior Management Sponsorship for data initiatives at agencies. Average score "3", only one agency rated themselves "1"



- **Select Agencies to engage.** *More mature programs tend to have data that can already attribute to outcomes. Less mature will benefit from implementing efficiencies in process or technology.*
- **Evaluate Data Plans.** *Business Analysis. Determine alignment of Commonwealth data objectives with agencies' plans and preliminary outcomes*
- **Determine outcomes.** *Evaluate business objectives, existing outcomes and processes for determination as a larger part of top 5 key outcomes..*
- **Determine Datasets.** *Identify datasets and sources needed to facilitate objectives. Incorporate into Commonwealth DataTrust.*



VITA APPLICATION INTEGRATION SERVICES (AIS)

SERVICES OVERVIEW

JEFF SCHEICH

Director, Web and Application Services

AUGUST 8TH, 2023

- AIS enables COV agencies to securely integrate applications and data in a hybrid multi-cloud environment.
- Proven track record with many agency customers including: DMAS, DSS, VDOT, DVS, DMV, DOLI and VITA
- Cost-effective services with scalable consumption model and defined costs
- AIS is part of the Enterprise Solutions portfolio of services provided by VITA.



Integration Services	Integration Platform as a Service model
	IBM CloudPak for Integration VMs and Containers

Enterprise Service Bus (ESB) – enterprise data exchange using IBM App Connect Enterprise. Integration of cloud and on-premise applications, services and data.

ESB Transformation Extender (ESB-TX) and healthcare (ESB-HC) - optional Automate complex transformation and validation of healthcare data.

Business Rules Management (BRM) - decision automation solution that to analyze, automate and govern rules-based business decisions.

Application Messaging (AM) – based on IBM MQ for secure and reliable connections between applications, systems and services.

Application Server (AIS-APPSVR) - Java Enterprise Edition (Java EE)-based application server platform for agency applications.

VITA Secure Gateway (VSG) - security and integration for websites, applications and services. Optimized access to a full range of on-premise and cloud workloads.



Oracle Services

Database and Oracle application workloads

VITA Oracle Private Cloud (VOPC) virtualized compute platform for Oracle workloads. Bring Your Own License (BYOL) model that optimizes Oracle licensing on high-performance compute platforms.

AIS Database (AIS-DB) - provides customers with highly-available and secure database services based on Oracle RAC.



Mailing Address Verification

Based on Experian Pro Web Address Validation

[MAV Service in the VITA Service Catalog](#)

The MAV service includes capabilities to consume interactive address verification using the latest United States USPS® data to validate addresses to the apartment/suite level.

MAV also provides latitude and longitude, business/residence or county code data, it standardizes the address format and where possible corrects the undeliverable addresses.

From Experian Website: Pro Web is an on-premises solution for address capture and validation for both online and intranet environments. Pro Web provides the ability to capture a full, correct address using our global datasets as quickly as possible and with minimal interaction required from your users.

The solution is easy to set up and can be used in multiple ways, including via a REST API.

- Data stewards use cases and requirements discussion
- Example Experian address correction and API tools:
 - Correct address – a user-based license for address correction.
 - Batch API – license based on usage. Cleans the address records in your database by verifying them against the official address files for the relevant country. Cleaned records are assigned a match result, based on the accuracy of the original address.

Call to Action

- ▶ Identify datasets to share on the Open Data Portal
- ▶ Partner with ODGA to identify opportunities to share between agencies
- ▶ Share training availability within and between agencies and advocate for data governance learning
- ▶ Identify data quality issues and partner with ODGA for assistance
- ▶ Participate in upcoming Data Maturity Assessment survey



THANK YOU!

Email: odga@governor.virginia.gov

Web: odga.virginia.gov

Social:  [irginia-office-of-data-governance-and-analytics](https://www.linkedin.com/company/virginia-office-of-data-governance-and-analytics)

 [/virginiaODGA](https://twitter.com/virginiaODGA)

The background features a complex, abstract pattern of overlapping, wavy lines in shades of blue and yellow. These lines are interspersed with various-sized solid circles in the same color palette, creating a dynamic and organic visual effect. The overall composition is balanced and modern.

Appendix

- Home
- Browse
- Business assets (preview)
- Glossary

pview-sqlmgt-eastus-prod-01

7 sources 454 assets No glossary terms

Search catalog

Browse assets
Explore assets by source type and collection.

Manage glossary
Create and edit terms with custom term templates.

Knowledge center
Discover learning materials and tutorials.

