Appendix Q: Oregon Water Data Portal Phase 2 Project Documents

This appendix is a compilation of various project documents that can be useful as a reference for future work. This appendix includes:

- **Executive Summary Draft** generated January 30, 205. This was vetted and reviewed, but was not published out. We didn't want to lose the hard work completed and thus are including in this appendix.

- **Legislative Fiscal Office Budget Note** for 2023-25 which outlines funding and the requested deliverables for Phase 2 effort.

- **Steering committee status reports** in reverse chronological order (newest first).

- **All Teams Meeting Notes** from September 2024. We held this meeting to update the full project team (SME, Tech, Admin) on project progress.

- **Draft Data Themes Task Force Procedure** was put together in April 2024 with the idea that in order to get some traction on integrating data sets, we were going to the inventory up into themes. Each team would then have a taskforce that would work through getting the data prepared and ready for use in the portal. The first theme was Surface Water Temperature, and we used that theme in the OWDP IoW Integration Pilot.

Oregon Water Data Portal Project - Phase II (2023-2025 Biennium)

DRAFT project executive summary

Jan. 30,2025

The objective of the Oregon Water Data Portal (OWDP) project is to bring together Oregon's water data in a single website to make it easier for decision makers and the general public to find the data and information necessary to better support water-related decision-making. The need for this project was initially articulated in 2017 and 2018 during discussions on how to best implement Oregon's 2017 Integrated Water Resource Strategy. Work by the Water Core Team, the 100-year Water Vision (2020) and the Oregon Secretary of State's Water Audit (2023) also substantively contributed.

The project was formally initiated by the 2021 Legislature who directed contract services funding to be utilized to scope project feasibility and design recommendations (HB 5006; section 112). In 2023, the legislature continued support for Phase II of the project (HB 5180; package 160), including instructions to the agencies to develop a working pilot portal and a governance plan for the effort. The Oregon Department of Environmental Quality (DEQ) has been identified as the lead agency for the first two phases of the project scoping and initial development, but the work represents multi-agency involvement and has been overseen by an interagency steering committee.[1] Further development of the portal and full realization of its potential utility will require further resource investments, which may include implementation of the governance plan, staffing for the project, development of requirements for the permanent portal and continuing efforts among state agencies to make ready and supply data to their own programs and to the portal.

Project overview

A portal is an online resource that would allow for Oregon's water data to be accessible from one location to enable water-related decisions with combined data and information from multiple sources. These may include tabular and GIS data, documents as needed, data management and decision-making tools, and monolithic data storage (photos, etc.). A portal also provides an important interface to efficiently share data electronically and, in some cases, automatically, across agencies.

The project aims to assist state agencies in continuing to modernize their data practices for both the agencies' own missions and the OWDP objectives, foster plans to generate core databases to store and manage water data, connect agencies and entities at all levels such that their various data are able to be used together, and transform various data from all levels to connect similar data together. The project is proceeding with an approach to ensure that project efforts not impede agencies' efforts to modernize their data during either the project or the continuing daily work.

Water decision making data often are difficult to find, cannot be easily used together and are inefficient to obtain. Even at a state level, agencies may rely on data housed by other agencies to make decisions, which are currently not easily accessible. These data are not uniformly available to decision makers or to provide public transparency of the data generated or owned by Oregon.

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[1] The nine agencies represented in voting positions on the current OWDP project steering committee are as follows: DEQ, DLCD, EIS, ODA, ODF, ODFW, OHA, OWEB, and WRD.

Project work

The project work is proceeding in increments in order methodically address the large amount and types of data and information that ultimately will be desirable to include in the portal. To accomplish this, the multi-agency project team members have adopted a "divide-and-conquer" approach to high level project tasks, including tasks such as assembling software portal infrastructure and establishing data flows from producing agencies. Assembling the software for the portal will proceed in multiple steps. Phase II (occurring during the current 2023-25 biennium) includes production of the pilot portal using existing software applications configured to serve as a basic portal and provide a testing ground for portal capabilities. Future OWDP project phases will develop a more permanent portal, then enhance the functionality of portal by including a permission system for accessing privileged data, toolsets to assist users in the interpretation of available data, etc.

