

**Open Data Advisory Group
February 21, 2019 Meeting Minutes**

Introduction

A meeting of the Open Data Advisory Group (ODAG) was held on Feb 21, 2019 from 6:30-8: 00 p.m. at 2100 Clarendon Blvd., Room 600. The following Members and County Staff were in attendance:

Members

Duke Banks
Afua Bruce (Acting Chair)
Alyssa Doom
Jesse Emery
Elizabeth Grossman
Christopher Hedrick
Jon Huntley
David Husband

County Staff Liaisons

Richard Archambault
David Herlihy
Jaime Lees (Staff Liaison)
Katie Pegoraro

Summary of Discussion Topics

- **Introductions**
- **County open data focus in coming year**
- **Privacy recommendations next steps**
- **ODAG scope, membership**

Administrative Updates

Introductions

The County Manager appointed one new ODAG member – Jon Huntley – who was introduced and welcomed to the membership.

County open data focus in coming year

The Staff Liaison presented two priorities – the next phase of the Arlington Wallet financial data publication and the development of a data privacy policy – that will be the focus of County staff efforts in the coming year. She explained the focus was due, in part, to the input of ODAG and other community members as well as the limited resources available to work on multiple open data priorities simultaneously.

Members asked whether the proposed budget would have an impact on the open data program. The proposed budget, if approved by the County Board, will reduce the resources available for open data program development and maintenance. Member David Husband attended the March 6 County Manager’s Budget Briefing and will provide feedback to the ODAG.

Data Privacy

The Acting Chair asked what next steps the Data Privacy sub-group expects to pursue. The sub-group reported that the recommendations as drafted need ODAG approval prior to submission to the County Manager and that previous efforts to obtain review and approval had stalled. The Staff Liaison will send out the recommendation drafts again. Members Elizabeth Grossman and Jon Huntley, as well as Staff Liaison Jaime Lees are joining the sub-group (current members: Alyssa Doom, Christopher Hedrick, David Husband). Next steps include reviewing

existing jurisdictional and commercial data privacy policies for relevance to Arlington and to identify and document the primary components of a data privacy policy.

ODAG – Scope, Membership, Chair

The Acting Chair noted that most members' terms will expire in June 2019. She asked members to contact the Staff Liaison if they wished to renew their term. The group discussed the criteria for membership. In addition to personal and/or professional experience with/exposure to open data, the Group felt members should be required to substantively contribute through meeting attendance, participate with a sub-group and/or perform document review and other offline contributions. Members who have not attended any or just one ODAG meeting since June 2017 will not be renewed.

In discussing the ODAG charge from the County Manager, it was noted by several members that much has changed and developed since the original charge, and there are many directions in which the ODAG could go. The Staff Liaison noted ODAG input will be needed in the development and approval of a data privacy policy. Members felt the Chair was the best person to drive the direction of the Group and that perhaps an appointed Chair could serve a one-year term to minimize the time contribution required and encourage new ideas from new Chairs.

Selection options for identifying a new Chair were discussed. The Group settled on a nomination process in which any Member can self-nominate or nominate another Member to serve as Chair. Nominations will be accepted until a certain date, after which nominees will be contacted to confirm their willingness and availability to serve, and then the slate of nominees will be sent out to Members for a vote. The Chair will be selected and in place before the next ODAG meeting in May.

Member Duke Banks added it would be helpful if the new Chair could participate in a May 7 Civic Federation meeting at which the County's open data progress and plans and the ODAG's role could be presented.