

Open Data Advisory Panel

MINUTES April 21, 2015

Held at:

**Capitol
Room 310
300 Capitol Avenue
Hartford, Connecticut 06106**

***Members IN ATTENDANCE:* Tyler Kleykamp (Chair), Christopher Brechlin, Bennett Pudlin, Robert Santy, Dr. Jane Horvath, Dr. Lisa Dierker, Dean Myshrall, Steve Anderson**

Members of the public

- **Welcome/Remarks from the Chair:**
 - Meeting opens at 10:08 a.m.
 - Welcome by Chair Tyler Kleykamp, to the third Open Data Advisory Panel
 - ***Draft*** of CT data Connecticut Open Data Policy handed out to panel

- **Introductions:**
 - Introductions by members of the Panel

- **Review of Previous Meeting Minutes:**
 - No Motion to amend or add to minutes from October 21, 2014
 - Minutes accepted as final version

- **Connecticut's Open Data Policy:**
 - Connecticut Open Data Portal Enhancements Policy discussion
 - Set main goals then clarify moving forward is the idea behind the Policy
 - Amendments and corrections can always be made to the Policy
 - Sec 1.0 Definitions
 - Sec. 2.0 Introduction
 - Sec. 2.3 Legal Considerations

Intent of this statute is to enable and encourage panel, this is the reason the focus is on FOIA. Also need to be explicate that this domain is “Public Domain”

○ **Sec. 3.0 Open Data Policy Requirements**

- Sec. 3.1 General Requirements, 2nd bullet down to amend/add 3.2 and 3.3 must be posted or discoverable as Open Data.
3.1 explains difference between posted and discoverable. Discoverable means even if it doesn't fit in the portal, should be knowledge that the data exists.
Last bullet of this section flip/move this bullet up
- Sec. 3.2 Open Data Criteria and Assessment Requirements
Amendment to last bullet to “The Chief Data Officer *shall* review the Open Data Assessment on a schedule to be announced
- Sec. 3.3 Additional Requirements
Last bullet would conflict with Executive Order if wording was changed TO “*shall*” Bennett would like to come back and have more of a discussion on this at some point.

Question by Lisa Dierker, as things continue to improve or change, would things be archived or would it be an actual change of information?

- 3.3 last bullet corrected to remove “*not*”

○ **Sec. 4.0 Governance and Oversight**

Not significantly different from Executive Order

- 4.1 Agency Data Officer

First paragraph amended to “Responsible for *ensuring* the sharing of State data

Second paragraph amended to add “will act as an *initial* point of contact

- 4.2 Agency Data Stewards (ADS)
Last two sentences amended. First, to remove *Each major agency business shall designate a Data Steward*. Second, *Each Data Steward shall be accountable to the ADO for the implementation and compliance with the ODP*.

○ **Sec. 5.0 State Data Standards**

- 5.2 Data Set Publishing – Tyler Kleykamp clarifies intent of paragraph , clarifies what “initial data” means
3rd paragraph to correct and amend “*aggregated*”

Add space starting at Metadata. Further, last sentence corrected to add make *them* consistent with existing communities of practice or use cases.

- 5.3 Maintenance
- 5.4 Ownership & Responsibility

Changes will be made to the Policy and sent to the Panel.

➤ **Open Panel discussion**

➤ **Agenda Amended** to include brief by Dean Myshrall & Matt Shea on Open Data and Pilotfish.

➤ **Data Release Priorities**

- Socrata rolling out and a new function will be turned on April 23rd. Idea is to offer multiple visuals while still having access to Data

➤ **Wrap Up and Next Steps**

- Meetings will be held quarterly. Poll will be sent to Panel for next meeting date options.

Meeting adjourned -