



<p style="text-align: center;">Open Government Committee Minutes December 5, 2016</p> <p style="text-align: right;">10:30 a.m. – 12:00 p.m. City Hall, 9th Floor West Tower Large Boardroom</p>		
Chair	<i>Ulli Watkiss</i>	
Members	Bikram Chawla, Lan Nguyen, Casey Brendon, Shirley MacPherson, Kimberly Baines (for Jackie DeSouza), John Humphries (for Mathew Chrysdale), Daphne Gaby Donaldson, Ian Duke, Daniel Fusca, Harvey Low, John Schaffter, Meg Shields, Fiona Murray (for Peter Notaro)	
Guests		
Regrets	Daniel Fusca, Alex Mozo (for Rob Rossini), Daphne Gaby Donaldson, John Humphries (for Mathew Chrysdale), Meg Shields, Fiona Murray (for Peter Notaro)	
Support	Adam Mock, Rob Candy, Donna Saleh, Robert Ambra	
Agenda Topics	Lead	Key Points / Actions
Review of October 24, 2016 Meeting Minutes	Ulli Watkiss	The Committee approved the Minutes for the October 24, 2016 committee meeting.
Open Government Updates  backgroundfile-98501.pdf	Rob Candy	Report to Executive Committee Rob Candy provided a summary of the Open Data Strategic Plan Progress Report that was given to the Executive Committee on December 1, 2016 (attached). Highlights included: <ul style="list-style-type: none"> • Application developers looking for APIs to deliver apps which will significantly reduce efforts for developers to interface with the City. • Large public demand for open data, however, the public has limited ability to find, access and understand posted data sets. More engagement with public is required to ensure more effective public participation in Open Data and to address demands for new data. • There has been sporadic City Wide support for Open Data: not all divisions have engaged and given Open Data support.

		<ul style="list-style-type: none"> • Data governance work has been undertaken: will review other cities' standards to help finalize CoT Open Data standards. • An Open Data Committee has been established. • The I&T Division will take the lead in developing the strategic plan in collaboration with City Clerk's Office and the Open Data Committee. • Direction given by Committee that Rob Rossini and Rob Meikle report to the April 19, 2017 Executive Committee meeting with an up-to-date Progress Report on the Open Data Strategic plan and to report to the June 19, 2017 Executive Committee meeting with a definitive assessment with tangible results and firm delivery commitments. <p>Other updates</p> <ul style="list-style-type: none"> • Open Data supervisor has been hired by I&T Division and will start in January 2017. • Chief Transformation Officer for CoT will be coming aboard – unsure of the direction this CTO will bring regarding Open Data strategy at CoT. <p>Action Items:</p> <ul style="list-style-type: none"> • Rob to provide Terms of Reference for Open Data Committee to Open Government Committee members. • Lan to update the Open Government Committee on how they will be creating the Open Data Strategic Plan and how the Open Government Committee can assist with the creation of this plan.
<p>2017 OGC workplan</p>  <p>2017 Draft Work Plan - 12022016.ppt</p>	<p>Rob Candy</p>	<p>Many of the Open Government Committee 2016 workplan goals were accomplished including the review of several policies, the endorsement of 12 Open Government Performance Measures, and the publication of an Open Government Progress report</p> <ul style="list-style-type: none"> • Open Government Committee draft 2017 Work Plan Priority Themes were presented (see attached for details): <ul style="list-style-type: none"> ○ Public Engagement - Open spaces event, surveys, taking committee outside of CH – including potentially with students (e.g. U of T, Ryerson) and OPS for the survey and open spaces event ○ Academic Survey – A winter term practicum student (from U of T's iSchool) is under consideration – to facilitate an academic survey on Open Government (using the same questions as 2015's Public and Staff surveys). ○ Economic Benefits – Potential invitation to Rahaf Harfoush (from President Obama's team) who is presenting in Toronto in February at Economic

		<p>Developers Council about Big Data and Leadership, to give the same presentation for Open Government Committee. Invitation to Open Data 500 to give a presentation on how Canadian companies are using open data.</p> <ul style="list-style-type: none"> ○ Transparency (Duty to Document training, Open Data Training, Open Procurement Initiative). City Clerk's Office will work in partnership with IPC on how to improve training for Duty to Document. Need for more Open Data staff training (ELI, workshops, lunch and learns) in 2017. PMMD to provide an update on Open Procurement. <p>Ideas from Committee Members for 2017 Workplan</p> <ul style="list-style-type: none"> • Engagement on data information and convergence (staff workshop) – find examples that can be shared across City divisions so Open Government can seem 'real' and how divisions can be positively impacted/benefit from Open Data. • Undertake a concerted effort to better understand and capture what other divisions are doing with Open Data (e.g. establish a database to help track progress towards achieving City objective). Allow data to be shared and tracked by 'demand' (ask) but not necessarily through the Open Data portal. • If data quality can be confirmed, allow other non-I&T Divisions such as S DFA (Wellbeing) to upload data sets (not having to go through/utilize I&T resources) for public use. • Partner with other organizations that have open government initiatives or release Open Data (e.g. St. Michael's Hospital) to learn how they went about it and discuss best practices. • Consider establishing a toolkit to guide divisions with including open government in their divisional operations. • Communication plan for Open Government needed. <p>Action Item:</p> <ul style="list-style-type: none"> • All members to give the items above more thought and fine-tune them in preparation for our next meeting, as workplan discussions will resume.
<p>Open Government Membership and Roles</p>	<p>Rob Candy</p>	<p>Ideas were discussed for improving membership participation in Open Government Committee activities. This needs further discussion at next meeting, to ensure commitment, engagement to drive things forward.</p> <ul style="list-style-type: none"> • Communication: communication pressers that would help Committee members communicate OG initiatives.

- Membership Reset/re-alignment –Consider rotation of members but runs risk of losing enthusiastic members.
- Presentations: more presentations from divisions would be beneficial to the Open Government Committee. Presentations to OGC must relate to "Why OGC needs to know this" and "How can OGC help".
- Locality: Consider holding 2017 OGC meetings in other Divisions' boardrooms to improve communication, marketing and optics.
- Leadership: Leverage OGC member leadership to help set agenda and ensure agenda items are feasible.

Action Item:

- All members to give the items above more thought and fine-tune them in preparation for our next meeting, as membership/roles discussions will resume.

Next meeting: TBD: LOCATION: City Hall, 9th Floor West Tower Large Boardroom

- Continue with Monday morning OG meetings (time works for Committee members)

Action Item:

- Set up 2017 meeting schedule – Donna Saleh