

1. Mission
 - a. Share and learn about different aspects of our community through free and open community data to improve livability and address community concerns.
2. History
 - a. In 2014, while serving as the city's first Chief of Economic Growth & Innovation, Ted Smith published this [post](#). It was clear to him that Louisville has an extensive library of citizen science and community-gathered data that did not have a home in the city's [open data initiative](#). The city's portal is intended for city-generated data, so there needed to be an alternative. We needed a community governed resource supported by a local trusted institution. After an exhaustive search, he found the right steward of the community data portal. With the creation of the Envirome Institute and the work it does with superfund programs, Ted was able to push his idea to completion.
 - b. On August 13, 2019, Louisville Data Commons officially launched housing Smell MyCity, Brightside, and Pollen Sense data.
3. Who pays for it?
 - a. The Envirome Institute pays the storage cost to further its mission of increasing public scholarship.
4. Governance Committee
 - a. The committee consists of 7 members.
 - b. Environmental and health impacts vary greatly by the geography of a city, so the committee should reflect the geographic diversity of the city.
 - c. In addition, the board will always have one representative from the Envirome Institute, selected by the director of the Envirome institute and one data administrator who is responsible for ensuring the website runs smoothly.
 - i. Each of these positions has a two-year term
 - ii. Other members have a one-year term
 - d. The committee should also have a member of the Louisville Metro government to better coordinate between the commons and Metro's data site.
 - e. Applications:
 - i. To serve on the next committee, one must fill out the nomination form which can be found on the website (*Need to add this after we form the first committee and launch*)
 - ii. You are eligible to nominate both yourself or others
 - iii. Term cycles end in January of each year.
 - iv. The Envirome representative and data administrator shall determine the next committee based on the nomination form.
 - f. If a committee member is failing to contribute and the committee, the committee is eligible to remove that member with a majority vote.
 - g. Similarly, filling a vacancy on the committee requires a majority vote of the committee.
5. Rules for submitting and storing data

- a. Eligible data includes but is not limited to citizen science, science projects, experiments about Louisville, sensor projects, air or water quality data, weather data, non-profit community data, odor reporting, and noise reporting.
 - b. Inappropriate materials, personally identifying data, personal file storage, non-community data, and commercial file storage are prohibited.
 - c. Files that are not updated for one year may be taken down. The owner will be notified 30 days prior and will have an opportunity to appeal the removal of data.
 - d. If a file is larger than 3GB or a single user is attempting to store more than X in a given month/year, the user will need to contact the board of directors who will decide whether or not to allow the continued high usage.
 - e. Files will be licensed under the Creative Commons License by default but are eligible for other licenses
- 6. How we review the data
 - a. Once the file is uploaded, it will be reviewed by at least 2 members of the data committee to ensure it follows our data guidelines. This process will usually take place during the monthly committee meeting.
- 7. Meetings:
 - a. Meetings will occur on a monthly basis either in person or over the phone.
 - b. Structure:
 - i. Updates
 - ii. Dataset review
 - 1. New data
 - 2. Possible removal of old data
 - iii. What's next