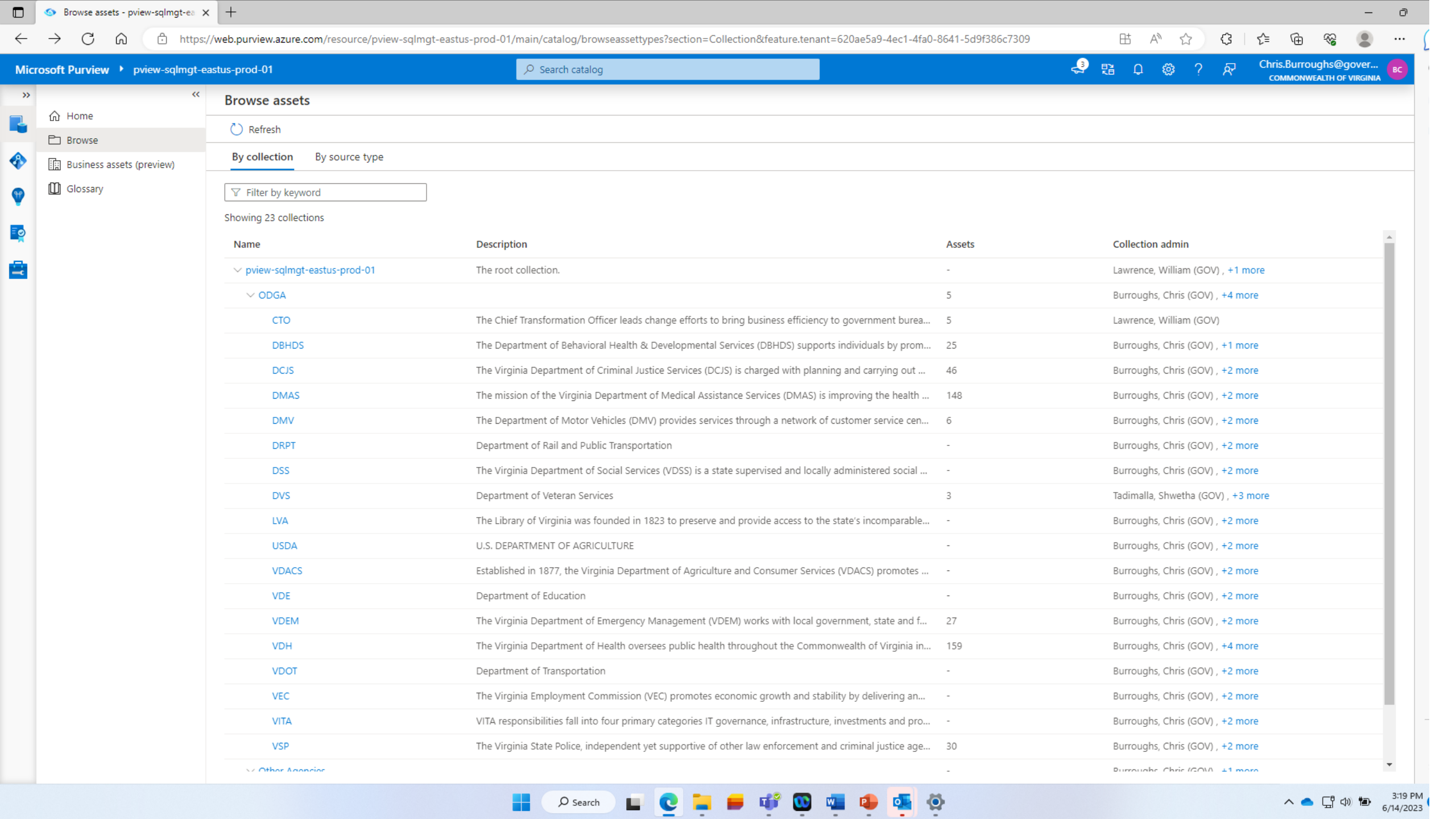
Recently accessed My items

Name	Last update
CUSTOMERS	6 days ago
dwr	6 days ago
DWR_EDWS	6 days ago
NURSING_FACILITY_SERVICES_REPORT4	14 days ago
CLAIM_COB	2 months ago
UTILIZATION_DATA_IND_AND_GR_SUPPORTED_EMPLOYMENT	3 months ago

View all recently accessed

Links

- [Microsoft Purview overview](#)
Discover the capabilities offered by Microsoft Purview and learn how to make the most of them.
- [Getting started](#)
Learn about how to use Microsoft Purview Governance Portal.
- [Documentation](#)
Visit the documentation center for quickstarts, how-to guides, and references, etc.



