

Mid-America Regional Council (MARC)

FHWA DATA BUSINESS PLAN WORKSHOP

JULY 8, 2020

Data Business Planning at MARC

Pilot Plan created in 2016

- Identified needs for inventories and internal coordination
- Included entire agency

2016

Foundational Work

- Geospatial Inventory
- Metadata Database
- Systems Inventory
- Publications Inventory

2017-2019

Transportation & Environment Data Business Plan

- Under current contract with UmmelGroup International, Inc.
- Due October 2020
- Narrowed scope, integrated with UPWP (budget) process
- SQL Database Migrations
- Member Portal Pilot

2020

2020 Plan Deliverables

1. Identify upcoming projects/plans and their associated needs over the next 3 years
 - One-on-one interviews with every department member
 - Small group facilitated conversations
2. Assess inventories and staff capacity to meet those needs
 - Gap analysis
 - Staff technical capacity assessment
3. Recommend data purchasing, software upgrades and staff training
 - Target spending/integration with budget
 - Identify training to improve staff core competencies
4. 10 page plan, not including attachments
 - Living document, updated annually as part of the UPWP (budget) cycle

Best Practices

Documentation, documentation, documentation!

- Metadata platform
- Database mapping
- Application storyboard/requirements gathering/user stories

Encouraging data ownership

- Linked excels
- Access editing tools
- Naming protocols

Project management and communication

- TeamGantt
- Trello
- Project stand ups

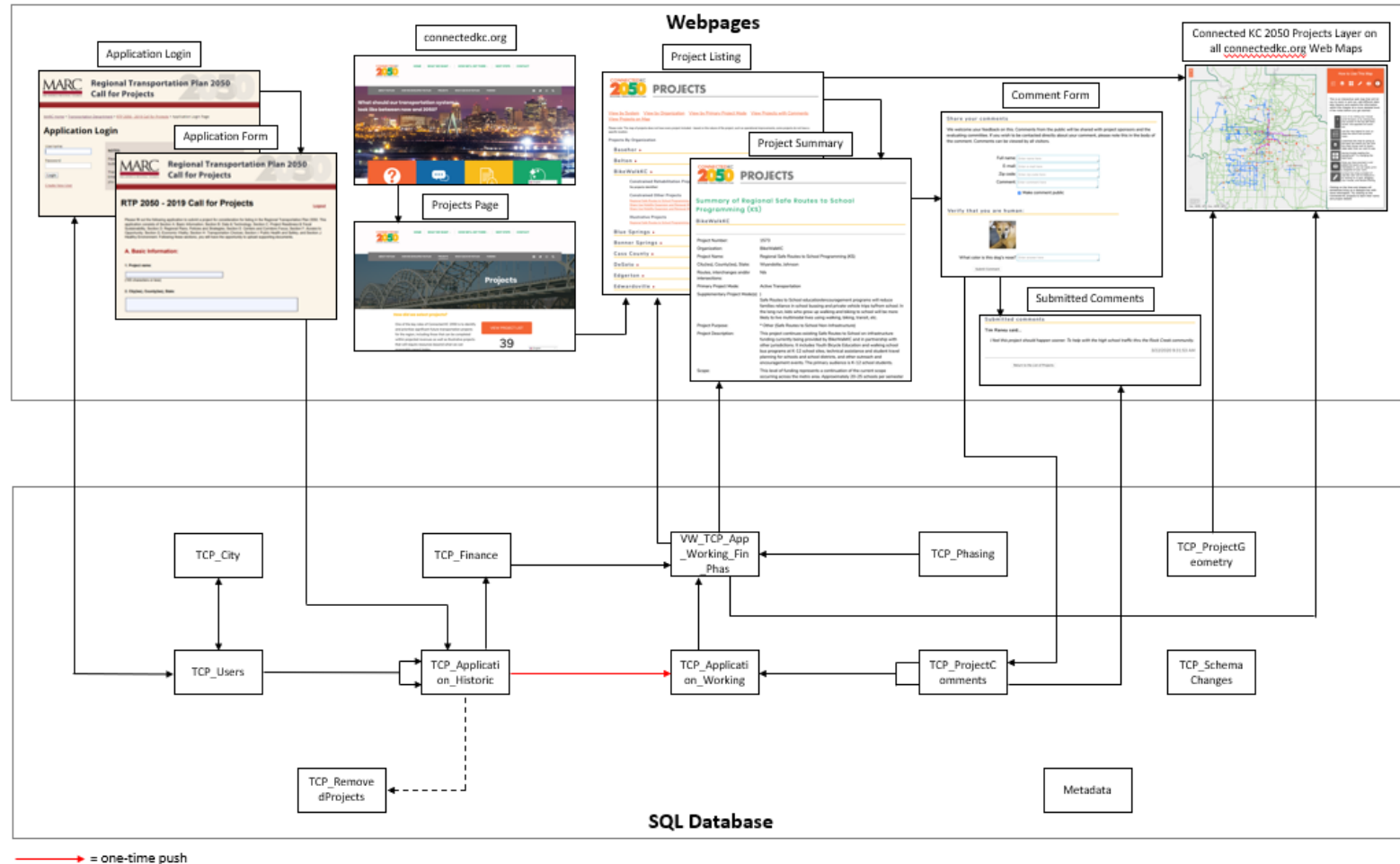
MARC Meta – Metadata Documentation Platform

