

Introduction

The Washington State Department of Labor and Industries (“the agency”) supports the vision of managing information as a state asset and making data easily accessible, where possible, to advance government efficiency, improve accountability, and increase public trust. Putting agency data online and making it easy to find and use empowers Washingtonians with access to information whenever it is needed.

Commitment

The agency is actively committed to open data. We currently have data posted on the agency’s **Public Data** site and it’s some of the most commonly used data posted on **Data.wa.gov**.

This plan is adopted by the agency pursuant to the **Open Data Planning Policy DATA-01** established by WaTech. It is intended to set strategic priorities for making public data widely available electronically to the public to satisfy the intent of **RCW 43.105.351 - Electronic access to public data**.

Open data publication also supports the agency’s:

- Strategic Goal 3: Make it easy to do business with L&I
- Strategies Be Innovative and Pursue Best Practices and Enhance our Outreach and Customer Experience – Innovative, use best practices and diversify ways we interact and provide data to our customers.
- Data Governance Basic Principles to Guide Data Use at L&I - Principle 4: Programs are obligated to work with other programs to ensure key data is available.

This plan provides guidance on identifying data that is of interest to agency customers and stakeholders, and making that data available in an easily accessible and understandable format.

The agency has appointed the Enterprise Data Governance Manager to represent the agency on the Open Data Advisory Group and the Enterprise Data Governance Committee as a champion for open data.

This plan will use the **WaTech Open Data Definitions** except where they may conflict with other definitions established by agency policy.

Additionally, the agency is committed to the following priorities, actions, and measures during the twelve months following the adoption date of this Plan:

1. Use of Data.wa.gov

Leveraging our partnership with WaTech L&I will use the state enterprise solution, Data.wa.gov open data portal, to host our agency’s public data sets. We will use **Getting started with data.wa.gov | WaTech** as a guide to adding data sets. We will explore new features of the

Data.wa.gov platform including **Visualization Canvas** and **Primer** to improve user experience and access to data.

2. Updating the metadata

L&I will continue to update the metadata on all current data sets posted on Data.wa.gov in alignment with efforts of the Open Data Advisory Group. As new data sets are added we will ensure the WaTech **Metadata Standard | WaTech** are followed.

In the coming year, as recommended by WaTech, we will research licensing of data to determine how L&I can add that to our data sets.

3. Incorporate evaluations for public access or open data when acquiring, redesigning or rebuilding information systems

The agency will use the **Guidance: What Data to Publish | WaTech** and **Employee Policy 7.30 Digital Content Accessibility** as a starting point to help determine which data to make public. This will also provide guidance as the Enterprise Data Governance Committee creates procedures and standards for open data publication. These procedures and standards will define processes to determine:

- Data with potential public value;
- Risk of publication;
- Feasibility to publish;
- Implementation roles; and
- Data publication refresh intervals.

When designing new (and updating existing) applications, the business area owners, product owners, data stewards, and others as needed will consider what data is **Category 1 - Public Information** to determine if the data should be published as open data to meet their customer's needs. The product owners will review open data guidance, procedures and standards to evaluate datasets. The final decisions to publish data will be based on agency priorities, budget, business partner and public needs. Decision packages submitted to WaTech for review will include open data evaluation as a component of the system design using the **Open Data: What Data to Publish | WaTech**.

4. Coordinate technology planning across agency boundaries to facilitate electronic access to state data

The agency will incorporate responsibilities of open data planning into the roles for data stewards, product owners and IT product teams. They will be informed on the importance of open data in Enterprise Data Governance training and in the **Basic Principles To Guide Data Use At L&I - Principle 4** (Programs are obligated to work with other programs to ensure key data is available).

The IT Steering Committee and agency leadership teams will collaborate with the Enterprise Data Governance Committee to implement this plan and to identify and address barriers.

5. Determine which information the public most wants and needs

The agency will use various methods to prioritize the data and information to publish, including (but not limited to) the following:

- At least once every two years, the Information Governance Manager and Public Records Officer will review public record requests to identify trends and make recommendation to divisional leaders and/or the Enterprise Data Governance Committee of potential opportunities to make commonly requested data publicly available in a standardized, structured, and accessible format.
- At least once every two years, the Communication Service division will review media inquiries to identify trends in information requested and make a recommendation to divisional leaders and/or the Enterprise Data Governance Committee of potential opportunities to make commonly requested data publicly available in a standardized, structured, and accessible format.
- At least once every two years, the Enterprise Data Governance Manager will engage the Enterprise Data Governance Committee and data stewards for suggestions on the kinds of data that would be high-value for their external customers.