Browse assets

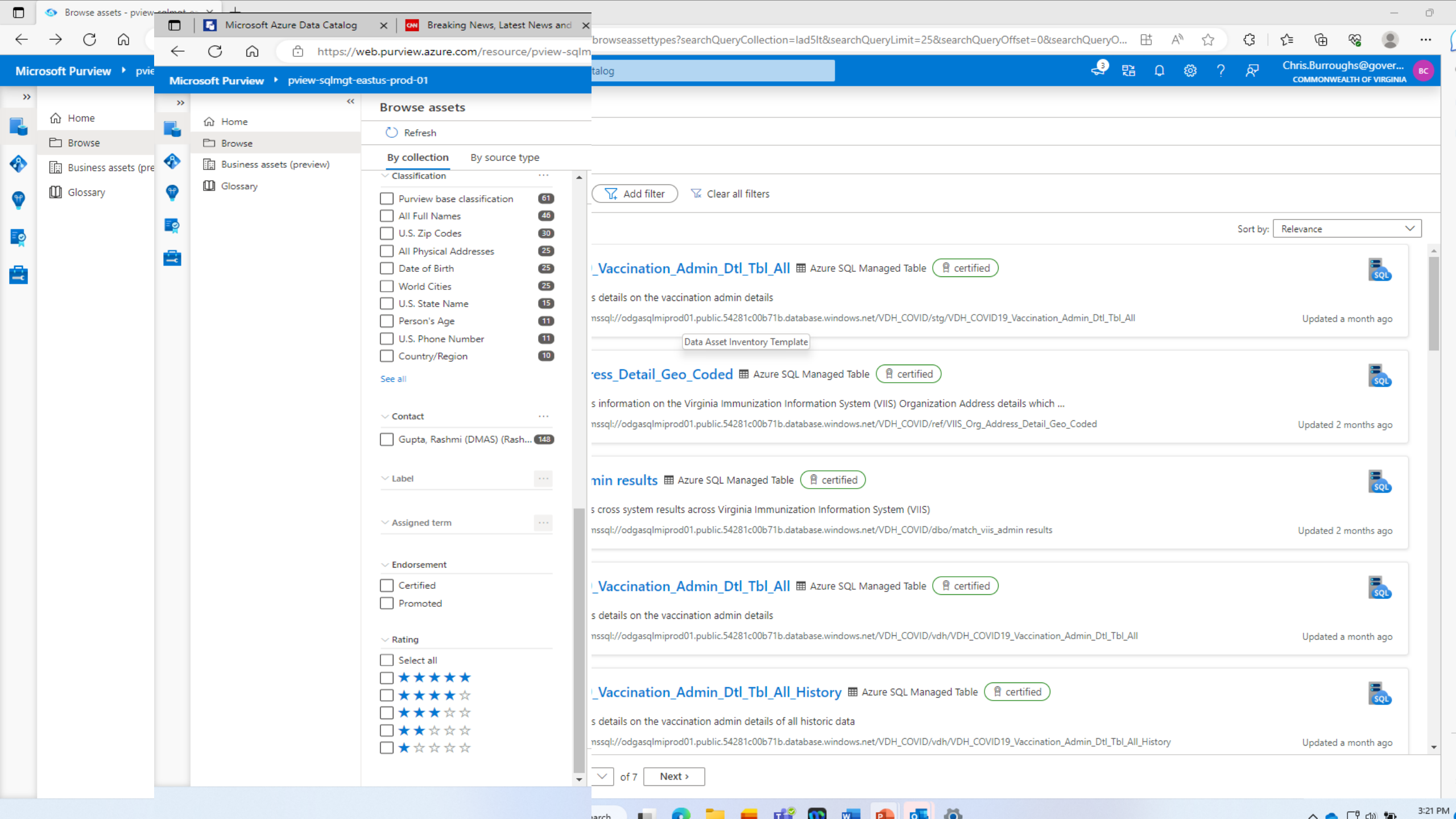
Refresh

By collection By source type

Filter by keyword

Showing 23 collections

Name	Description	Assets	Collection admin
▼ pview-sqlmgt-eastus-prod-01	The root collection.	-	Lawrence, William (GOV) , +1 more
▼ ODGA		5	Burroughs, Chris (GOV) , +4 more
CTO	The Chief Transformation Officer leads change efforts to bring business efficiency to government burea...	5	Lawrence, William (GOV)
DBHDS	The Department of Behavioral Health & Developmental Services (DBHDS) supports individuals by prom...	25	Burroughs, Chris (GOV) , +1 more
DCJS	The Virginia Department of Criminal Justice Services (DCJS) is charged with planning and carrying out ...	46	Burroughs, Chris (GOV) , +2 more
DMAS	The mission of the Virginia Department of Medical Assistance Services (DMAS) is improving the health ...	148	Burroughs, Chris (GOV) , +2 more
DMV	The Department of Motor Vehicles (DMV) provides services through a network of customer service cen...	6	Burroughs, Chris (GOV) , +2 more
DRPT	Department of Rail and Public Transportation	-	Burroughs, Chris (GOV) , +2 more
DSS	The Virginia Department of Social Services (VDSS) is a state supervised and locally administered social ...	-	Burroughs, Chris (GOV) , +2 more
DVS	Department of Veteran Services	3	Tadimalla, Shwetha (GOV) , +3 more
LVA	The Library of Virginia was founded in 1823 to preserve and provide access to the state's incomparable...	-	Burroughs, Chris (GOV) , +2 more
USDA	U.S. DEPARTMENT OF AGRICULTURE	-	Burroughs, Chris (GOV) , +2 more
VDACS	Established in 1877, the Virginia Department of Agriculture and Consumer Services (VDACS) promotes ...	-	Burroughs, Chris (GOV) , +2 more
VDE	Department of Education	-	Burroughs, Chris (GOV) , +2 more
VDEM	The Virginia Department of Emergency Management (VDEM) works with local government, state and f...	27	Burroughs, Chris (GOV) , +2 more
VDH	The Virginia Department of Health oversees public health throughout the Commonwealth of Virginia in...	159	Burroughs, Chris (GOV) , +4 more
VDOT	Department of Transportation	-	Burroughs, Chris (GOV) , +2 more
VEC	The Virginia Employment Commission (VEC) promotes economic growth and stability by delivering an...	-	Burroughs, Chris (GOV) , +2 more
VITA	VITA responsibilities fall into four primary categories IT governance, infrastructure, investments and pro...	-	Burroughs, Chris (GOV) , +2 more
VSP	The Virginia State Police, independent yet supportive of other law enforcement and criminal justice age...	30	Burroughs, Chris (GOV) , +2 more
▼ Other Agencies		-	Burroughs, Chris (GOV) , +1 more



- Home
- Browse
- Business assets (pre)
- Glossary

- Home
- Browse
- Business assets (preview)
- Glossary

Browse assets

Refresh

By collection By source type

Classification

- Purview base classification 61
- All Full Names 46
- U.S. Zip Codes 30
- All Physical Addresses 25
- Date of Birth 25
- World Cities 25
- U.S. State Name 15
- Person's Age 11
- U.S. Phone Number 11
- Country/Region 10

See all

Contact

- Gupta, Rashmi (DMAS) (Rash... 148

Label

Assigned term

Endorsement

- Certified
- Promoted

Rating

- Select all
- ★★★★★
- ★★★★☆
- ★★★☆☆
- ★★☆☆☆
- ★☆☆☆☆
- ★☆☆☆☆

Add filter Clear all filters

Sort by: Relevance

_Vaccination_Admin_Dtl_Tbl_All Azure SQL Managed Table certified
s details on the vaccination admin details
nssql://odgasqlmiprod01.public.54281c00b71b.database.windows.net/VDH_COVID/stg/VDH_COVID19_Vaccination_Admin_Dtl_Tbl_All
Updated a month ago

ress_Detail_Geo_Coded Azure SQL Managed Table certified
s information on the Virginia Immunization Information System (VIIS) Organization Address details which ...
nssql://odgasqlmiprod01.public.54281c00b71b.database.windows.net/VDH_COVID/ref/VIIS_Org_Address_Detail_Geo_Coded
Updated 2 months ago

min results Azure SQL Managed Table certified
s cross system results across Virginia Immunization Information System (VIIS)
nssql://odgasqlmiprod01.public.54281c00b71b.database.windows.net/VDH_COVID/dbo/match_viis_admin results
Updated 2 months ago

_Vaccination_Admin_Dtl_Tbl_All Azure SQL Managed Table certified
s details on the vaccination admin details
nssql://odgasqlmiprod01.public.54281c00b71b.database.windows.net/VDH_COVID/vdh/VDH_COVID19_Vaccination_Admin_Dtl_Tbl_All
Updated a month ago

_Vaccination_Admin_Dtl_Tbl_All_History Azure SQL Managed Table certified
s details on the vaccination admin details of all historic data
nssql://odgasqlmiprod01.public.54281c00b71b.database.windows.net/VDH_COVID/vdh/VDH_COVID19_Vaccination_Admin_Dtl_Tbl_All_History
Updated a month ago

of 7 Next >

VDH_COVID19_Vaccination_Admin_Dtl_Tbl_All Certified

Azure SQL Managed Table

+ Add Tag

☆☆☆☆☆ (0)

Edit Select for bulk edit Request access Refresh Delete

Open in Power BI Desktop

Overview Properties Schema Lineage Contacts Related

Updated on May 2, 2023 at 12:12 PM by Tadimalla, Shwetha (GOV)

Asset description

This dataset provides details on the vaccination admin details

Managed attributes

Filter by attribute name Show attributes without a value

No Attributes for this asset.

Classifications

- All Full Names
- All Physical Addresses
- Country/Region
- Date of Birth
- Person's Gender
- U.S. Zip Codes
- World Cities

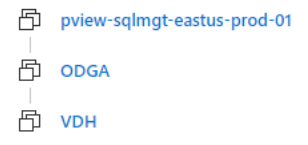
Schema classifications (6)

- All Full Names
- All Physical Addresses
- Date of Birth
- Person's Gender
- U.S. Zip Codes
- World Cities

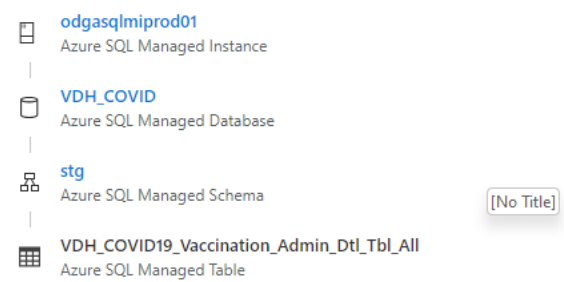
Fully qualified name

mssql://odgasqlmiprod01.public.54281c00b71b.database.windows.net/VDH_COVID/stg/VDH_COVID19_Vaccination_Admin_Dtl_Tbl_All

Collection path



Hierarchy



Glossary terms

No glossary terms for this asset.

