

Department of Homeland Security
2017 Annual Computer Matching Agreement Activity Report
(Part 1 of 2)

I. Name and Address of Reporting Agency

Department of Homeland Security Privacy Office
245 Murray Lane, Mail Stop 0655
Washington, D.C. 20528-0655

II. Data Integrity Board (DIB) Members

Pursuant to the statutory requirements of 5 U.S.C. § 552a(o), (u), during all or part of calendar year 2017, the following individuals oversaw the review and acceptance of Computer Matching Agreements as members of the Department of Homeland Security Data Integrity Board:

Philip S. Kaplan – Chief Privacy Officer (Data Integrity Board Chairperson)

John V. Kelly, Acting Inspector General (see also Section VI below)

Pursuant to DHS Directive 262-01, the following members have been designated by the Chief Privacy Officer as members of the Data Integrity Board:

Cameron Quinn – Officer for Civil Rights and Civil Liberties (CRCL)

John Zangardi – DHS Chief Information Officer (CIO)

James McCament -- Deputy Director for United States Citizenship and Immigration Services (USCIS) (see also Section VI below)

Daniel Kaniewski – Acting Deputy Administrator for Federal Emergency Management Agency (FEMA)

Amber Smith – Acting Assistant Director for U.S. Immigration and Customs Enforcement (ICE) Information Governance and Privacy (IGP)

III. Counsel to the DIB

Alexander Wood – Attorney-Advisor (Privacy) Legal Counsel Division, DHS Office of the General Counsel

IV. Executive Director of the DIB

Lara Ballard – Senior Director, Information-Sharing, Safeguarding and Security, Office of Privacy

V. Secretary to the DIB

Jonathan R. Cantor
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Department of Homeland Security Privacy Office

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VI. Explanation of Changes in Board Membership or Structure

Since the last Annual Report, the DIB's membership has changed, but the organizational structure remains the same.

- 1) Philip S. ("Sam") Kaplan was appointed the Chief Privacy Officer on July 24, 2017, replacing Jonathan R. Cantor as Acting Chief Privacy Officer. Mr. Cantor remains as Deputy Chief Privacy Officer and Secretary to the DIB.
- 2) Lara Ballard replaced Lindsay Vogel as Executive Director of the DIB in May 2017.
- 3) Cameron Quinn was appointed Officer for Civil Rights and Civil Liberties on September 20, 2017.
- 4) Daniel Kaniewski replaced David Grant as the FEMA DIB Member in September 2017.
- 5) Tracy Renaud has replaced James McCament as the USCIS DIB Member, effective March 2018.
- 6) Acting Inspector General John Kelly replaced Inspector General John Roth on December 1, 2017.
- 7) Amber Smith has replaced Daniel Ragsdale as the ICE DIB Member, by formal delegation signed May 25, 2017.

VII. Rejected Agreements

None.

VIII. Violations

None.

IX. Cost Benefit Analysis Requirements

A. The Process:

The DHS DIB is very involved with all aspects of the Computer Matching Agreement (CMA) and Cost Benefit Analysis (CBA) approval process. The DIB analyzes key elements of the CBA to provide more assurance that the DHS CMAs are a cost effective use of resources.

The DHS DIB requires a favorable cost-benefit ratio for all approved matches. The DHS DIB identifies and estimate the avoidance of future improper payments and identifies an estimate of the recovery of improper payments and debts.

Benefits analyzed include the collection of money owed to an agency, reduction in paperwork, and personnel-hours saved via process automation. Costs analyzed include personnel costs (such as

salary or fringe benefits and additional staff time dedicated to the matching program), and computer costs (such as the cost of maintaining and using computers for the matching program).

Each CMA and associated CBA is distributed electronically to all DIB members who review and submit any questions or concerns, before finally submitting their vote. All votes and associated questions or concerns are stored with all drafts of each CMA for future verification. Each CMA goes through several drafts until each DIB member's questions or concerns are resolved. Ultimately, a majority vote rules.

B. Waivers:

None.

X. Adherence to Terms of the Agreement

The DHS DIB conducted an Annual Review on December 7, 2017, in order to ensure that DHS and the partner agency in each respective CMA continue to adhere to the requirements set out in the CMAs. The agencies are engaged in the matching programs pursuant to the respective mandates of each CMA's associated statutory requirements, as laid out in the CMA Annual Report chart below.

XI. Litigation

None

XII. Inaccurate Records

None

XIII. Links to DHS CMAs

[Agreement 1: DHS and the Social Security Administration](#)

[Agreement 2: FEMA and the U.S. Small Business Administration](#)

[Agreement 3: USCIS and the Centers for Medicare and Medicaid Services](#)

[Agreement 4: USCIS and the California Department of Social Services](#)

[Agreement 5: USCIS and the California Department of Health Care Services](#)

[Agreement 6: USCIS and the Texas Workforce Commission](#)

[Agreement 7: USCIS and the Massachusetts Department of Unemployment Assistance](#)

[Agreement 8: USCIS and the New York State Department of Labor](#)

[Agreement 9: USCIS and the New Jersey Department of Labor and Workforce Development](#)

[Agreement 10: USCIS and the U.S. Department of Education, April 17, 2017](#)

[Agreement 11: FEMA and the U.S. Department of Housing and Urban Development](#)

For Federal Register Notices, see <https://www.dhs.gov/computer-matching-programs>

