

ITS AMT Quarterly Stakeholder Meeting

Prepared by ICF

6/29/2020

Agenda Topics

- **Updates from Tech**
- **Status of Regional Data**
- **Open Discussion**
- **Data Governance**
- **Next Steps**



Updates from Tech

Small / Minor Enhancements

- Cleared out file name after a document upload
- Open downloaded file from app securely
- Updated the dropdown when filtering asset types and asset subtypes
- Added subtype Terminal Server for CommDevice
- Replaced “Empty” to “-“ when viewing assets/profile
- Updated “Dropped Address” to “Drop Address” (fixed on stage)

Resolved Bugs

- Validation issue with General category when upload new document
- Profile’s diagrams are saving duplicated images
- Dropped Address field is not saving correctly (fixed on stage)

Map Enhancements

- Updated the info box to display more information
- Added “short name” when hover the asset icon
- Resolved the mini-map in the Asset Details pages is not always loading properly
- Removed “Marker Label” under the asset’s icon from the map
- Fixed non-cluster view to show circles marker to make it lightweight and faster. The color of the circle should match with icon color



Status of Regional Data

Assets in the ocean

- 122 assets (0,0 Lat/Long) updated to the coordinates of their respective Regional Offices
- (Regions 2, 3, 6, 8, 10)

Region 1

- Updated CommDevice data

Region 10

- Reimported CCTVs, VMS data left

Region 8

- Updated Cabinet data



Open Discussion

Retrofitted Assets

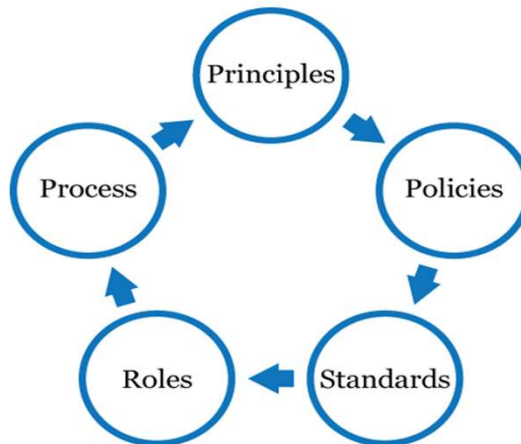
- Region 10 has some assets that are retrofits from their original manufacturer

Other



What is Data Governance?

Rules of engagement for how institutions (people and policies) manage and sustain data across the enterprise, over its lifecycle.



MnDOT Data Governance Framework

Governance Overview

Tools

- Designated tools include this ITS Asset Management Tool and spreadsheet software

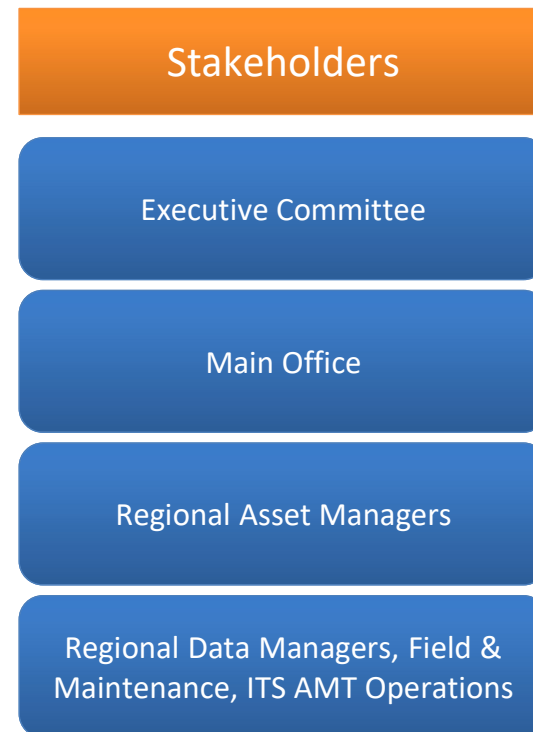
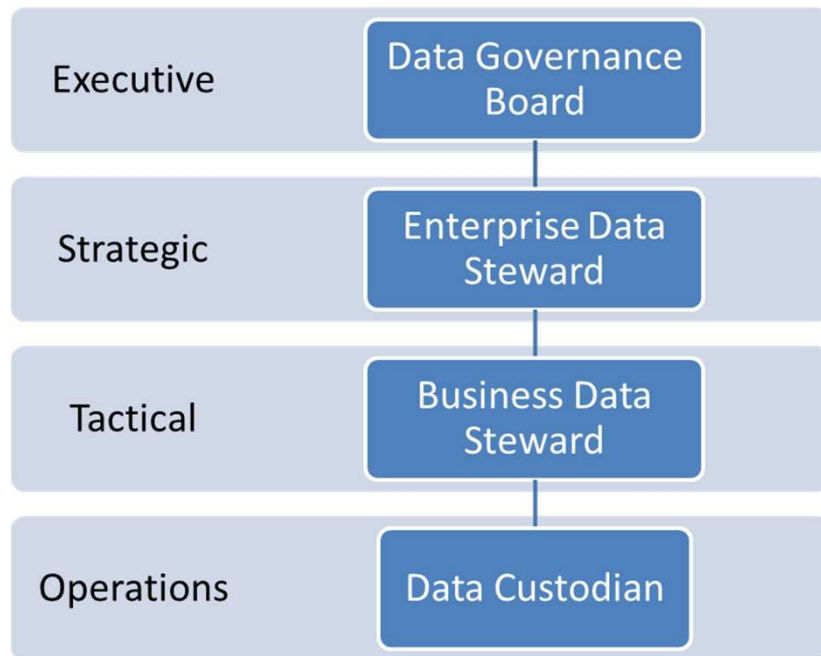
Organization