[Add Data Source](#) [Add Service](#) [Add Web Map](#) [Add Application](#) [Edit Data Source](#) [Edit Service](#) [Edit Web Map](#)

Data Source Name*:	<input type="text" value="Name of the dataset in the database."/>	Steward*:	<input type="text" value="Responsible department, program or agency."/>
Schema*:	<input type="text" value="Select Schema"/>	Sponsor*:	<input type="text" value="Dataset champion."/>
Data Type*:	<input type="text" value="Select Data Type"/>	MARC Maintainer*:	<input type="text" value="Select MARC Maintainer"/>
Category*:	<input type="text" value="Select Category"/>	Restriction Status*:	<input type="text" value="Select Restriction Status"/>
Geographic Level(s)*:	<input type="text" value="Select Geography"/>	Restriction Owner*:	<input type="text" value="Entity that grants permission to distribute or use data."/>
Source Date*:	<input type="text" value="mm/dd/yyyy"/>	Distribution Limitations*:	<input type="text" value="Brief description of data distribution restrictions."/>
Date Created*:	<input type="text" value="mm/dd/yyyy"/>	Source*:	<input type="text" value="List source(s) used."/>
Date of Last Update*:	<input type="text" value="mm/dd/yyyy"/>	Extent*:	<input type="text" value="Geographic extent of dataset."/>
Update Schedule*:	<input type="text" value="Select Update Schedule"/>		

Database Mapping

Metropolitan Transportation Plan Call for Projects Current Database Structure



Storyboard, Requirements Gathering and User Stories

Summary of Regional Safe Routes to School Programming (KS)

BikeWalkKC

Project Number: 1573
Organization: BikeWalkKC
Project Name: Regional Safe Routes to School Programming (KS)
City(ies), County(ies), State: Wyandotte, Johnson
Routes, interchanges and/or intersections: N/a
Primary Project Mode: Active Transportation
Supplementary Project Mode(s):)
Project Purpose: * Other (Safe Routes to School Non-Infrastructure)
Project Description: This project continues existing Safe Routes to School on-infrastructure



Share your comments

Staff Assessment Aligned

Do you concur with the staff assessment? Yes No

Please provide comments about the assessment here (mandatory if no is selected)

Please provide suggestions for improving the project:
Please provide comments about the project here

Submit

Recall from the database everything submitted in step 1 including the project geometry. If it is easy to allow for zoom in/out on the map in the summary then that is preferred, otherwise a static jpeg is ok

The first narrative is only required if they do not concur. Character limits are 1200 per narrative box. People can go back and edit comments, once they hit submit it will overwrite their previous comments. No records will be stored of previous entries. Users will not be able to see comments from other users until the assessment period is closed.

