

## **FAMIS Data Committee - Minutes**

Caribe Royal Orlando; Wednesday, September 27, 2006

Members in attendance: Robert Land (Santa Rosa), Chair; Bill Piotrowski (Leon), Alicia Heat (Gateway), Barbara Brannen (Sarasota), Marsha Cole (Duval), Russ Bedell (Alachua), Doug Dillard (Escambia), Bruce Patrou (St. Johns), Lavan Duke/Ruth Jones (DOE)

Visitors: Brad Schuette (Sarasota), George Vensel (Manatee), Barbara Mabire (Escambia)

- 1) Minutes approved with correction to Barbara Brannen (Sarasota) name correction
- 2) Student Alias for SSN
  - a) Recommendation Objectives: the student alias is in addition to SSN, replacing use in programs and reports; batch and real-time update
  - b) Key Points:
    - i) Request that the DOE provide batch and real-time options for new numbers
    - ii) SSN must be used for key by DOE (R. Jones)
    - iii) SSN should not be used wherever possible for reports, data files, portals...
    - iv) Real-time, centralized/statewide, generator/locator via DOE
    - v) All resolutions must occur via school district DB contact
    - vi) Districts continue to have local number generation option where state provided number is not available or not timely; all instances must be resolved
    - vii) Legal name must be used and enforced
  - c) Recommendation: That the State of Florida create and maintain a centralized, comprehensive statewide identity management solution and appropriate policies and guidelines – that these steps are now essential – for students (and staff) if statewide shared data are to be readily available and if identity management is to be adequate and secure. This system should be based upon and include: batch and real-time new and resolved locating of old numbers; not SSN-based (except for validation and where statute-required), active and inactive (long-term) maintenance, confirmed official legal-name based, staffed and managed at DOE/state-level, with reconciliations handled via the district DB contact, must provide a methodology that all districts (large and small) can afford and support.
    - i) Motion: B. Piotrowski; Second: Bruce Patrou
  - d) Agenda and take this recommendation to the Statewide DOE Sunshine Connections Advisory Council (Bill P.). This project represents a model that we all have a vested interest in working; it was recommended by the Committee that it be clarified that FAMIS can be a primary support for data service issues
  - e) Legal council opinion on the use of SSN as a key was discussed (Leon has this question already into legal and will share back).
- 3) Staff Alias Recommendation
  - a) Leave recommendation as is pending DOE reaction
  - b) Student recommendation (batch and real-time, centralized db, see above) could apply to staff id recommendation as well
  - c) DOE/MS Sunshine Connections recommends that a staff ID alias be used within ADS for linking data between staff and other data systems and the user directory information within ADS.
- 4) LOCAL ID OPTIONS: Districts must have a means to generate, immediately, a local ID number assignment option for both staff and student. However, there must be a method to flag local-provided staff or student ID data so that the statewide ID control staff can follow-up on these with the respective school districts.
- 5) Follow-up Items:
  - a) Brad Schuette will write letter to Lavan Duke reflecting FAMIS support for these recommendations
  - b) Bill P. will circulate notes from this meeting for confirmation and corrections for all Data Committee members.
- 6) Meeting adjourned at 8:45 AM; Next meeting at FAMIS, early-morning sessions preferred.