

July 29

You said:

please search my tasks for  
anything related to training

*Copilot said:*

**Copilot**

I found several tasks related to training for you:

1. **Training Data Recommendation DRAFT 7-21-2025:** This document is a draft recommendation from the Washington State Artificial Intelligence Task Force. It discusses the importance of training data in AI services, emphasizing the need for quality, quantity, and diversity in training data to ensure reliable and unbiased AI models
2. **Cybersecurity Training:** Starting July 14, 2025, all employees will receive an email from the Washington State Learning Center with instructions for completing the annual cybersecurity awareness training. This training covers key topics such as information security fundamentals, email-based threats, social engineering tactics, and proper data handling and reporting procedures

3. **Interview Training for All of SAO:** This training is available on demand and aims to improve the interview skills of auditors. It was mentioned during a PALT working meeting and is accessible via a provided link

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4. **IT Security Awareness Training:** There was a recent query about confirming the completion of IT Security Awareness training for Principal auditors. The training coordinator provided guidance on how to check the training status using the manager tab

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5. **State Training Matrix:** There was a request for a copy of the state training matrix during an Audit Director's Meeting. The matrix is available on the HR page

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Would you like more details on any of these tasks or need help with something else?

Sources

Citations

1

Training Data Recommendation DRAFT 7-21-2025

Ishizuka, Yuki (ATG) modified on 7/21/2025

Commented [SF1]: These are documents that Copilot accessed on its own to generate the results.

**2**

**-- Information Services and Security**

Conversation with SAO-All

**3**

**Update - Cybersecurity Training**

Sent on Jul 15, 8:46 AM

Maynard, Julie (SAO) To SAO DL All Staff

**4**

**Interview training for all of SAO**

Sent on Jun 18, 5:23 PM

Garretson, Lori (SAO) To Stowe, Justin (SAO), Frank, Scott (SAO) + 7 others

**5**

**RE: IT Security Awareness Training Question...**

Sent on Jul 28, 11:18 AM

SAO Training To Stowe, Justin (SAO)

**6**

**Audit Director's Meeting**

Conversation with Gillis, Jeana (SAO) and 5 others

**More**

**-- Information Services and Security**

Conversation with SAO-All

**PALT (Private)**

Conversation with SAO-Performance Audit

**Frank, Scott (SAO) in chat**

Conversation with Stowe, Justin (SAO)

**Team Building**

Conversation with Peterson, Sonia (SAO) and 36 others

**PALT (Private)**

Conversation with SAO-Performance Audit

**Stowe, Justin (SAO) in chat**

Conversation with Frank, Scott (SAO)

**Team Building**

Conversation with Peterson, Sonia (SAO) and 35 others

**Digital Equity - PFR 2.0**

Conversation with Anderson, Patrick (SAO) and 9 others

**RE: Error in my training profile**

Sent on Jul 15, 12:38 PM

Frank, Scott (SAO) To SAO Training

**Coming soon: Cybersecurity Training – Starts July 14**

Sent on Jul 10, 2:14 PM

SAO IT Security To SAO DL All Staff

**RE: SANS Voucher request - need to purchase training using a voucher ensuring you have credit card allowance**

Sent on Jul 16, 4:42 PM

Laska, Erin (SAO) To Bodin, Peggy (SAO), Franklin, Joseph (SAO), Frank, Scott (SAO)

**RE: Training Clarification**

Sent on Jun 23, 8:22 AM

Frank, Scott (SAO) To Maynard, Julie (SAO)

**Coming Soon: ALGA Regional Training Opportunities Near You**

Sent on Jul 17, 3:41 PM

ALGA Member Services To Frank, Scott (SAO)

**Mark Your Calendar: Trainings Coming Soon!**

Sent on Jul 24, 1:44 PM

ALGA Member Services To Frank, Scott (SAO)

**Washington State Annual IT Security Training Update**

Sent on Jul 18, 10:39 AM

SAO IT Security To SAO DL All Staff

**Cybersecurity Task Force Charter - 3-6-2025 update**

Woelfle, Scott (SAO) modified on 3/6/2025

**Training Data Recommendation DRAFT 7-9-2025**

Ishizuka, Yuki (ATG) modified on 7/9/2025

#### **Cybersecurity Task Force Charter - retired 3-6-2025**

Mann, Daniel (SAO) modified on 3/24/2022

#### **ITLT Calendar 1**

Last edited 7/8/2025

**RCW 42.56.250(i)(i) Workplan\_July\_2025**

**Commented [SF2]:** Name to be redacted. AI can provide the exemption.

Clark, Joseph (SAO) modified on 7/22/2025

#### **CJTC Preliminary Scoping Memo-Final**

Bilobran, Olha (SAO) modified on 2/11/2025

#### **2015.09.15 - Outlook Training Agenda**

Scott Frank modified on 9/15/2015

#### **Goal 4 strategy**

Frank, Scott (SAO) modified on 7/24/2025

## 2015.09.15 - Outlook Training Agenda

Scott Frank modified on 9/15/2015

You said:

search my tasks for anything that  
requires me to schedule a meeting

Copilot said:

