



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

Kalamazoo County Board of Commissioners

Proclamation in Support of Open Database

A RESOLUTION regarding Kalamazoo County's commitment to encourage and facilitate a publicly accessible online OpenDatabase containing all arrests within the County, all criminal charges issued by the Office of the Prosecuting Attorney, and all criminal court outcomes.

WHEREAS, the Kalamazoo County Board of Commissioners acknowledges that public access to certain records pertaining to the criminal justice system is under the control of the Prosecuting Attorney and/or the Courts; and

WHEREAS, Kalamazoo County is committed to using technology to foster open, transparent, and accessible government; and

WHEREAS, the purpose of the Open Database is to provide greater transparency in the local criminal legal system as people are arrested, charged or released, prosecuted and sentenced; and

WHEREAS, the Open Database could be publicly queried to sort such data e.g.: 1) by date, 2) type of alleged offense, 3) ultimate conviction, 4) race, 5) gender, 6) location, 7) length of sentence, 8) plea or trial, 9) dismissal, 10) other characteristics of interest to the public, etc.

WHEREAS, publishing structured, standardized data in machine-readable formats creates opportunities for information from different sources to be combined and visualized in new and unexpected ways and for citizens to browse, interpret, and draw attention to trends or issues with greater efficiency; and

WHEREAS, Kalamazoo County seeks to encourage the local community to develop applications and tools to collect, organize, and share public data in new and innovative ways; and

WHEREAS, software applications and tools that enable citizens to access, visualize, and analyze public information will promote greater civic engagement and encourage citizens to provide feedback on local issues; and

WHEREAS, the protection of privacy, confidentiality, and security must be maintained as a paramount priority; and

WHEREAS, the Open Database will allow the public to see the details of local cases throughout the

criminal legal system process and foster a "Culture of Openness" that will increase the momentum behind Kalamazoo County's efforts for the foreseeable future; and

WHEREAS, the adoption of a publicly accessible Open Database improves transparency, access to public information, and improved coordination and efficiencies among agencies and partner organizations across the public, non-profit, and private sectors.

NOW, THEREFORE, BE IT RESOLVED by the County Commission of the County of Kalamazoo, Michigan will:

- I. Encourage and support the Office of the Prosecuting Attorney to share pro-actively its datasets pertaining to arrests and authorization of charges while taking into consideration any existing data policies and adhering to rights of privacy, security, and confidentiality as identified by federal, state, and local privacy laws;
- II. Publish datasets in a central location via the Kalamazoo County website or any successor site allowing for public development of digital applications that may improve governmental transparency and public participation, enhance access to County services, and, ultimately, strengthen democracy and contribute to a more livable county;
- III. Incorporate public perspectives into policy implementation through channels such as (a) an Open Data Citizen Oversight and Advisory Committee, (b) at a minimum, mandatory quarterly public hearings, (c) a one month long written public comment period, and (d) an online Open Data survey portal;
- IV. Submit on or before July 1 (or another date) of each year an annual progress report of the Open Database detailing the operation and maintenance of the Open Database and an analysis of the data, including the methodology of the analysis, with accompanying recommendations to the County Commission;
- V. Ensure information at the County is managed in ways that assist in creating a culture of Open Government and information sharing by providing open data governance and oversight;
- VI. Provide support to develop awareness and training programs to help County staff incorporate Open Data practices into their business planning processes;
- VII. Promote information transparency and accountability to build trust and confidence in government and foster Open Government leadership in recognition of the evolving democratic process; and
- VIII. Collaborate with the Kalamazoo County Commission to identify and appoint appropriate community members within Kalamazoo County who shall comprise an Open Data Citizen Oversight and Advisory Committee.
 - A. The Committee shall consist of Kalamazoo County residents with active solicitation of the following:

