GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2016-094
June 9, 2016

SUBJECT: Establishment – Open Government Advisory Group

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(11) of the District of Columbia Home Rule Act, approved December 24, 1973, 87 Stat. 790, Pub. L. 93-198, D.C. Official Code § 1-204.22(11) (2014 Repl.), it is hereby **ORDERED** that:

I.   ESTABLISHMENT

There is hereby established the Open Government Advisory Group (**"Advisory Group"**) within the executive branch of the government of the District of Columbia.

II.   PURPOSE

A.   The Advisory Group shall:

1.   Evaluate the District government's progress on making the District government more open, transparent, participatory, and collaborative;

2.   Make specific recommendations for improving the openness and transparency of the District government's operations and the participatory and collaborative nature of its decision-making; and

3.   Specifically with respect to open data:

a.   Evaluate the District's progress towards meeting the requirements of the District's open data policy; and

b.   Make recommendations for improving the openness and transparency of District government data.

III. FUNCTIONS

A. The Advisory Group shall:

1. Provide a forum for agencies and the public to share best practices to promote openness and transparency in the operations of the District government and to increase public participation, and collaboration in the District government's decision-making processes;

2. Provide a public forum for receiving input on the goals of the District's open government policies, including input from the general public, information technology entities, nonprofit organizations, and individuals that use government data;

3. Specifically with respect to open data:

    a. Identify and recommend additional categories and types of government data that should be published online;

    b. Make recommendations to the Mayor, the Chief Technology Officer, and Chief Data Officer regarding:

        i. Criteria for agency identification of datasets to be published online and criteria for prioritizing their publication;

        ii. Categories of data that should be restricted from disclosure because such data, if disclosed, could raise substantial privacy, confidentiality, or security concerns or could jeopardize the public health, safety, or welfare, or for other reasons;

        iii. Methods to ensure that datasets are regularly updated and archived; and

        iv. The types of open formats that should be used for published data; and

4. Undertake other duties as assigned by the Mayor or the City Administrator.

B. The Chairperson of the Advisory Group shall publish the recommendations of the Advisory Group on the District's Open Government website.

IV. MEMBERSHIP

A.   The Advisory Group shall consist of the following twenty-four (24) voting members, who shall be appointed by the Mayor:

1.   The City Administrator, or his or her designee;

2.   The Chief Technology Officer, or his or her designee;

3.   The Chief Data Officer of the Office of the Chief Technology Officer, or his or her designee;

4.   A representative of the Executive Office of the Mayor;

5.   Each of the five (5) Deputy Mayors, or their designees;

6.   The Chairman of the Council of the District of Columbia, or his or her designee;

7.   The Director of the Office of Open Government within the Board of Ethics and Government Accountability, or his or her designee;

8.   The Chief Financial Officer of the District of Columbia, or his or her designee;

9.   The Mayor's General Counsel, or his or her designee;

10. The Director of the Mayor's Office of Legal Counsel, or his or her designee;

11. The Attorney General of the District of Columbia, or his or her designee;

12. The Chief Librarian of the District of Columbia Public Library, or his or her designee; and

13. Eight (8) public members who have an interest in government transparency, open data, and enhancing the public's access to government data.

V. TERMS

A.   Public members of the Advisory Group shall be appointed to serve a term of three (3) years, except as provided in paragraph B of this section, and shall serve until their successor is appointed.

B.   A public member appointed to fill a vacancy in an unexpired term shall be appointed for the remainder of the unexpired term and shall serve thereafter until his or her successor is appointed.

C.   A public member of the Advisory Group may be reappointed but may serve no more than two (2) consecutive terms. For the purposes of this provision, a member appointed to fill a vacancy for an unexpired term of more than two (2) years shall be deemed to have served a full term.

D.   Members who are appointed based on their positions within the District government shall serve only during their tenure in those positions.

E.   The Chairman of the Council of the District of Columbia, or his or her designee, shall serve at the pleasure of the Chairman.

F.   The Director of the Office of Open Government, or his or her designee, shall serve at the pleasure of the Director of the Office of Open Government.

G.   The Chief Financial Officer of the District of Columbia, or his or her designee, shall serve at the pleasure of the Chief Financial Officer of the District of Columbia.

H.   The Chief Librarian of the District of Columbia Public Library, or his or her designee, shall serve at the pleasure of the Chief Librarian of the District of Columbia Public Library.

I.   The Mayor may remove any member of the Advisory Group for failure to attend three (3) consecutive meetings of the Advisory Group.

VI.   ORGANIZATION

A.   The Mayor shall appoint the Chairperson of the Advisory Group, from among the voting members, who shall serve in that capacity at the pleasure of the Mayor.

B.   The Mayor shall also appoint a Vice Chairperson of the Advisory Group, who shall be responsible for the open data purposes and functions of the Advisory Group and who shall serve as the acting Chairperson of the Advisory Group in the absence of the Chairperson;

C.   The Advisory Group may elect other officers as it may deem necessary, and may determine its own bylaws and rules of procedure, subject to the approval of the Mayor or his or her designee.

D.   The Advisory Group may establish such subcommittees as it deems appropriate. Any subcommittee must be chaired by a member of the Advisory Group although

Page 5 of 6

it may include members of the public and District government employees who are not members of the Advisory Group.

VII. MEETINGS; QUORUM

A.   The Advisory Group shall establish its own meeting schedule, but the Advisory Group shall meet not fewer than four (4) times a year. Meetings of the Advisory Group shall be held in the District at such times and locations as are designated by the Chairperson.

B.   Each meeting of the Advisory Group shall be open to the public and shall include a period of time for the public to comment on issues being considered by the Advisory Group.

C.   The Advisory Group may utilize telephone or video conferencing technologies to satisfy the District's Open Meetings Act requirements.

D.   The Advisory Group shall, when practicable, webcast live on the Internet all of its meetings and archive its meetings on its own website or another District government website.

E.   A quorum for the purposes of conducting business shall be a majority of the voting members of the Advisory Group.

VIII. ADMINISTRATION

A.   The Office of the City Administrator and the Office of the Chief Technology Officer shall provide technical and administrative support to the Advisory Group.

B.   The Advisory Group may, at the request of the Chairperson, request information or technical support from any District government agency.

IX. COMPENSATION

The members of the Advisory Group shall serve without compensation. However, reasonable expenses of the Commission may be paid from the budget of the Office of the City Administrator or the Office of the Chief Technology Officer, when approved in advance by the Office of the City Administrator or the Office of the Chief Technology Officer, respectively, subject to the availability of appropriations for that purpose, and shall become obligations against funds designated for that purpose, when sufficient budget authority exists to allow payment.

X. **CONFLICTS OF INTEREST**

The Advisory Group shall develop procedures to guard against conflicts of interest for its members. These procedures must guarantee that no member of the Advisory Group shall participate in any way in the consideration of decisions that are likely to provide a direct financial benefit to that member or otherwise give the appearance of a conflict of interest under District law or regulations.

XI. **RESCISSIONS**

Mayor's Order 2014-250, dated October 29, 2014, is rescinded.

XII. **EFFECTIVE DATE**

This Order shall become effective *nunc pro tunc* to January 12, 2016.

MURIEL BOWSER
MAYOR

ATTEST:

LAUREN C. VAUGHAN
SECRETARY OF THE DISTRICT OF COLUMBIA