

# Baltimore City Open Data Report 2018

*BALTIMORE RUNS ON DATA*

To: The Honorable President and  
Members of the City Council  
From: Tracy McKee, Chief Data Officer  
Date: June 22, 2018  
Subj: Final Report Pursuant to CCB-- 16-0615  
(Baltimore Open Data Policy)

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## Table of Contents

### [I. Progress Towards Goals of Open Data Program](#)

#### [Program Implementation and Governance](#)

##### [Chief Data Officer](#)

##### [Open Data Coordinators \(ODCs\)](#)

##### [Open Data Advisory Group \(ODAG\)](#)

##### [Open Data Portal](#)

### [II. Assessment of Agency Compliance](#)

### [III. List of Datasets on the Open Data Portal](#)

### [IV. Data Publishing Plan for 2018-2019](#)

### [IV. Key Recommendations](#)

## [APPENDICES](#)

#### [Appendix A. Section 9.9 of City Council Bill 16-0615](#)

#### [Appendix B. Current Open Baltimore Inventory Summary as of June 8, 2018](#)

# I. Progress Towards Goals of Open Data Program

Baltimore is one of the first cities in the country to develop a sustained and comprehensive open data program that has been recognized nationally for its efforts. The City's [Open Baltimore](#) portal ([data.baltimorecity.gov](http://data.baltimorecity.gov)) went live in its beta version in 2011, using the Socrata platform to publish and share data with online visualization tools. Open Baltimore has grown to become a critical resource for citizens and other stakeholders to gain access to municipal data. As the demand for open data continues to grow and policies governing data become more complex, the methodologies used to manage data must evolve to mitigate bottlenecks and promote data democracy without sacrificing data protections and privacy.

In 2016, Baltimore City codified the Open Data Program in City Council Bill #16-0615 that established the need for governance and implementation of city data to be published to Open Baltimore. As required by the legislation, this report serves as the City's 2017-2018 Annual Report and aims to satisfy the requirements of Section 9.9 (See Appendix A).

## Program Implementation and Governance

In 2017, a two-tiered governance approach was adopted that allows for internal controls focused on privacy and security with Open Data Coordinators (ODCs) within agencies while assessing external demand through the input of a newly formed Open Data Advisory Group. In the 2017 report, the following recommendations were made:

1. Hire a Chief Data Officer (CDO)
2. Equip ODCs with needed resources
3. Provide BCIT with additional resources to support the publishing plan
4. Develop a communication plan to respond to citizen queries

### Chief Data Officer

In February of 2018, the City fulfilled the recommendation of the 2017-2018 Open Data Report to hire a Chief Data Officer as part of the Baltimore City Office of Information Technology (BCIT) staff.

### Open Data Coordinators (ODCs)

In 2017, a few core Open Data Coordinators (ODCs) were identified as the main points of contact and accountability for open data in their agency. General responsibilities of the ODC include:

- Establish a comprehensive inventory of datasets held by their agency and identify those to be published on the Open Data Portal and appropriate update frequency.
- Work with the Law Department to determine the relative level of risk and public benefit associated with potentially sensitive, non-protected information, so as to make a determination about whether and how to publish that information.

- Establish a plan and timeline for publishing data fit to be shared publicly.
- Serve as a key point of accountability for timelines and questions about data sets.
- Implement privacy, data licensing, metadata and other standards and practices.
- Provide quarterly reports on progress in implementing the Open Data Plan.

Since February, the CDO office has been meeting with agencies to help identify official ODCs and communicate responsibilities and goals. Figure 1.1 provides a list of the agencies and ODCs that have been identified and participating in regular meetings with the CDO office.