VDH_COVID19_Vaccination_Admin_Dtl_Tbl_All Certified

Azure SQL Managed Table

+ Add Tag

☆☆☆☆☆ (0)

Edit
Select for bulk edit
Request access
Refresh
Delete
Edit columns

Open in Power BI Desktop

Overview
Properties
Schema
Lineage
Contacts
Related

Updated on May 2, 2023 at 12:12 PM by Tadimalla, Shwetha (GOV)

Filter by name

Showing 50 of 50 items

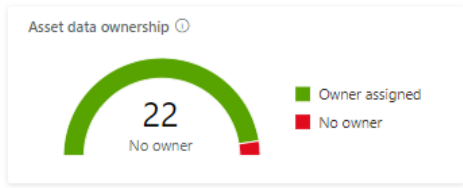
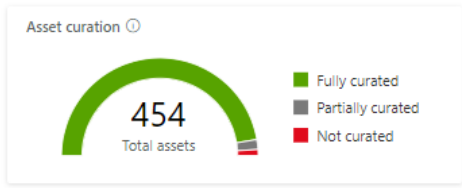
Column name	Classifications	Sensitivity label	Glossary terms	Data type	Column description
ADD_DT				datetime	Date that the record was added
Administered Location				varchar	Vaccine administered location
Administered Location Type				varchar	Vaccine administered location type
Administered Location Zip				varchar	Vaccine administered location zip code
Administration City				varchar	Vaccine administered City
Administration County				varchar	County where the vaccine was administered
Administration Date				date	Date on which the vaccine was administered
Administration State				varchar	State in which the vaccine was administered
Administration Street Address				varchar	Street address of the location where the vaccine was administered
Administration Street Address 2				varchar	Street address 2 of the location where the vaccine was administered
Comorbidity Status				varchar	Status of the patient if there is a simultaneous presence of two or more di...
CVX				varchar	CDC Vaccine Administered CVX code
Dose Number				smallint	Dose number of the vaccine
Extract Type				varchar	Extract type
Lot Number				varchar	Lot number of the location of the vaccination

- Health
- Data stewardship
- Catalog adoption
- Inventory and ownership
- Assets
- Curation and governance
- Glossary
- Classifications
- Sensitivity labels

Data stewardship

View key metrics about your data estate's health and performance.

Full report | Report generated on June 8, 2023 at 3:39 PM



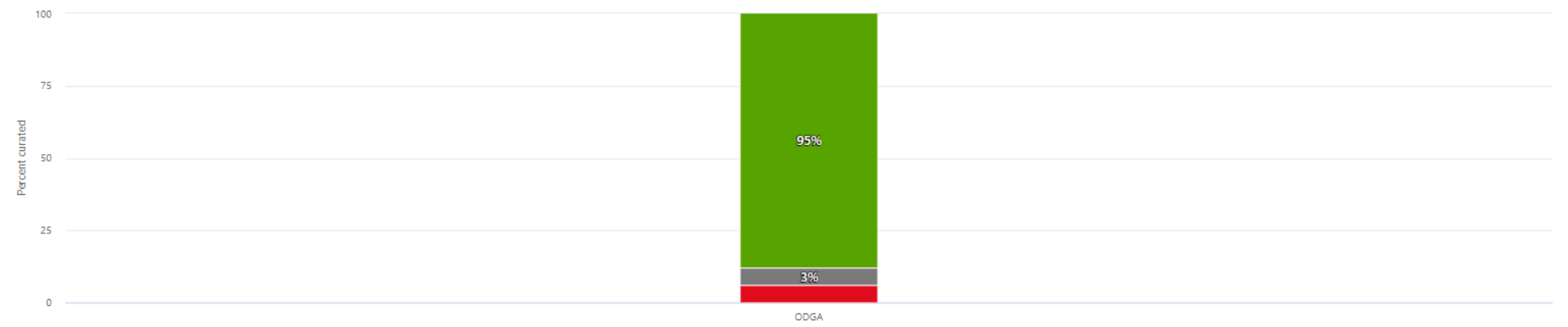
Data estate health

Collection: (Root) pview-sqlmgt-eastus-prod-01

Collection	Assets	With sensitive classifications	Fully curated	Owner assigned	No classifications	Out of date	New	Updated	Deleted
ODGA	454	✓ 98%	✓ 95%	✓ 95%	✓ 2%	▲ 60%	91	180	0

Asset curation

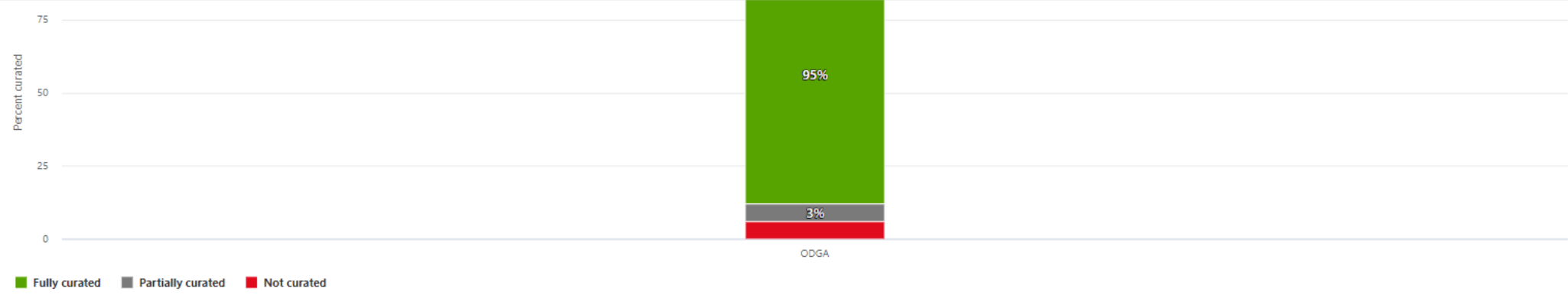
Collection: (Root) pview-sqlmgt-eastus-prod-01



Data stewardship

View key metrics about your data estate's health and performance.

Full report | Report generated on June 8, 2023 at 3:39 PM



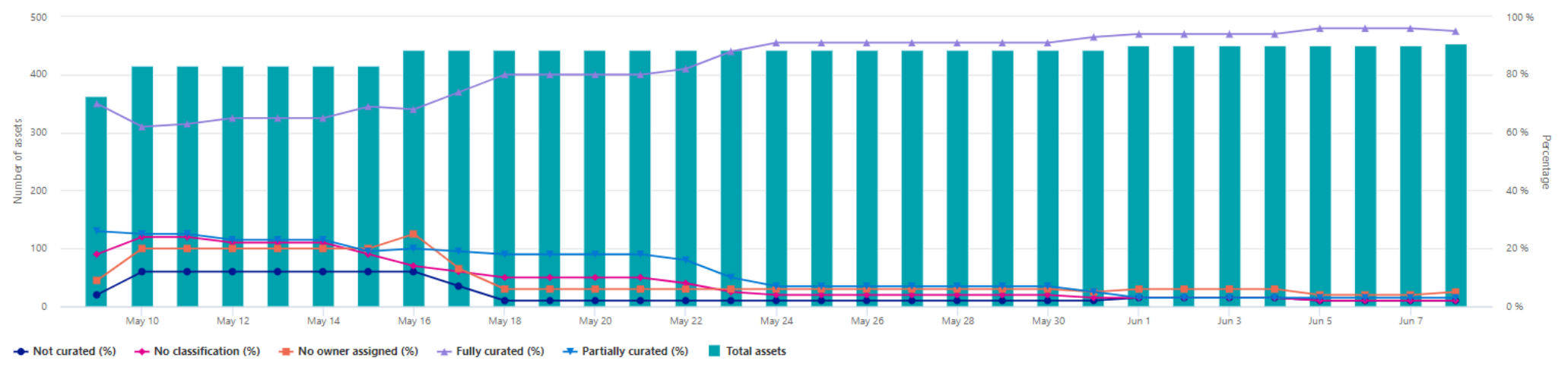
[View details](#)

Trends and gap analysis

Date range: Last 30 days Last 6 weeks Last 12 months Last 4 quarters

Collection: (Root) pview-sqlmgt-eastus-prod-01

Fully curated assets
↓ 1% in last day
96% curation in Jun 7



<< Catalog adoption

View key metrics about Data Catalog engagement, retention, and use.