- Roles and responsibilities of the data governance organization including assigned stakeholders.

Processes

- Rules and procedures used to curate asset data. These include naming conventions, encoding methods, and the change management flow.

Governance Organization



Governance Roles & Responsibilities

- Establish Functional Data Group (this group) (combine with DG Board)
- Set up meeting frequency
- Set up change management process

Data Governance Board

- Executive team consists of data governance stakeholders
- Responsible for establishing data governance policies and championing data accessibility and quality improvements.

Enterprise Data Steward

- Functional "enterprise" business experts
- Responsible for leading assigned functional data working groups comprised of Data Stewards and Data Custodians from each organization
- Reporting to the Data Governance Board
- Advocating for data quality, prioritization and data system usage (not control)

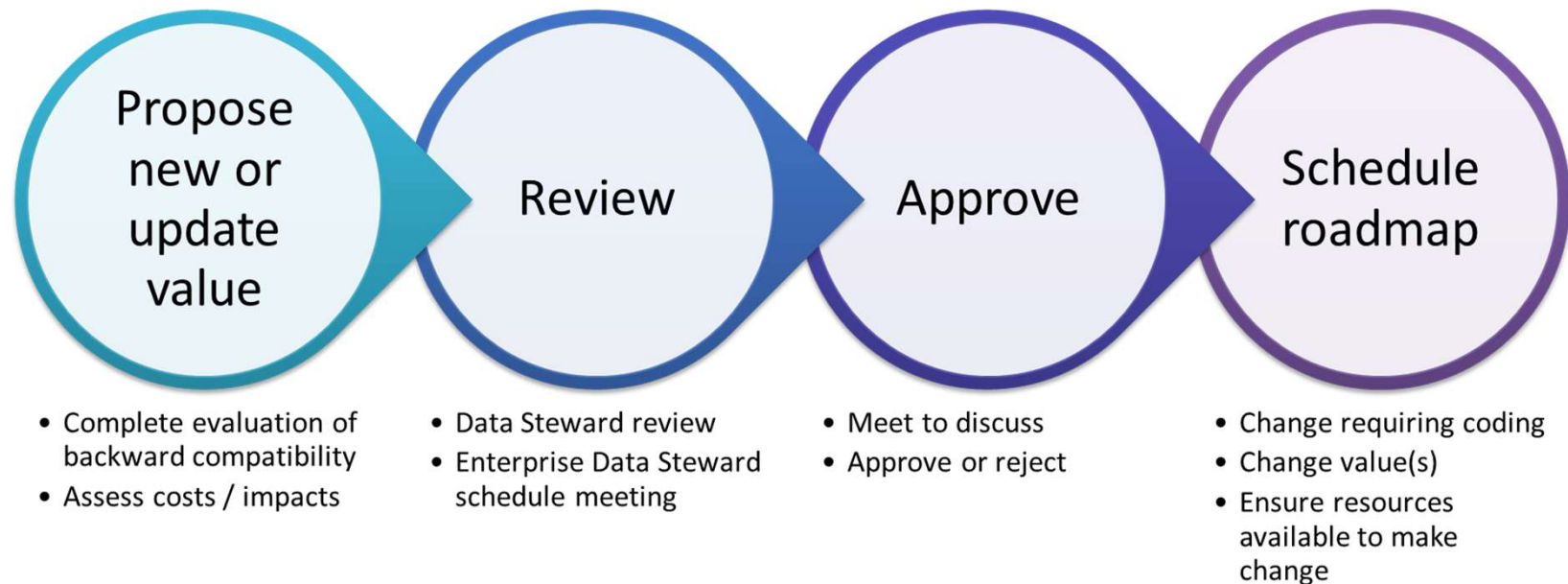
Business Data Steward

- Functional data expert from each organization
- Responsible for overseeing capture, maintenance, and dissemination, as well as validating quality, and participating in data working groups
- Developing Data Steward Data Plans

Data Custodian

- Operational management of data from each organization
- Responsible for data capture, maintenance, and dissemination and following data governance policies/ procedures and participating in data working groups

Change Management Process



Change Categories

Add new values

- Profile and Asset attributes
- Asset type / subtype
- Configuration type
- Procedure / trigger / UX/UI

Change/update values

- Asset type/subtype
- Relationship between attributes, asset types/subtypes