<b>Agency/Office</b>	<b>Data Coordinator</b>
311 (BCIT)	Lisa Allen
Board of Municipal & Zoning Appeals	Derek Baumgardner
Enterprise Geographic Information Systems (BCIT EGIS)	Samantha Luckhardt
Environmental Control Board	<b>TBD</b>
Finance	Yoanna Moises
Fire	Deputy Chief Arthur Cate
General Services	Babila Lima
Health	Mike Fried
Housing	John David Evans
Human Resources	Tonya Brinkley
Human Services	<b>TBD</b>
Law	Hilary Ruley
Mayor's Office of African Male Engagement	James Green
Mayor's Office of Criminal Justice	Andrew Vaught
Mayor's Office of Emergency Management	<b>TBD</b>
Mayor's Office of Employment Development (MOED)	Patricia Morfe
Mayor's Office of Innovation	Justin Elszasz
Mayor's Office of Sustainable Solutions (MOSS)	Kendra Parlock

Office of the Labor Commissioner	Yvette Brown/Denise Ayers
Transportation	Eric Williams
Planning	Jamie Williams
Police	Derek Canton
Public Works	Alan Robinson
Recreation and Parks	Scott Stanfill

Figure 1.1 Baltimore City Open Data Coordinators

To begin fulfilling the second recommendation of the 2017-2018 report, the CDO office created an [Open Data Coordinator’s Guidebook](#) intended to be a living document to provide consistent and thorough documentation for carrying out the ODC roles and responsibilities. In compliance with the City’s Open Data Policy, the ODC team has started the process to complete a comprehensive inventory of authoritative city datasets (Figure 1.2). Based on initial feedback from ODCs, the CDO office will schedule work sessions with each agency to provide agency-specific guidance on their agency’s inventory while we continue to convene monthly ODC meetings to discuss and resolve common questions and issues. Once the initial inventory is complete, the Law Department will provide guidance to evaluate and prioritize each dataset for publishing on Open Baltimore based on public interest and value, suitability, and presence of key performance indicators (Figure 1.3). A description of the prioritization categories is provided in Figure 1.4.

