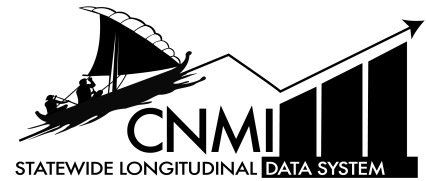


CNMI P20W DATA GOVERNANCE COMMITTEE

CNMI STATE LONGITUDINAL DATA SYSTEM (SLDS)



WORK SESSION MINUTES

Date: July 10, 2025
Venue: Taga Room, Aqua Resort
Time: 9:00 am - 3:30 pm

ATTENDANCE

Northern Marianas College

- ☒ Vilma Reyes DS
- ☐ Clifford Aldan IT
- ☐ Pxy

NMTech Institute

- ☒ Leo Master DS
- ☒ Stephen Sablan IT
- ☐ Pxy

Dept. of Labor

- ☒ Candy Feliciano IT
- ☐ Eugene Tebuteb DS
- ☐ Pxy

Dept. of Finance

- ☒ Ryan Camacho DS
- ☒ Frank Celis IT
- ☐ Pxy

Dept. of Commerce

- ☐ Justin Andrew DS
- ☒ John (JD) Reyes IT
- ☐ Pxy

CNMI PSS

- ☒ Louie Bautista DS
- ☒ Jesse Tenorio IT
- ☐ Pxy

EXECUTIVE LEADERSHIP

- ☐ Dr. Galvin Guerrero NMC
- ☐ Jodina Attao NMTech
- ☐ Leila Staffler DOL
- ☐ Tracy Norita DOF
- ☐ Dr. Lawrence Camacho PSS
- ☐ Remedio Mafnas DOC

UPDATES

1. Geri DelaCruz (SLDS) - Secretary of Commerce Remy Mafnas officially designated Mr. John David (JD) Reyes, Registrar of Corporations, to represent the Department of Commerce in the CNMI P20W Data Governance Committee.
2. Leo Master (NMTech) - NMTech will hold a groundbreaking event for the new campus on Friday, July 11, 2025. The public is invited to this event.

DISCUSSIONS

*P-20W Data Governance Committee Work Session presentation can be viewed at [P-20W DGC Work Session 07.10.2025](#).

1. Data Sharing Agreement (DSA) - SLDS sent to Executive Leadership the revised Data Sharing Agreement to include the requested revisions from the Executive Leadership convening on May 19th. Revisions include:
 - Annual Review of the DSA - Review DSA at least once every 3 years
 - Dispute Resolution - Administrative remedies to be included pursuant to CNMI Administrative Procedures Act

- Memorandum of Agreement (MOU) - Provision in which the MOU governs the DSA - to include parties rights in termination of the partnership.
2. DSA Appendix B (Data Elements List) - This portion of the DSA identifies agency data elements in a consistent format for easier integration, analysis and validation as part of the SLDS and P20W data sharing process.
- Agencies are tasked to submit their ***Payload, Demographics & Metadata*** data elements list.
 - i. This list can be updated or revised during the DSA finalization process, if needed.
 - ii. Deadline to submit the Data Elements List — **August 31, 2025.**
 - Resources:
 - i. eMPowerED PSS Data Elements



- ii. NPRW - Nevada's Data Elements



3. DGC Approved Policies: Now What?

- **Data Transfer Policy** – SLDS will create SOPs necessary for this policy.
- **Data Collection Policy** — Creation of training and implementation plans.
 - i. Subcommittee Composition:
 1. Vilma Reyes (NMC)
 2. Eugene Tebuteb (DOL)
 3. Leo Master (NMTech)
 4. LD Bautista (PSS)
 5. Ryan Camacho (DOF)
 6. Justin Andrew (Dept of Commerce)
- **Data Privacy & Security Policy** — Creation of Standard Operating Procedures in order to create training and implementation plans.
 - i. Subcommittee Composition:
 1. Clif Aldan (NMC)
 2. Candy Feliciano (DOL)
 3. Stephen Sablan (NMTech)
 4. Jesse Tenorio (PSS)
 5. Frank Celis (DOF)
 6. John David (JD) Reyes (Dept. of Commerce)

- Subcommittees each worked on their respective P20W Subcommittee Organization & Development Guide
 - i. [Data Collection Guide](#)
 - ii. [Data Privacy Guide](#)

NEXT STEPS

1. Next Meeting:
 - a. DGC - Thursday, August 7, 2025
 - i. 9am-3:30pm
 - ii. Taga Room, Aqua Resort Club
 - iii. Connection Before Content
 1. AM: Dept. of Labor
 2. PM: Dept of Labor

