

**RESOLUTION NO. \_\_\_\_\_**

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

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**RESOLUTION DIRECTING THE COUNTY MANAGER AND CHIEF INFORMATION  
OFFICER TO DEVELOP AN OPEN DATA POLICY AND REPORTING PROCESS.**

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, that

**WHEREAS**, the County desires to better track its progress on goals and outcome measures by having a data policy that requires departmental data to be collected, reported through a standardized methodology and made available to departments, community partners, and the public; and

**WHEREAS**, an Open Data Policy and reporting process would improve accuracy, reliability, transparency, enable benchmarking and strengthen the County's ability to conduct meaningful comparative analyses; and

**WHEREAS**, an Open Data Policy also has been shown to increase government efficiency and civic engagement, leading to social and economic benefits as a result of innovative citizen interaction with government such as empowering citizens through democratization of information, fostering citizen participation in County projects, supporting early stage entrepreneurship, encouraging positive environments that contribute to workforce development and job creation, promoting public-private partnerships, and developing intra/inter-governmental relationships;

**NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the Board of Supervisors hereby directs the County Manager and the Chief Information Officer to develop an Open Data Policy and reporting process consistent with the following :

1. Formation of an internal County Open Data Committee to further the goals of County's Open Data Policy and responsible for coordinating the utilization, maintenance, and updates of the County's Open Data website; and
2. Designation of an Open Data Manager in the Information Services Department who will be responsible for assisting departments with implementing the policy and providing data; and
3. The designation of a contact person in each County department, board, commission, and agency who shall act as a liaison between the department, internal and external auditors, County staff, and Measure A oversight committee members, with respect to the data submitted by his/her respective department; and
4. Coordination between ISD's Open Data Manager and department contact persons to ensure a review of departmental data sets for potential inclusion on the County's Open Data website and to ensure department compliance with existing policies governing public records and departmental/agency legal requirements and guidelines.

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