Report generated on June 13, 2023 at 3:38 PM

Monthly active users 📉

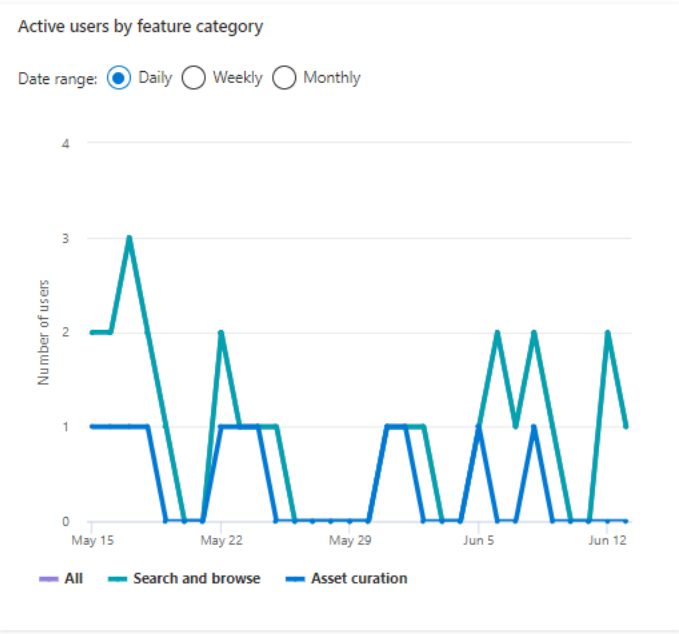
6

No change in last month

Total searches

2.2K

↑116% in last month



Most viewed assets

Last 30 days

Asset name	Curation	Views
Employee Coding- Cardinal Distibution_FY22	Fully curated	23
EAG_Income_Poverty_4-6-2021_Locality	Fully curated	19
SA_STEP4_778_CLAIM_DDWAIVER_CK_ALL_RR	Fully curated	18
EAG_Income_Poverty_4-6-2021_National	Fully curated	17
EAG_Unemployment_7.6.2021_National	Fully curated	17

Top searched keywords

Last 30 days

Show: Searches with results Searches with no results

Keyword	Search volume
eag	32
dmas	29
vdem	17
dcjs	13
vsp	11

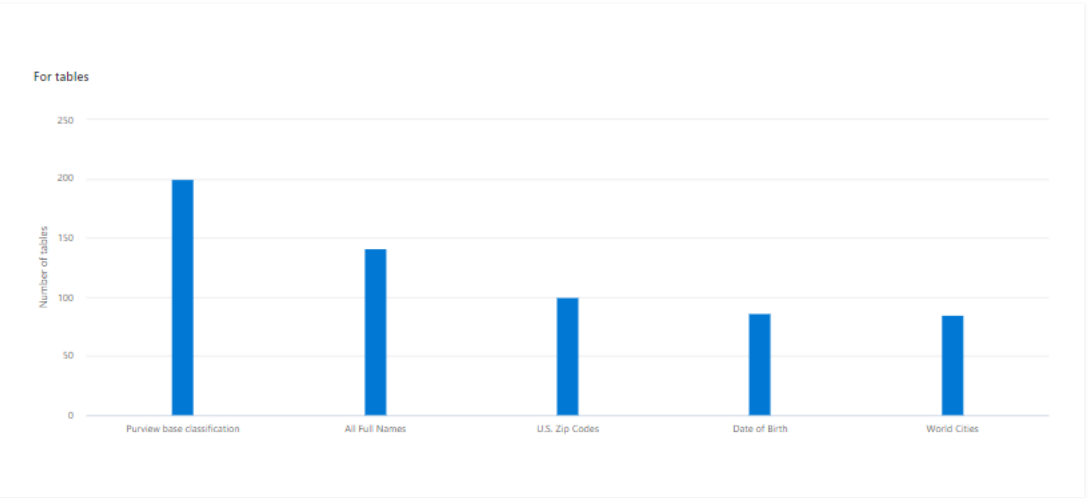
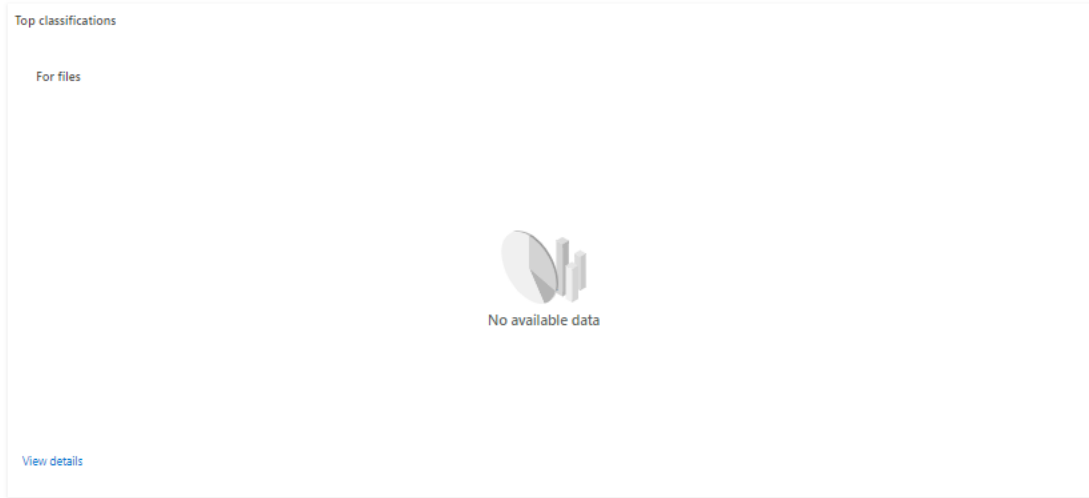
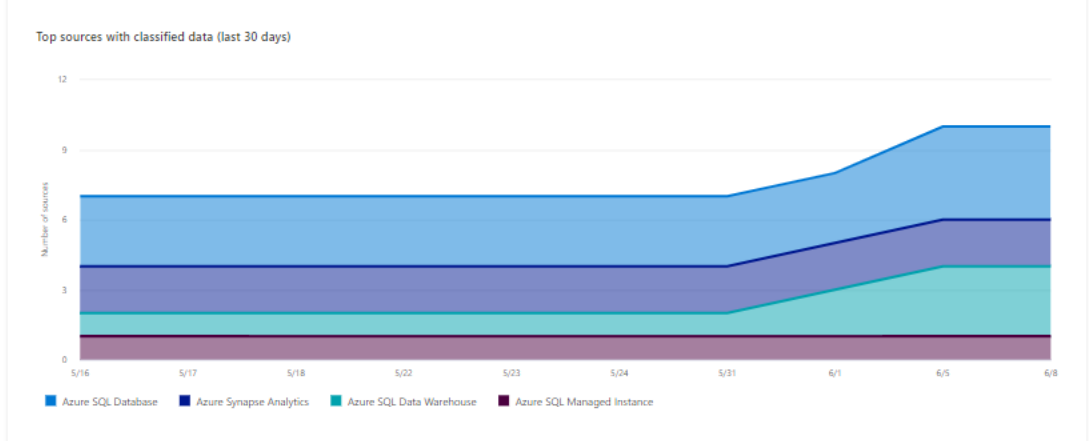
- Health
- Data stewardship
- Catalog adoption
- Inventory and ownership
- Assets
- Curation and governance
- Glossary
- Classifications**
- Sensitivity labels

