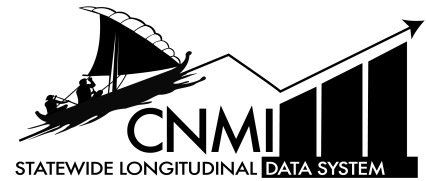


CNMI P20W DATA GOVERNANCE COMMITTEE

CNMI STATE LONGITUDINAL DATA SYSTEM (SLDS)



WORK SESSION MINUTES

Date: June 5, 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
- ☒ Eleuterio Palacios Pxy

Dept. of Commerce

- ☐ Justin Andrew DS
- ☐ 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. Jeaniffer Cubangbang (SLDS) - Received an invitation from Guam to be 1 of 6 participants in the Coleridge initiative to receive training on leveraging K-12 & workforce data to affect today's workforce. Initiative is funded by the Bill & Melinda Gates Foundation. Training will include creating reports and dashboards that relate to our goals.
2. Eugene Tebuteb (DOL) - Dept. of Labor is seeking to fund a survey to determine the minimum work experience requirement from businesses that will aid in job vacancy announcements. Funding is aimed for next fiscal year.

DISCUSSIONS

*P-20W Data Governance Committee Work Session presentation can be viewed at [P-20W DGC Work Session 06.05.2025](#).

1. Executive Leadership Reflections
 - Eugene Tebuteb - Highlighted that having DGC & Executive Leadership together was very effective. Executive Leadership was focused on how to effectuate these policies at their agency.

- Jesse Tenorio - Connection with Executive Leadership was beneficial. Hopefully we can get all the leaders together at the next convening.
- Debrief Notes:
 - i. Executive Leadership enjoyed the presentation with question & answer.
 - ii. DGC showed ownership in the presentation.
- Dr. Annette Pladevega- Sablan (SLDS) - DGC dedicated time during our work sessions (and outside of DGC) to prepare for the presentations and it showed - most especially in the professionalism and confidence shown.

2. Data Transfer Requirements (from each agency)

DATA TRANSFER REQUIREMENTS

Payload

- 1 or more tables of actual data used for research & reporting
- Organized into tables

Demographics

- 1 table of person-level traits
- Data used for identifying and matching people

Metadata

- 1 or more tables that describe the content of the payload or demographics data
- Data about the data

WHAT?

01. Certification
02. Degree Date
03. Income/Wage
04. Business license
05. Unemployment

WHO?

01. Unique ID
02. First Name
03. Last Name
04. Gender
05. Date of Birth

WHY?

01. Where
02. When
03. How
04. Why
05. About

DATA GOVERNANCE

A COLLABORATIVE MOVEMENT FOR A DATA-INFORMED CNMI

Payload

Commerce

- Wage trends
- List of post-secondary Institutions
- Business license data
- Sector based earnings

Finance

- Business license data
- Industry tax data
- Wage records by SOC
- Employment status by wage record

Labor

- Job vacancies
- Soc codes
- Wages
- WIA employment

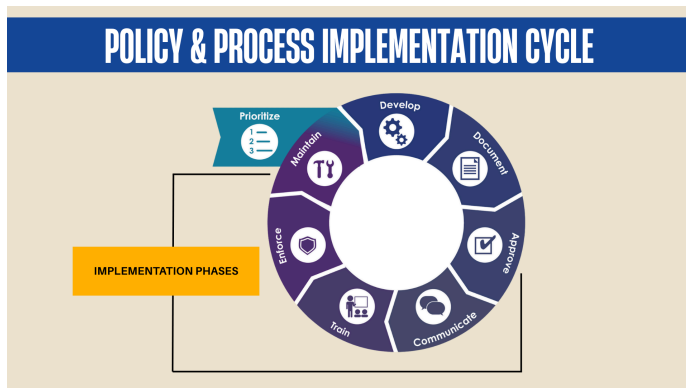
NMC

- Graduates by program
- Graduates by cohort
- Credential level
- Admission/Enrollment
- Placement test scores
- Degree type
- Remediation/Completion
- Cost per program

NMTech

- Graduates by program
- Credential level
- Admission/Enrollment
- Certification
- Remediation/Completion
- Cost per program

3. Policy Implementation Phases



IMPLEMENTATION PHASES

TRAIN

- Ensure that individuals within (and outside) responsible for carrying out the policy/process **understand the purpose and responsibility in implementation.**
- Train via **in-person training** sessions, **webinars** and **printed or digital materials.**

ENFORCE

- Determine who will **enforce, monitor compliance** and **address problems** with implementation.
- Designate an implementation lead.

MAINTAIN

- Establish a practice for periodic review to **evaluation effectiveness & relevance.**
- Identify **areas for improvement**
- Revise as necessary

IMPLEMENTATION PHASES



APPROVE

- Determine **who** approves policy/process at your agency.

COMMUNICATE

- Identify stakeholders within (and outside) your agency that is **affected by the policy/process**.
- Communicate purpose and accessibility.
- Release policy/process via **different mechanisms** (email, website, newsletter)
- Describe need for policy/process and **emphasize benefits**.

4. Policy Agency Self Assessment

- Agency assessments were done by for each policy approved (Data Collection and Data Privacy & Security)
- Assessments can be found on the shared drive: 📁 Policy Implementation Assessment

NEXT STEPS

1. Next Meeting:

- a. DGC - Thursday, July 10, 2025
 - i. 9am-3:30pm
 - ii. Taga Room, Aqua Resort
 - iii. Connection Before Content
 1. AM: Dept of Finance
 2. PM: NMC