1. At a minimum, 51% of the committee members shall be persons who shall be Kalamazoo County residents who are from neighborhoods with disproportionately high instances of interaction with law enforcement, as indicated by a high need, underserved community with high rates of gun violence, unemployment, child poverty, and commitments to the Michigan Department of Corrections, but who are not themselves public employees or elected officials; and
 2. Representatives from Advocacy Groups that support members of groups experiencing historical oppression and/or discrimination; and
 3. At a minimum, one person from each district shall be chosen in consultation with advocacy groups which would include, but not be limited to, those experiencing historical oppression and/or discrimination.
- B. Any member of the Committee may be removed or suspended by the Kalamazoo County Commission for misfeasance, malfeasance, failure to attend meetings (missing three unexcused and/or consecutive meetings in a twelve-month period), upon conviction of a criminal offence after appointment to the Committee, change in circumstances that would have disqualified membership identified in (VIII)(A)(1), or for the inability/failure to adequately perform the duties of membership.
- C. To the extent practical and financially feasible, the Committee shall:
1. Encourage County departments, elected officials, and the Courts to collaborate and to oversee execution and implementation of the Open Database;
 2. Identify existing and potential datasets for release as part of the Open Database and work periodically with Information Services and County departments, elected officials, and the Courts to plan and develop new datasets, review existing datasets, set Open Database priorities, prioritize data releases, recommend appropriate citation forms; maintain descriptors that define the published data; publish datasets; and release datasets online to the public where data/information in hard copy (printed reports, posters, brochures, etc.) or soft copy (PDF, web content, etc.) has already been released to the public, including any available public feed;
 3. Plan, implement, update, and identify metrics and measures of current datasets when planning the creation of new datasets/databases or scheduling technology enhancements; and
 4. Appropriately safeguard sensitive information.
- IX. The following principles shall be used to manage the County's datasets:
- A. Completeness: Released datasets will be as complete as possible while complying with legal obligations regarding the release of personal information, proprietary, or other confidential information.

- B. Primacy: Datasets will be the primary source data with data collection methods documented and published.
- C. Timeliness: Datasets will be available to the public in a timely fashion to maintain the business value of the data. To the extent practical and financially feasible, data should be made available as close as possible to the time that it is collected. It is not enough to mandate the one-time release of a data set, because it becomes incomplete as soon as additional data is created but not published. In order to ensure that published information is as accurate and useful as possible, specific requirements regarding data timeliness should be put in place as recommended by the Open Data Citizen Oversight and Advisory Committee.
- D. Accessibility: Datasets will be as accessible as possible, with accessibility defined as the ease with which information can be obtained.
- E. Machine-Readable: Datasets will be machine readable so that the public can create applications that can use the data for new services, research, or analysis.
- F. Non-discrimination: Datasets will be available to anyone, with no requirement for registration. Permission shall be granted without charge or license to any person obtaining County data and associated documentation files to use, copy, merge, publish, distribute, sublicense, and sell copies of the data subject only to county copyright restrictions.
- G. Long-Term Access to Data: Datasets made available online should remain online, with appropriate version-tracking and archiving over time where applicable and available.

X. Definitions

- A. Dataset: A collection of machine-readable, raw, non-manipulated data usually presented in tabular form with associated metadata.
- B. Machine-readable Data: Data that, in order to be understood, must be translated by a computer or other type of equipment. Portable document format (PDF) is not machine-readable.
- C. Open Data: Data that can be freely used, reused, and redistributed by anyone - subject only, at most, to the requirement to attribute and share.
- D. Open Government: A policy of promoting transparency, accountability, and accessibility of good governance which fosters a culture of collaboration and improved service delivery to the public.
- E. Primary Source Data: Original information created or collected by the County, details on how the data was created or collected, and the original source documents recording the creation or collection of the data.



Tracy Hall, Chair
County Commission

STATE OF MICHIGAN)
COUNTY OF KALAMAZOO)

I, Meredith Place, County Clerk/Register, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Kalamazoo County Board of Commissioners at a regular session held on Nov.
3, 2021.



Meredith Place
County Clerk/Register of Deeds