Classification insights

View key metrics about the classifications applied to sources, files, and tables.

Report generated on June 8, 2023 at 1:00 PM

Total assets classified	Files classified	Tables classified	Unique classifications found	Sources classified
450	-	450	16	10



Search results - pview-sqlmgt-eastus-prod-01

https://web.purview.azure.com/resource/pview-sqlmgt-eastus-prod-01/main/catalog/search?searchQueryAttribute=classification%7CMICROSOFT.GOVERNMENT.US.SOCIAL_SECURITY_NUMBER&searchQu...

Microsoft Purview | pview-sqlmgt-eastus-prod-01 | Search catalog | Chris.Burroughs@gover... COMMONWEALTH OF VIRGINIA

Data catalog > Search results

Data source type: All | Add filter | Clear all filters

Governance

Organization

- Department
- Line of business
- Organization
- Project

Collection

- DMAS pview-sqlmgt-eastus-prod-01 > ODGA 8
- DBHDS pview-sqlmgt-eastus-prod-01 > ODGA 2
- DVS pview-sqlmgt-eastus-prod-01 > ODGA 1

Classification

- All Full Names 11
- U.S. Social Security Number (SS...) 11
- Date of Birth 7
- All Physical Addresses 6
- World Cities 5
- U.S. State Name 3
- U.S. Zip Codes 3
- Country/Region 2
- U.S. Phone Number 2
- Email Address 1

