Present: Ellen Bauer, PH Division Director; John Wise, DHS IT Manager; Jennifer Milligan, Analyst; Doris Duncan, Wildlife Rescue; Becky Lunders, facilitator

Topic	Discussion	Action/Decision
ASP Feedback / Discussion	Last week, John presented to the Animal Services Partnership the work we've done so far. He is developing a survey for members to weigh in on options for the website, data sharing and level of sophistication for both public and private functions.	12/18: John will complete survey and send it out to the workgroup. 12/19: Workgroup members will provide feedback on survey. 12/20: John will send survey out to ASP members with a Jan 6th deadline for responding. John will pull results of the survey which we will use for discussion at the next meeting (Jan 15th).
Open Data Initiative	The county already has momentum going towards making public data more accessible and useful. The data group discussed how this approach will be beneficial both in achieving the objectives of the Animal Services Partnership (gathering various data as it related to key indicators) and serving as a resource for the public (via socoanimals.org as a place to find anything related to animals in Sonoma County). There is a need to get a price tag for all of these efforts so we can determine what level of sophistication is feasible and desired by the ASP members. There is interest in exploring potential partners in this effort, using the Citizenville book as a model in the effort to access government data and put it to work for advancing community efforts. RFP a website/application developer should be framed as an inspirational opportunity to pilot how government data can become community data and be utilized to engage the public. The impact is significant when the community is involved and could have a positive impact on county resources as well as community engagement. *(paraphrasing Ellen's words)*	John will explore some of his connections including the El Paso firm that has developed a mobile app for lost and adoptable animals. Jennifer and John will work on the Scope of Work for an RFP prior to the Jan 15th meeting so we have a starting point. John will work with Alan on dates/timeline. Proposed timeline: • 1/15: finalize at data group meeting • 1/16: release RFP (three weeks to respond) • 2/6: RFP process closes • 2/13: present information at the ASP meeting John will look into the Sausalito firm mentioned in Citizenville that uses web-based interactive databases and pulls data from systems and throws it out to the public to utilize through an app.
Public & Private Data	Discussion centered on the release of data – both public and private. We talked about data which involves the shelters (volunteers, donations, intakes, euthanasia) and data which involves the jurisdictions (licensing, animal-related calls).	By 1/15 meeting: Ellen will develop a reporting template for (1) jurisdictions and (2) shelters for data gathering.

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	We will also gather input from the ASP members on the data. We want to know (1) if they are willing to submit their data; and (2) how often they are willing to submit their data (monthly / quarterly / annually).	The data group will review the templates at the next meeting so we can present them to the ASP at the February meeting.
Website	There is a desire for wildlife to have a presence on the socoanimals.org website so it lends itself to be a resource for everything animals in Sonoma County.	John will get a picture of a mountain lion off the Wildlife Rescue website so wildlife is represented. Contact Doris if you can't find one you like. Doris will do outreach to other wildlife organizations to gain their support of the ASP. She will invite them to read the Action Plan (link on front page of socoanimals.org); and if their efforts are aligned, she'll invite them to send in an Aligned Partner form (on site under "aligned efforts") so we can link to their organization.
Next Meeting	Monthly meetings are scheduled for the 3rd Wednesday of each month, 8-9 a.m. at 415 Humboldt St, Suite B, Santa Rosa. Jennifer agreed to be the Co-Chair of the Shared Data Group. Becky will send update to website.	**The next meeting is Wednesday, January 15, 2014 from 8:00-10:00am.** ***Note this will be a two-hour meeting. On the agenda: • Review survey results and input from ASP members. • Create draft RFP on the cost of the development of a database, an interactive website and data sweeps based on ASP input. • Explore budgetary impact, private partners and grants so we can provide the ASP with details and possible funding opportunities.