## Data Inventory Overview

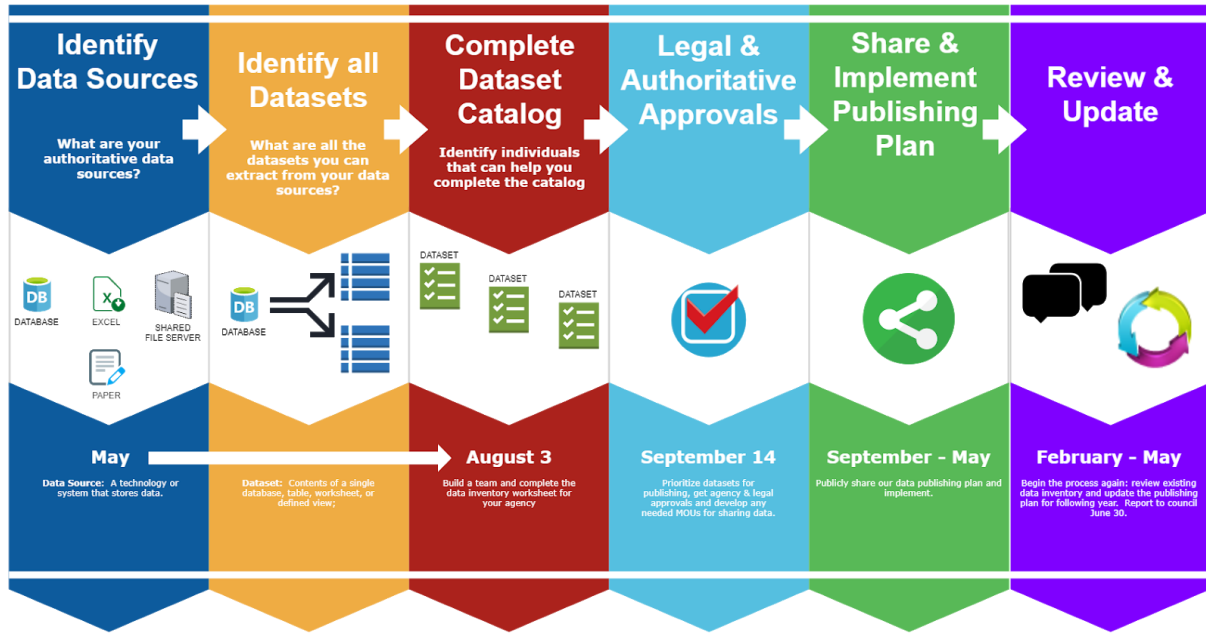


Figure 1.2 Data Inventory Overview

		Public Demand / Value				
Classification		LOW	MEDIUM	HIGH		
		P2	P2	P1		PUBLIC
		P3	P2	P2		SENSITIVE
		P4	P3	P2		PROTECTED
		LOW	MEDIUM	HIGH		

Figure 1.3 Prioritization Matrix

<b>Priority 1</b>	<b>Priority 2</b>
Datasets that are high in demand and considered ready for public sharing should be the highest priority for publication unless some other considerations below are applicable. In any case, these datasets should not be ranked lower than P2.	These datasets range from low to high demand and may require thoughtful publication to protect private and sensitive information. You may need to review the considerations below to help prioritize these datasets.
<b>Priority 3</b>	<b>Priority 4</b>
Avoid scheduling these datasets at this time. Once P1 and P2 datasets have been scheduled, we will revisit this list. However, if the data is historical, will not require updating, and is easy to publish consider adding it to your P2 group.	These datasets do not need to be scheduled until all other groups have been scheduled in the publication plan. In some cases, we may decide some data in this category should not be published and may only be shared internally.

Figure 1.4 Prioritization Descriptions

The resulting publishing plan will be released publicly and implemented in the fourth quarter of 2018. Beginning in February, the CDO office and ODCs will begin the annual cycle of reviewing and updating the catalog and publishing plans to align with the annual Open Data Report due to the Mayor and Council on June 30th (Figure 1.5).

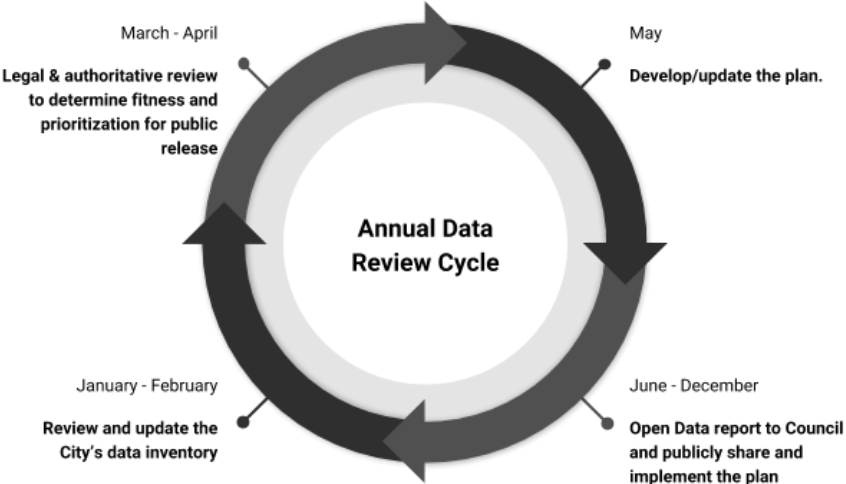


Figure 1.5 Annual Data Review Cycle

## Open Data Advisory Group (ODAG)

The principles of open data were born from the broader open government concept, which promotes transparency in government decisions and actions. An interactive and iterative approach to catalyzing this evolution is by continuing to enhance Baltimore's partner ecosystem with strategic relationships. One of the key outcomes of the 2017-2018 report was the creation of an Open Data Advisory group comprised of public, private, and community based experts and stakeholders. Although well-intentioned, regular engagement with this group did not materialize because there was no CDO in place to coordinate. Once the City's data inventory is compiled, the ODAG will be revitalized and convene quarterly to provide feedback and guidance for meeting external data demands.