See all

Contact

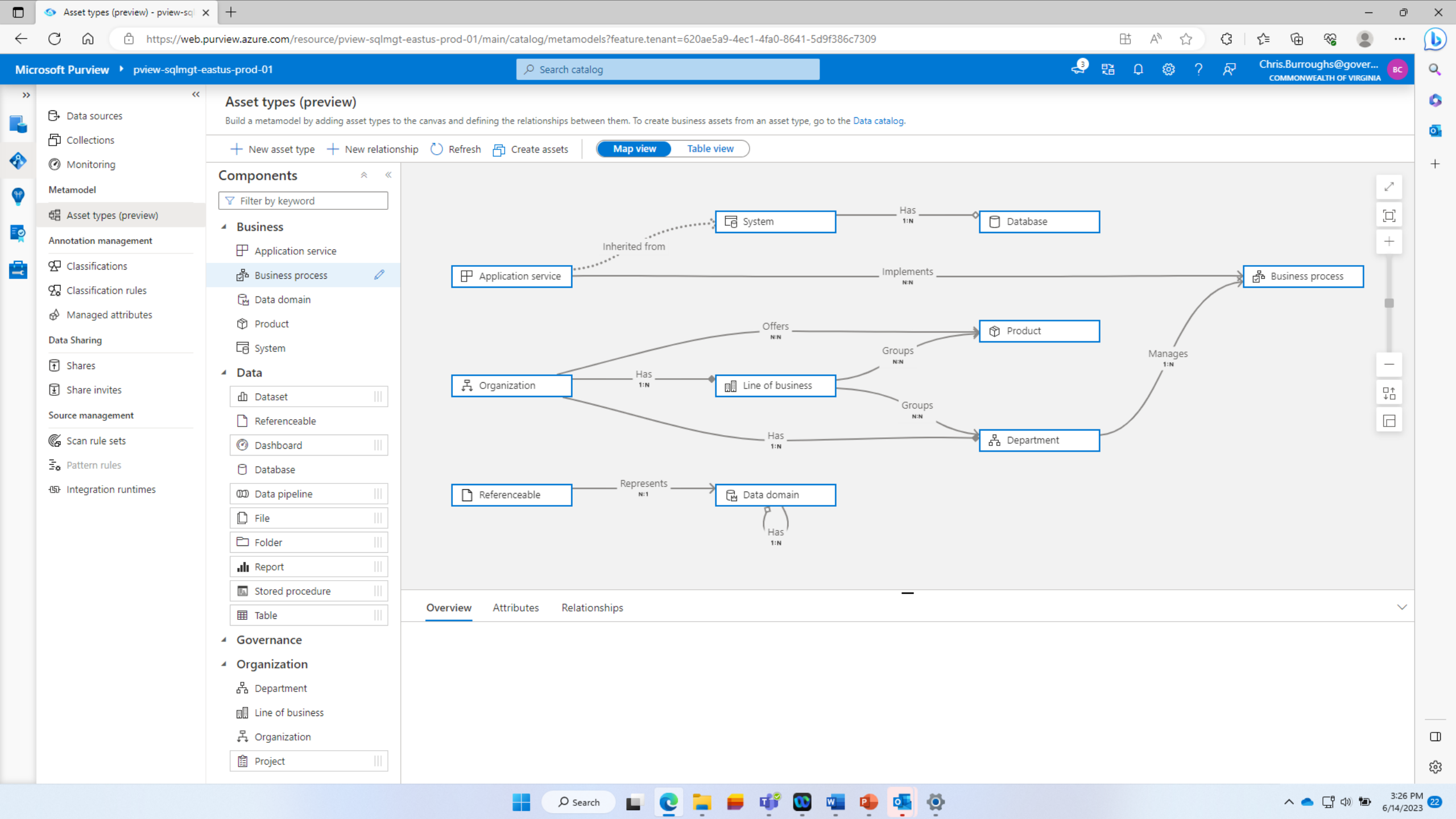
- Gupta, Rashmi (DMAS) (Rashmi) 8

Showing 1-11 out of 11 results | Sort by: Relevance

- VETERANS** Azure Synapse Dedicated SQL Table certified
The Virginia Department of Veterans Services (DVS) connects Virginia's veterans and their families to federal and state benefits, support, quality care, an...
Fully qualified name: mssql://odgasynapsews.sql.azuresynapse.net/DVS_EDWS/dvs/VETERANS
Updated a month ago
- PROVIDER** Azure Synapse Dedicated SQL Table certified
This table contains Provider demographics and other basic information.
Fully qualified name: mssql://odgasynapsews.sql.azuresynapse.net/DMAS_EDWS/dmas/PROVIDER
Updated 2 months ago
- RECIPIENT_TPL_POLICY** Azure Synapse Dedicated SQL Table certified
This table contains data for the enrollee at the policy level and includes information pertaining to the insurance policy such as policy number, begin and ...
Fully qualified name: mssql://odgasynapsews.sql.azuresynapse.net/DMAS_EDWS/stg/RECIPIENT_TPL_POLICY
Updated a month ago
- RECIPIENT_CASE** Azure Synapse Dedicated SQL Table certified
This table contains Recipient case information.
Fully qualified name: mssql://odgasynapsews.sql.azuresynapse.net/DMAS_EDWS/stg/RECIPIENT_CASE
Updated a month ago
- RECIPIENT** Azure Synapse Dedicated SQL Table certified
This table contains Recipient demographics and other basic information.
Fully qualified name: mssql://odgasynapsews.sql.azuresynapse.net/DMAS_EDWS/stg/RECIPIENT
Updated a month ago

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OVERVIEW

The Virginia Data Stewards Group (the Group) is established as an information sharing Group in the executive branch of state government to promote data sharing and data quality. The Group shall (i) adhere to data sharing performance goals set by the Executive Data Board, (ii) review policies, standards, and best practices, and (iii) recommend solutions that will establish the Commonwealth as a national leader in data-driven policy, evidence-based decision making, and outcome-based performance management.

The Data Stewards Group shall consist of employees from executive branch agencies with technical experience in data management or data analytics. Executive branch agencies shall be encouraged to designate at least one agency data steward to serve in the Group and may designate multiple data stewards as appropriate based upon organizational or data system responsibilities.

Related legislation: <https://lis.virginia.gov/cgi-bin/legp604.exe?212+ful+CHAP0314>

POWERS AND DUTIES

The Group shall have the following powers and duties:

1. Provide the Board and Council with technical subject matter expertise in support of data policies, standards, and best practices.
2. Implement data sharing and analytics projects promoting data accessibility, sharing, and reuse, thereby reducing redundancy across the Commonwealth.
3. Coordinate and resolve technical stewardship issues for standardized data.
4. Ensure data quality processes and standards are implemented consistently by agencies in the Commonwealth.
5. Provide communication and education to data users on the appropriate use, sharing, and protection of the Commonwealth's data assets.
6. Promote the collection and sharing of metadata by registering data assets in the Virginia Data Catalog
7. Liaise with agency project managers and information technology investment staff to ensure adherence to Commonwealth data standards and data sharing requirements.
8. Support informed, data-driven decision making through compliance with Commonwealth data policies, standards, and best practices.

MEMBERSHIP AND TERMS

The Group will have at least eight (8) voting members from Executive Agencies.

The Director of Data Protection and Governance will chair the board for the first year and elections will be held in subsequent years for a chairperson and vice-chairperson which will be selected from its membership.

MEETING FREQUENCY

The Group shall meet at least biannually or at the call of the Chair or the Chief Data Officer.

QUORUM

A majority of the voting members shall constitute a quorum. Voting and decisions can occur only when a quorum is present. The meeting will be informational only (no votes) in the event a quorum is not achieved during a given meeting. Any votes scheduled for the meeting without a quorum will be postponed to the next meeting a quorum is achieved.

COMPENSATION AND EXPENSES

All members shall be reimbursed for all reasonable and necessary expenses incurred in the performance of their duties as provided in §§ 2.2- 2813 and 2.2-2825. Funding for the costs of compensation and expenses of the members shall be provided by the Office of Data Governance and Analytics.

STAFF SUPPORT

The Office of Data Governance and Analytics shall provide staff support to the Group. All agencies of the Commonwealth shall aid the Group, upon request.

GOALS AND KPI's

1. Develop Data Governance Standards to present to Data Governance Council
 - # policies or standards developed
2. Increase percentage of Agencies with complete Asset Inventory
 - Percentage from baseline
3. Promote Data Governance and Data Literacy training.
 - # of employees participating in Data Governance or Data Literacy Training
 - # of employees receiving their DM-BOK or CDMP certification.
4. Data stewards will classify the data elements and tag them appropriately for proper contextual usage.
 - % of datasets with classifications per Agency
5. Data stewards identify the lineage of the data.
 - Datasets with lineage defined.
6. Data stewards will create data quality standards for their data sets
 - # Agencies with active data quality programs.

DELIVERABLES AND DEADLINES

- The benchmark for the yearly goals and objectives will be established by the Data Governance Council.
- The Council will receive periodic updates regarding the above metrics.

**THE DATA STEWARDS GROUP POLICY FOR THE REMOTE
PARTICIPATION OF MEMBERS**

1. **AUTHORITY AND SCOPE**

a. This policy is adopted pursuant to the authorization of Va. Code § 2.2-3708.3 and is to be strictly construed in conformance with the Virginia Freedom of Information Act (VFOIA), Va. Code §§ 2.2-3700—3715.

b. This policy shall not govern an electronic meeting conducted to address a state of emergency declared by the Governor or the Board of Supervisors. Any meeting conducted by electronic communication means under such circumstances shall be governed by the provisions of Va. Code § 2.2-3708.2. This policy also does not apply to an all-virtual public meeting.

2. **DEFINITIONS**

a. “**BOARD**” means the Data Stewards Group or any committee, subcommittee, or other entity of the Data Stewards Group.

b. “**Member**” means any member of the Data Stewards Group.

c. “**Remote participation**” means participation by an individual member of the Data Stewards Group by electronic communication means in a public meeting where a quorum of the Data Stewards Group is physically assembled, as defined by Va. Code § 2.2-3701.

d. “**Meeting**” means a meeting as defined by Va. Code § 2.2-3701.

e. “**Notify**” or “**notifies**,” for purposes of this policy, means written notice, such as email or letter. Notice does not include text messages or communications via social media.

3. **MANDATORY REQUIREMENTS**

Regardless of the reasons why the member is participating in a meeting from a remote location by electronic communication means, the following conditions must be met for the member to participate remotely:

a. A quorum of the Data Stewards Group must be physically assembled at the primary or central meeting location; and

b. Arrangements have been made for the voice of the remotely participating member to be heard by all persons at the primary or central meeting location. If at any point during the meeting the voice of the remotely participating member is no longer able to be heard by all persons at the meeting location, the remotely participating member shall no longer be permitted to participate remotely.

