



Open Data Governance Committee Minutes

April 3, 2017

Attending: Eric Jones, Jeff Peterson, Jeff McReynolds, Steve Henderson, Tom Casady, Eric Jackson, Elizibeth Elliott, Lisa Pytlik Zillig, Todd Wiltgen, Matt Waite.

Not attending: Zach Pluhacek, Leirion Gaylor Baird, Raju Kakarlapudi, Ryan Axmann, Lori Seibel, Steve Miller, Jullee Hector, David Young, Lana Tolbert.

The meeting came to order at 4:00 PM

Tom Casady recapped the public launch of the City's open data portal, lincoln.ne.gov, which occurred on March 22, 2017. Several governance committee members attended. Tom also provided the latest Google Analytics data about website sessions and page views. Tom and Jeff McReynolds provided several examples of situations in the past two weeks where open data was used both internally by City staff and by external users. Several new datasets have been added, bringing the current total to 113 datasets, resources, or documents available on the site.

Steve Henderson reported on the work of the Data Inventory and Prioritization committee. The committee is working on a decision framework to aid in the prioritization of datasets. The framework lays out three broad categories: data that supports 1) local democracy; 2) financial transparency; and, 3) health, safety, and welfare.

Jeff McReynolds reported on the Open Data Website committee. The committee has been developing a workflow document, designed to describe a standard process for adding data to the website. Among the issues under discussion are a workflow, naming standards, guidelines on organizing data. The committee is considering the merits of data hosted by ESRI vs. data hosted on the City's own servers. Jeff mentioned the need to make sure that content is on a stable platform, such as images that should be hosted on the City's infrastructure. Jeff mentioned that the launch of the open data website has already resulted in the City eliminating two ftp servers, as the data previously available from these servers is now available on the open data site. Matt noted that this would represent a cost savings, that could be quantified.

Jeff Peterson reported on the Metadata committee. The committee has developed a form to serve as a template for what "data about the data" needs to be collected and maintained about datasets. Liz Elliott asked about how these forms would be archived, in light of records retention requirements. Jeff indicated that the form was basically a template for collecting the information that would subsequently be added to the metadata description in the ESRI platform, and maintained electronically therein. Lisa mentioned a resource for best practices in metadata for social sciences, ICPSR, the Interuniversity Consortium for Political and Social Research. Matt suggested that if the metadata fields available in ESRI do not match the elements that the



Open Data Governance Committee Minutes

April 3, 2017

committee suggests be attached to each dataset, that a standard format for incorporating those elements in the narrative description field would be one way of ensuring that they were consistently captured. Matt indicated that one of the components he would like to see in the metadata is a description of known limitations.

Lisa Pytlik Zillig reported on the Public Engagement committee. The committee has held two meetings, and has been discussing who to engage, what to engage them about, and how to engage potential users and stakeholders. Lisa provided a list of potential stakeholders and users, including business, academia, students, city staff, neighborhoods, and others. The committee has been considering the potential of either a series of small group events, or a larger event such as a “hackathon/data dive” to market Lincoln’s open data, create greater interest in open data, and gather information about how we can improve. The committee has discussed the desire to gather information about what kinds of data people would like to see, how that data can be made most useable, how it should be arranged. Todd felt that a data dive type event where attendees were presented with a task or a problem to solve would be productive. Eric Jackson suggested that a survey might be productive for gathering such information.

There was discussion about licensing datasets. Jeff described licensing available from Creative Commons. Tom told the group about the two “most open” licensing levels: CC0 (public domain), and Creative Commons attribution—which allows users to use, share, and adapt the data, so long as appropriate credit is given to the provider. Matt noted that the city council resolution specifies “license-free” but expressed the opinion that some form of licensing would be wise to protect the City from potential liability for a third party’s use of the data.

Tom reported on the City’s attendance at the What Works Cities 2017 Summit last week, along with Raju and Rick Hoppe. The summit brought together people from 77 other cities working on open data and performance management. Lincoln was highlighted in the opening plenary session, and WWC intends to write a story about our process, which has apparently stood out due to the speed with which we have launched LNKstat and open data. Tom noted that he examined several other cities’ open data sites, and that Lincoln’s appears to be in a good spot by comparison. He also mentioned that he was intrigued by one speaker who advocated a “tactical engagement strategy,” asking the public to solve a specific municipal problem, or build a helpful application or tool to address a particular need. The Sunshine Foundation has recently published



Open Data Governance Committee Minutes

April 3, 2017

an open data tactical engagement guide, and Lisa has a copy of that for use by the Public Engagement committee.

The next meeting date was discussed, and Tom suggested about six weeks as a target. The meeting adjourned at 5:00 PM.