Data Management and Ownership Working Group

Objective: Define, document, and provide governance on how data in GenAI systems will be collected, used, stored, and shared.

Deliverables:

- Define data ownership, classification, and readiness for GenAI state systems.
- Provide guidance to help safeguard state and citizen data/resources in the context of GenAI development.

Focus Areas:

- Data Ownership and Classification
  - Establish clear guidelines on data ownership, determining who has rights over data generated, collected, or processed by GenAI systems for public data, state data, and third-party data.
  - Develop a data classification framework to categorize data based on sensitivity, confidentiality, and intended use.
  - Define roles and responsibilities for data stewardship within state agencies, ensuring accountability for data management practices.

- Data Readiness
  - Establish standards and procedures to ensure the accuracy and reliability of data used in GenAI systems including data validation and cleansing, data lineage, and data audits.
  - Define guidelines for integrating data from various sources, including data sharing between government agencies and external entities for use with GenAI models across combined data.

- Data Storage
  - Identify secure storage guidelines and solutions for data, including cloud and on-premises solutions.
  - Discuss data retention policies and the appropriate timeframe for storing data.

- Data Security and Privacy
  - Evaluate and recommend cybersecurity best practices to protect stored data.
  - Develop and enforce security and privacy policies that govern how data is collected, used, and shared, emphasizing consent and transparency.
  - Utilize data anonymization and pseudonymization techniques to safeguard personal information while balancing privacy with data utility.

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Executive Order 738 Objectives

- Understand current uses of GenAI in state executive-branch agencies.

- Encourage the responsible and effective use of GenAI in state executive-branch agencies.

- Study, evaluate, and develop policy and administrative recommendations related to the responsible deployment of GenAI in state government.

- Data Management: Outline how AI data will be collected, stored, used, and shared.

- Report the results of any GenAI pilot project to the Secretary of Information Technology or his designee.

- Additional recommendations for further executive action or legislation.