## Open Data Portal

The City of Baltimore has been using Socrata as the platform for sharing open data since the inception of Open Baltimore in 2011. During the past seven years, providers of open data platforms as well as the capabilities and functions have evolved. In February, a Request for Information (RFI) was released and six vendors responded. A committee convened on May 11th to review submittals and identify the next steps:

1. July 2018: Under the guidance of the Procurement Office, demonstrations will be arranged to expose the committee to the most advanced capabilities of open data platforms.
2. August 2018: Determine if a Request for Proposals (RFP) will be issued and what capabilities and functions are desired.
3. September/October 2018: Release an RFP, if determined necessary.
4. January 2019: Begin implementation of a new system or begin restructuring of the existing platform based on user needs and feedback.

Regardless of whether or not the City decides to pursue a new vendor to provide our open data platform, the CDO office and ODC team will work together over the coming year to methodically review the existing datasets available on Open Baltimore for currency and quality of metadata and make necessary updates. Additionally, to address the fourth recommendation of the 2017-2018 report, Open Baltimore service and information requests will soon be recorded in the City's 311 system to help us track, respond, and report on open data inquiries. To assist agencies, the CDO office created a [dashboard](#) (Figure 1.6) as a tool for assessing their data inventory.

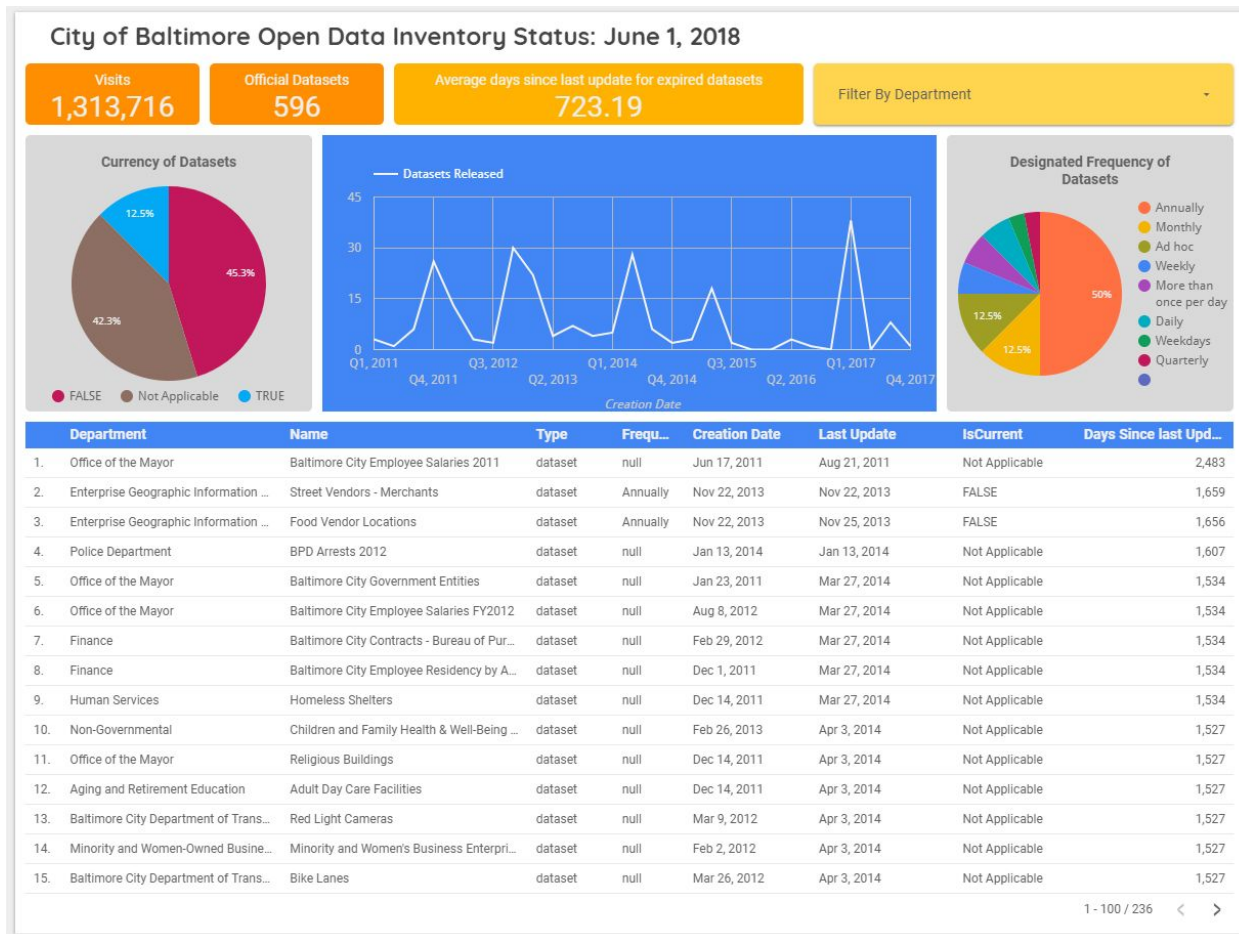


Figure 1.6 Data Inventory Dashboard

## II. Assessment of Agency Compliance

Since starting in February, the CDO office has been working to build the ODC team and reinvigorate the City's open data program. ODC meetings were held on April 18, May 9, and June 6th. Coordinators have been phased in as the CDO has reached out to agencies to help them identify an appropriate person to represent their agency. Therefore, attendance is not a direct reflection of an agency's willingness to participate in open data. Figure 2.1 provides an overview of ODC meeting attendance and progress towards developing their data inventory.