- Naming conventions (profiles and identifiers)

Security updates

- User roles and access
- Infrastructure security patches (part of platform work)

Next Steps

Quarterly meetings – next meeting is Monday, September 28, 2020

Status of Release 2

Guidance Document



Guidance Document

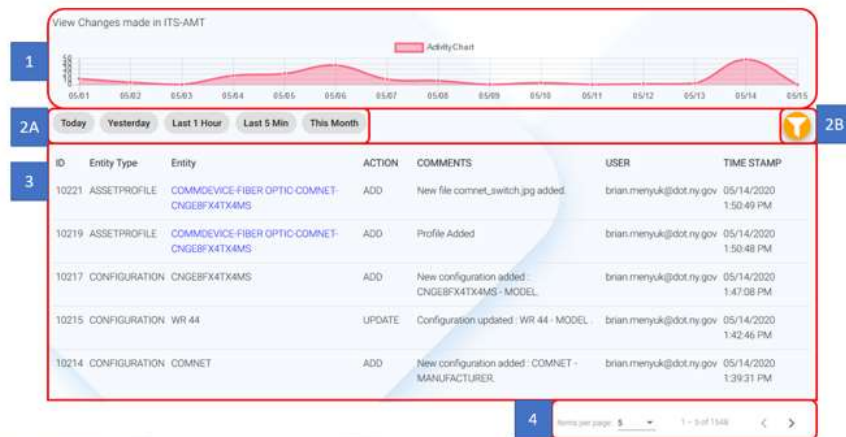


Figure 19: History Page



Figure 20: History Page Filtering Capabilities

Label Num	Activity Function Descriptions	References
1	Activity Chart that shows the number of changes along a timeline.	
2A	Timeline filter to adjust Activity Chart dimension. Dimensions include: <ul style="list-style-type: none"> > Today > Yesterday > Last Hour > Last 5 Minutes > This Month 	
2B	Activity Log filtering function enables a user to select or sort log entry fields. The Apply Filter and Clear Filter buttons are located on the left, above the filter menu. Select the Apply Filter button to execute the filter. Select the Clear Filter button to clear the filter and revert back to the original order.	Apply Filter Clear Filter
3	History change log lists all the changes made to the asset, profile, and configuration.	
4	The user can select the number of records they want to display on the list page. The following functions are included in the display control: <ul style="list-style-type: none"> > Number of records listed on the History page Items per page: 5 When 5 is selected a drop-down list is deployed from which a user may select the number of records to show on each page <ul style="list-style-type: none"> > Controls for navigating pages < > > Number of records displaying from the total 1 - 5 of 1540 <p>Tip: The total number of assets refer to the number of assets based on the filtered list.</p>	(see section _) or included on "this page figure x



Questions

