STATE OF WASHINGTON

WASHINGTON STATE SCHOOL FOR THE BLIND

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This plan is adopted by Washington State School for the Blind ("the agency") pursuant to the Open Data Policy established by the Office of the Chief Information Officer (OCIO), and is intended to satisfy the requirements of applicable statute, including 43.105.351 (link is external).

This plan will be adopted by reference in the agency's strategic plan, IT strategic plan, and/or LEAN agenda.

Commitments

The agency commits to the following general priorities, specific actions, and measures in the twelve months following the adoption date of this Plan:

Incorporate public access when acquiring, redesigning or rebuilding information systems

- The agency will perform an inventory of its principal databases, and produce a published (though perhaps not detailed) table of information systems and who has access to them.

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

- The agency will appoint an executive responsible for overseeing and reporting on their agency's open data efforts.

Develop processes to determine which information the public most wants and needs

- The agency's public records officer will track and quarterly publish the dates and topics of select public records requests in a structured, machine-readable format.
- The agency's webmaster will track and monthly publish the number of "hits" on select agency web pages – especially those including links to Excel files, CSV files, or Fortress applications, along with the page's title and the name of an agency staff person who worked on the page.

Develop and employ methods to readily withhold or mask non-disclosable data

- The agency will ensure that at least 10% of its staff complete training within the next year on protection of privacy, redaction of documents for public records requests, or information security. The agency will annually report to the Open Data Program Manager at WaTech the number of staff completing such training, or allow access to agency data in the Enterprise Services Learning Management System (LMS).

Develop and employ technical mechanisms for posting open data

- The agency will identify the location where it will be posting its datasets and IT tools necessary for extracting, transforming and loading this dataset to these sites (see www.wssb.wa.gov).
- The agency will develop the processes and responsibilities for posting datasets using these tools.

Scott McCallum, Superintendent