Agency/Office	Meeting Attendance			Submittal of Data Sources
	April 18	May 9	June 6	
311 (BCIT)	✓	✓	✓	Yes
Board of Municipal & Zoning				N/A



Appeals				
Enterprise Geographic Information Systems (EGIS)	✓	✓		No
Environmental Control Board	✓			N/A
Finance			✓	N/A
Fire	✓	✓	✓	Yes
General Services	✓	✓	✓	No
Health	✓			No
Housing	✓	✓	✓	Yes
Human Resources			✓	N/A
Human Services				N/A
Law	✓	✓		N/A
Mayor's Office of African Male Engagement			✓	N/A
Mayor's Office of Criminal Justice				N/A
Mayor's Office of Emergency Management			✓	N/A
Mayor's Office of Employment Development (MOED)	✓	✓	✓	Yes
Mayor's Office of Innovation				N/A
Mayor's Office of Sustainable Solutions (MOSS)	✓	✓	✓	Yes
Office of the Labor Commissioner				N/A
Transportation	✓	✓	✓	Yes

Planning	✓	✓		Yes
Police	✓	✓	✓	No
Public Works	✓	✓	✓	No
Recreation and Parks		✓		Yes

Figure 2.1 Agency compliance for data inventory (N/A is for agencies that have only recently designated, are yet to designate an Open Data Coordinator, or have no authoritative data)

### III. List of Datasets on the Open Data Portal

There are currently 117 original, official, machine-readable datasets available for download on Open Baltimore. Three datasets were added to Open Baltimore during the last fiscal year. Appendix B contains a summary of official datasets published on Open Baltimore as of June 8, 2018.

### IV. Data Publishing Plan for 2018-2019

The CDO office and ODC team will continue working the plan and timeline outlined in Figure 1.2 resulting in a thoughtful publishing plan based on a thorough inventory, application of the prioritization matrix, and the preliminary data publishing plan from the 2017-2018 Open Data Report. The new publishing plan, to be completed in the fourth quarter of 2018, will be shared publicly and open to public comment.