DUE: June 26th (June 17th internal testing begins)

Hitting submit will redirect users back to the project listing page

Data Ownership – Access Editing Tool

Table Tools DS_EditingTool : Database- K:\TRANSCOM\Database\DestinationSafe\DS_EditingTool\DS_EditingTool.accdb (Access 2007 - 2016 file format) - Access

File Home Create External Data Database Tools Help Fields Table Tell me what you want to do

View Paste Copy Cut Copy Paste Format Painter Filter Ascending Descending Remove Sort Selection Advanced Toggle Filter Refresh Save Delete All New Save Delete All Totals Spelling More Find Replace Go To Select

Views Clipboard Sort & Filter Records Find Text Formatting

All Access ...

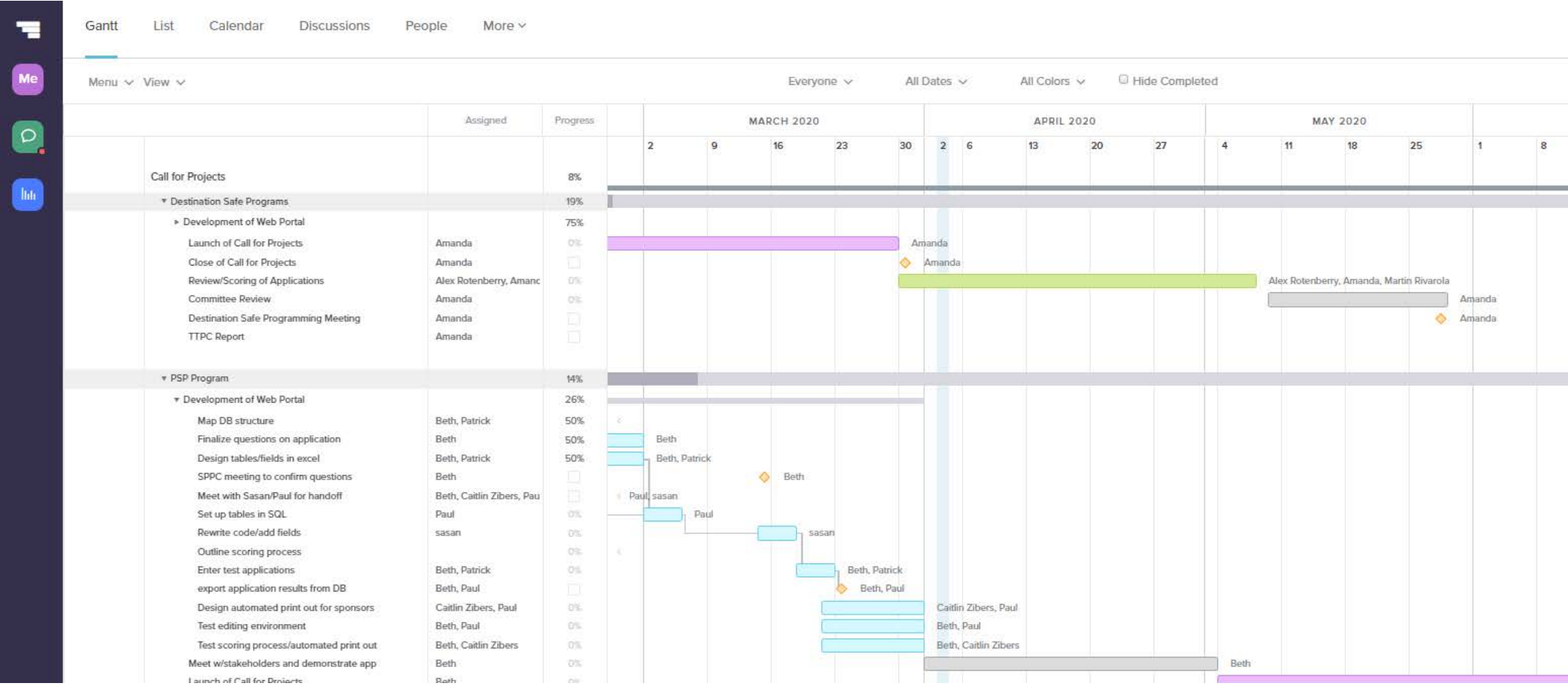
Search...