### Copilot

I found several tasks that require you to schedule a meeting:

1. **Using Whistleblower PRR Exemption for Performance Audit:** You need to schedule a 30-minute meeting with several people to discuss using the whistleblower program's public records exemption to protect program staff who spoke with you as part of a current performance audit. The meeting is important but not incredibly time-sensitive, so any time in the next month should work
2. **CI QCR - Ready to Schedule Meeting with the Team:** You need to schedule a meeting to discuss the CI QCR. Scott Woelfle mentioned that finding longer blocks of time on calendars is challenging, but Joseph can help you find times that are currently occupied but could be freed up

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3. **Production Schedule Changes:** You need to review the new dates for the production schedule changes for two audits and ensure no further adjustments are needed by COB this Friday (7/18) for team vacations

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4. **Trafficking Awareness Final Scoping Memo Meeting:** You need to schedule a meeting to discuss the final scoping memo for the human trafficking awareness team. The team has requested to skip the formal meeting and submit the memo to you and Justin for comments instead

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Would you like more details on any of these tasks or need help with something else?

#### **Citations**

1

**RE: Need a Meeting Scheduled - Using Whistleblower PRR Exemption for Performance Audit - by end of May**

Sent on Apr 10, 1:59 PM

Frank, Scott (SAO) To Franklin, Joseph (SAO)

2

**RE: CI QCR - Ready to Schedule Meeting with the Team**

Sent on May 7, 3:59 PM

Frank, Scott (SAO) To Woelfle, Scott (SAO)



**3**

**Production Schedule Changes**

Sent on Jul 14, 12:06 PM

Stowe, Justin (SAO) To Cameron, Laura (SAO)

**4**

**RE: Response needed: Trafficking Awareness final scoping memo meeting**

Sent on Jul 11, 10:21 AM

Frank, Scott (SAO) To Wright, William (SAO)

**More**

**Digital Equity - PFR 2.0**

Conversation with Anderson, Patrick (SAO) and 9 others

**Stowe, Justin (SAO) in chat**

Conversation with Frank, Scott (SAO)

**RE: AI Task Force 2025 Schedule**

Sent on Jun 13, 5:16 AM

Frank, Scott (SAO) To Hassan, Sumayo (ATG)

**RE: Semi-Annual Project Pipeline Meeting**

Sent on Jul 21, 9:47 AM

Reed, Richelle (SAO) To Frank, Scott (SAO), Bodin, Peggy (SAO), Stowe, Justin (SAO)

**RE: Proposed Quarterly Meeting Schedule**

Sent on Mar 6, 12:43 PM

Stowe, Justin (SAO) To Thomas, Eric (LEG)

**RE: Please confirm your items and scheduled time for upcoming PA Staff Meeting**

Sent on May 12, 12:52 PM

Frank, Scott (SAO) To Monaghan, Sohara (SAO)

**Requesting Meeting with Pat to Finalize the PA Workplan**

Sent on Jun 25, 9:22 AM

Frank, Scott (SAO) To Blair, Teri (SAO)

**RE: Scheduling a non-urgent meeting RE: PA's and GOV office**

Sent on Mar 27, 2:43 PM

Frank, Scott (SAO) To Nelson, Scott (SAO)

**Team\_IT\_Audit\_AD\_Handbook**

Bodin, Peggy (SAO) modified on 7/10/2025

**2019.05.07 - Effective Meetings**

Frank, Scott (SAO) modified on 5/7/2019

**Performance Audit Procedures - A06 Reporting and A07 Post-Issuance**

Last edited 7/3/2025 by Schmidt, Carly (SAO)

## **Performance Audit Procedures - A04 Scoping and Planning**

Last edited 7/3/2025 by Schmidt, Carly (SAO)

## **Travel-Guide**

Last edited 2/28/2025 by Wilson, Raylene (SAO)

## **Records-Management**

Last edited 2/18/2025 by Wilson, Raylene (SAO)

## **03 - Director Review Meeting Changes (ToCom)**

Stowe, Justin (SAO) modified on 12/13/2024

## **Performance Audit Procedures - A01 General and Audit Selection**

Last edited 1/7/2025 by Schmidt, Carly (SAO)

## **Production Schedule\_Markup**

Frank, Scott (SAO) modified on 8/14/2020

## **Senior-Principal WP Review Pain Points**

Anderson, Patrick (SAO) modified on 7/28/2025