### IV. Key Recommendations

Despite lack of leadership to implement the preliminary publishing plan from the 2017-2018 Open Data Report, three of the four key recommendations made in the 2017-2018 report are either in progress or have been fully implemented. The remaining item is providing BCIT with additional resources to support the publishing plan. To accomplish this goal, BCIT and the CDO office suggests the following recommendations:

1. **Hire an Open Data Program Manager:** Following the lead of other cities with successful Open Data programs, having a full time employee dedicated to managing Open Baltimore is needed. This person would act as a liaison to the ODCs, coordinate quarterly ODC meetings, monitor agency compliance with the City's Open Data Policy, and manage communications including social media and 311 Open Baltimore requests.

2. **Hire an Open Data Services Engineer:** BCIT would greatly benefit from a position dedicated to managing and coordinating the technical components of the City's Open Data Program. This position would help develop standards and guidance around integrating data from their agency to Open Baltimore and the platform that will be created for internal data sharing; this position would also assist in monitoring and coordinating Open Baltimore inquiries to ensure timely and efficient agency response to customers.

# APPENDICES

## Appendix A. Section 9.9 of City Council Bill 16-0615

§ 9-9. ANNUAL REPORT.

IN GENERAL.

(A) ON OR BEFORE JUNE 30 OF EACH YEAR, THE CHIEF DATA OFFICER SHALL PREPARE AND SUBMIT TO THE MAYOR AND THE CITY COUNCIL AN ANNUAL OPEN DATA REPORT.

(B) CONTENTS.

THE REPORT SHALL INCLUDE:

(1) AN ASSESSMENT OF PROGRESS TOWARDS ACHIEVEMENT OF THE GOALS OF THE OPEN DATA PROGRAM;

(2) AN ASSESSMENT OF THE CURRENT SCOPE OF AGENCY COMPLIANCE;

(3) A LIST OF DATASETS CURRENTLY AVAILABLE ON THE OPEN DATA PORTAL; AND

(4) A DESCRIPTION OF AND PUBLICATION TIMELINE FOR DATASETS ENVISIONED TO BE PUBLISHED ON THE OPEN DATA PORTAL IN THE ENDUING YEAR.

## Appendix B. Current Open Baltimore Inventory Summary as of June 8, 2018

### *Dataset currency based on metadata frequency\**

<b>Datasets by Agency, data type, and data currency</b>	<b>Not Applicable/ Undefined</b>	<b>FALSE</b>	<b>TRUE</b>	<b>Total Count</b>
<b>datasets</b>				
Aging and Retirement Education	4			4
Baltimore City Department of Transportation	5	2		7
Baltimore City Health Department	1			1
Baltimore Housing	3	1		4
Baltimore Office of Promotion and the Arts	3			3
Board of Elections	1			1
Combined Charity Campaign for Baltimore City (CCC)	1			1
Enoch Pratt Free Library	1			1
Enterprise Geographic Information Services	2	2		4
Environmental Control Board	1			1
Finance	2	1		3
Fire Department	1			1
General Services		2		2
Human Services	2			2
Information Technology			1	1
Liquor License Board	2			2

Datasets by Agency, data type, and data currency	Not Applicable/ Undefined	FALSE	TRUE	Total Count
Minority and Women-Owned Business Development	1			1
Office of the Mayor	10	4		14
Planning	4			4
Police Department	4	4	1	9
Public Works	1			1
Recreation and Parks	2			2
<b>Total datasets</b>	<b>51</b>	<b>16</b>	<b>2</b>	<b>69</b>

#### maps

Baltimore City Department of Transportation	4			4
Enterprise Geographic Information Services	30	2		32
General Services	1			1
Information Technology	4			4
Mayor's Office of Emergency Management	1			1
Office of the Mayor	1			1
Planning	5			5
<b>Total maps</b>	<b>46</b>	<b>2</b>		<b>48</b>
<b>Grand Total</b>	<b>97</b>	<b>18</b>	<b>2</b>	<b>117</b>

*\*ODCs define how often a dataset is to be refreshed on Open Baltimore when the dataset is initially loaded. Using this frequency indicator and the date the dataset was last updated were used to calculate if a dataset is current (TRUE) or out of date (FALSE). Not applicable/undefined means the frequency was not designated when the dataset was initially loaded to Open Baltimore.*