4. **PROCESS TO REQUEST REMOTE PARTICIPATION**

a. On or before the day of the meeting, and at any point before the meeting begins, the requesting member must notify the Data Stewards Group Chair (or the Vice-Chair if the requesting member is the Chair) that they are unable to physically attend a meeting due to

(i) a temporary or permanent disability or other medical condition that prevents the member's physical attendance, (ii) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance, (iii) their principal residence location more than 60 miles from the meeting location, or (iv) a personal matter and identifies with specificity the nature of the personal matter.

b. The requesting member shall also notify the Data Stewards Group staff liaison of their request, but their failure to do so shall not affect their ability to remotely participate.

c. If the requesting member is unable to physically attend the meeting due to a personal matter, the requesting member must state with specificity the nature of the personal matter. Remote participation due to a personal matter is limited each calendar year to two meetings or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. There is no limit to the number of times that a member may participate remotely for the other authorized purposes listed in (i)—(iii) above.

d. The requesting member is not obligated to provide independent verification regarding the reason for their nonattendance, including the temporary or permanent disability or other medical condition or the family member's medical condition that prevents their physical attendance at the meeting.

e. The Chair (or the Vice-Chair if the requesting member is the Chair) shall promptly notify the requesting member whether their request is in conformance with this policy, and therefore approved or disapproved.

5. **PROCESS TO CONFIRM APPROVAL OR DISAPPROVAL OF PARTICIPATION FROM A REMOTE LOCATION**

When a quorum of the Data Stewards Group has assembled for the meeting, the [BOARD] shall vote to determine whether:

a. The Chair's decision to approve or disapprove the requesting member's request to participate from a remote location was in conformance with this policy; and

b. The voice of the remotely participating member can be heard by all persons at the primary or central meeting location.

6. **RECORDING IN MINUTES:**

a. If the member is allowed to participate remotely due to a temporary or permanent disability or other medical condition, a family member's medical condition that requires the member to provide care to the family member, or because their principal residence is located more than 60 miles from the meeting location the Data Stewards Group shall record in its minutes (1) the Data Stewards Group's approval of the member's remote participation; and (2) a general description of the remote location from which the member participated.

b. If the member is allowed to participate remotely due to a personal matter, such matter shall be cited in the minutes with specificity, as well as how many times the member has attended remotely due to a personal matter, and a general description of the remote location from which the member participated.

c. If a member's request to participate remotely is disapproved, the disapproval, including the grounds upon which the requested participation violates this policy or VFOIA, shall be recorded in the minutes with specificity.

7. **CLOSED SESSION**

If the Data Stewards Group goes into closed session, the member participating remotely shall ensure that no third party is able to hear or otherwise observe the closed meeting.

8. **STRICT AND UNIFORM APPLICATION OF THIS POLICY**

This Policy shall be applied strictly and uniformly, without exception, to the entire membership, and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

The Chair (or Vice-Chair) shall maintain the member's written request to participate remotely and the written response for a period of one year, or other such time required by records retention laws, regulations, and policies.

THE DATA STEWARDS GROUP POLICY FOR ALL-VIRTUAL PUBLIC MEETINGS

1. **AUTHORITY AND SCOPE**

a. This policy is adopted pursuant to the authorization of Va. Code § 2.2-3708.3 and is to be strictly construed in conformance with the Virginia Freedom of Information Act (VFOIA), Va. Code §§ 2.2-3700—3715.

b. This policy shall not govern an electronic meeting conducted to address a state of emergency declared by the Governor or the Board of Supervisors. Any meeting conducted by electronic communication means under such circumstances shall be governed by the provisions of Va. Code § 2.2-3708.2.

2. **DEFINITIONS**

a. **“BOARD”** means the Data Stewards Group or any committee, subcommittee, or other entity of the Data Stewards Group

b. **“Member”** means any member of the Data Stewards Group

c. **“All-virtual public meeting”**, means a public meeting conducted by the [BOARD] using electronic communication means during which all members of the public body who participate do so remotely rather than being assembled in one physical location, and to which public access is provided through electronic communication means, as defined by Va. Code § 2.2-3701.

d. **“Meeting”** means a meeting as defined by Va. Code § 2.2-3701.

e. **“Notify”** or **“notifies,”** for purposes of this policy, means written notice, including, but not limited to, email or letter, but does not include text messages or messages exchanged on social media.

3. **WHEN AN ALL-VIRTUAL PUBLIC MEETING MAY BE AUTHORIZED**

An all-virtual public meeting may be held under the following circumstances:

a. It is impracticable or unsafe to assemble a quorum of the Data Stewards Group in a single location, but a state of emergency has not been declared by the Governor or Board of Supervisors; or

b. Other circumstances warrant the holding of an all-virtual public meeting, including, but not limited to, the convenience of an all-virtual meeting; and

c. The Data Stewards Group has not had more than two all-virtual public meetings, or more than 25 percent of its meetings rounded up to the next whole number, whichever is greater, during the calendar year; and

- d. The Data Stewards Group’s last meeting was not an all-virtual public meeting.

4. **PROCESS TO AUTHORIZE AN ALL-VIRTUAL PUBLIC MEETING**

- a. The Data Stewards Group may schedule its all-virtual public meetings at the same time and using the same procedures used by the Data Stewards Group to set its meetings calendar for the calendar year; or

- b. If the Data Stewards Group wishes to have an all-virtual public meeting on a date not scheduled in advance on its meetings calendar, and an all-virtual public meeting is authorized under Section 3 above, the Data Stewards Group Chair may schedule an all-virtual public meeting provided that any such meeting comports with VFOIA notice requirements.

5. **ALL-VIRTUAL PUBLIC MEETING REQUIREMENTS**

The following applies to any all-virtual public meeting of the Data Stewards Group that is scheduled in conformance with this Policy:

- a. The meeting notice indicates that the public meeting will be all-virtual and the Data Stewards Group will not change the method by which the Data Stewards Group chooses to meet without providing a new meeting notice that comports with VFOIA;

- b. Public access is provided by electronic communication means that allows the public to hear all participating members of the Data Stewards Group

- c. Audio-visual technology, if available, is used to allow the public to see the members of the Data Stewards Group;

- d. A phone number, email address, or other live contact information is provided to the public to alert the Data Stewards Group if electronic transmission of the meeting fails for the public, and if such transmission fails, the Data Stewards Group takes a recess until public access is restored;

- e. A copy of the proposed agenda and all agenda packets (unless exempt) are made available to the public electronically at the same time such materials are provided to the Data Stewards Group

- f. The public is afforded the opportunity to comment through electronic means, including written comments, at meetings where public comment is customarily received; and

- g. There are no more than two members of the Data Stewards Group together in one physical location.

6. **RECORDING IN MINUTES:**

Minutes are taken as required by VFOIA and must include the fact that the meeting was held by electronic communication means and the type of electronic communication means used.

7. **CLOSED SESSION**

If the Data Stewards Group goes into closed session, transmission of the meeting will be suspended until the public body resumes to certify the closed meeting in open session.

8. **STRICT AND UNIFORM APPLICATION OF THIS POLICY**

This Policy shall be applied strictly and uniformly, without exception, to the entire membership, and without regard to the matters that will be considered or voted on at the meeting.