Tables

- dbo_TDS_Application_Hi...
- dbo_TDS_Application_W...
- dbo_TDS_Finance
- dbo_TDS_Scores
- dbo_TDS_Users

DBNUM	PersonID	Publish	ProjectTitle	ProjAbstract	PartnerYN	ProjPartnerT	PartnerRoleT	JO_KS	LV_KS	MI_KS	WY_KS	CA_MO
636	123	No	Test Project Sas	utgaui dkuag sd	-1	This is a test to	hj jaf djfajsdha	-1	-1	-1	-1	-1
640	132	No	Test Project		0			0	0	0	0	0
716	185	No	Destination Safe	Our region face	-1	Aaron Bartlett,	Partner agencie	-1	-1	-1	-1	-1
728	191	No	J.C.S.O. First Tin	The J.C.S.O. Firs	-1	First Impact-De		0	0	0	0	0
729	192	No	Community We		0			-1	0	0	0	0
730	193	No	Speed control o	1. Convicted dru	0			-1	-1	-1	-1	-1
735	199	No	Aggressive Drive	This project wif	0			0	0	0	0	0
736	200	Yes	Blue Springs Enf	Blue Springs has	-1	M.A.D.D. Leann	Mothers Agains	0	0	0	0	0
737	201	Yes	KCK Safe Street	-Traffic laws the	0			0	0	0	0	-1
740	203	Yes	Prevention Befc	Prevention Befc	-1	Lawson High Sch	The High School	0	0	0	0	0
741	204	Yes	School Zone Tra	The city of Glad	0			0	0	0	0	0
742	205	Yes	Workplace Outr	According to the	-1	Kansas Traffic S		-1	-1	0	0	-1
743	206	Yes	Child Passenger	Our goal is to he	-1	Easter Seals - Ar	They will help in	0	0	0	0	0
744	208	No	Smithville Driver	The program w	-1	Smithville Schoc	Provide support	0	0	0	0	0
745	209	Yes	Aggressive and I	Aggressive and i	0			0	0	0	0	0
747	210	Yes	High School Imp	As young drivers	-1	Belton High Sch	Belton Service L	0	0	0	0	0
748	211	No	Power Up	The "power up	0			0	0	0	0	0
749	212	Yes	Platte County B	PLATTE COUNT	-1	Camden Point F	PLATTE COUNT	0	0	0	0	0
750	213	Yes	Youth Preventic	Too many area	-1	Platte County H	Our partner age	0	0	0	0	0
754	207	Yes	Working Togeth	Motor vehicle c	-1	Candice J. Bres	The project part	-1	-1	-1	-1	-1
756	216	Yes	Stop the Bleed	Motor vehicle c	-1	Truman Medica	Law Enforceme	0	0	0	0	0
757	217	Yes	Destination Safe	Our region face	-1	Aaron Bartlett,	The Destination	-1	-1	-1	-1	-1
758	218	Yes	ThinkFirst for Te	For the number	-1	Missouri State F	Missouri State F	0	0	0	0	0
760	220	Yes	Car Seats for Lit	Car Seats for Lit	-1	Baby Grace	Car Seats for Lit	0	0	0	0	0

Project Management Adoption





Challenges/Obstacles

Setting aside time/dedicating staff

High priority but low urgency

Lack of data ownership within department

Low level of technical skills

High staff turnover

Navigating cultural change

Contact

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