Setting up the collection of relevant data will proceed in a similar manner. The project has divided the sources of data into four categories -- Federal, State, Local Government, and Volunteer. The project is focused on the State agency data category for Phase II. For a variety of reasons, many Oregon State agency water data sets are not ready to be immediately included into the consolidated OWDP portal. These ready-to-go data are easy and inexpensive to work with and could generally be included into the portal by project staff and/or the generating agency. Data which are not immediately ready require specific projects (sometime substantial ones) before they can be made ready. Such projects require time and resources from the generating agency and/or the OWDP project team.

Priority tasks and subprojects associated with the OWDP will generally proceed according to the approval of the Steering Committee. Using this process, we expect to continue to make incremental progress on the portal over a long period. The OWDP relies on the foundational component of data, largely owned by state agencies working on maturing their data practices. Concurrent efforts and resources for agencies in their work to address data modernization needs is also vitally important so that the data made available through the portal can expand and address key water decision-related needs over time.

Cross-agency support

DEQ has undertaken project management and contracting responsibilities, and has formed four multi-agency teams to carry out the project:

- The OWDP *Project Steering Committee* guides the project, approves major actions and acts as a change control board. The Steering Committee consists of executive level representatives from nine Oregon water and IT agencies[1]. The Steering Committee is chaired by the Water Quality Administrator of DEQ, the designated lead agency.

- A *Subject Matter Expert* (SME) team to inventory state-level water data, information needs, available data, and to assess business process and system changes that need to be made at the agency level, in order to carry out the project. The SME team consists of staff level members from all of the Oregon state agencies responsible for or possessing water data, plus contracted project staff from IoW and INR. (See Contractor section, below.)

- A *Technical Team*, including membership from multiple agencies and contractor staff, to plan the single- point-of-access pilot data portal, transformations necessary to make data interoperable and necessary communication protocols. The Technical team is headed by INR staff with major roles played by IoW staff. (See Contractor section, below.)

- The OWDP *Admin Team* is composed of project management staff, all main contractors, and staff representatives from each of the more involved Oregon agencies. The Oregon Chief Data Officer as well as Oregon Enterprise Information Systems staff and managers have open invitations. The

Admin Team is responsible for project management and coordination, document production and planning of major project events.

Phase II of the OWDP project uses three main contractors:

1. CASS – DEQ regularly partners with Oregon State University's Center for Applied Systems and Software to achieve the agency's software system goals. For the OWDP project, CASS supplies a substantial portion of the project management, especially including the software configuration and data management portions of the effort.

2. INR – OSU's Institute for Natural Resources creates and maintains the Oregon Explorer, a natural resources digital library, on behalf of Oregon state agencies and others. INR staff serve on the SME team and lead the technical team. They are specifically responsible for design and implementation of substantive portions of the OWDP Pilot Portal.

3. IoW – Duke University's Internet of Water team leads a large number of water centered efforts for several states and does water data projects at the national level. IoW has been instrumental in

   facilitating and guiding the state's technical efforts through two multiple day Technology Adoption Program (TAP) meetings within the state per biennium, developing a number of reports and long-term project guidance, and designing and implementing substantive portions of the OWDP Pilot Portal.

Additional contractors are also being used for their specific expertise:

1. Olympic Performance – Olympic represents a small group of specialty contractors assisting the OWDP team with several encountered issues. This includes addressing specific Project Management issues associated with the OWDP project requiring highly adaptive management, but conducted within the

   state's established waterfall authorization and management systems, addressing long-term OWDP project governance and documenting reasoning for the project itself in easily digestible language.

2. Dr. Alida Cantor – Alida is a Portland State University professor who was associated with the California water portal effort and has published several papers on the topic. For the OWDP project, Dr. Cantor is responsible for producing an independent review and analysis of the long-term governance plan, the phase II project in general and major deliverables (pilot portal, available data selection, positioning for future portal work) and addressing of the OWDP recommendations from IoW and Dr. Cantor's own project work of last biennium.

Phase II specific work and objectives

OWDP Phase II continues the work and momentum from Phase I, carrying forward the plans produced to provide a pilot portal with substantive seed data, produce a recommended governance structure, and the methodology necessary to carry the project into future phases.

Primary Phase II deliverables

Primary deliverables are project products necessary to the objectives of the project:

1. A Pilot Portal – A preliminary, but very functional, water data portal able to receive and deliver necessary data, demonstrate the long-term value of the OWDP project and allow the Oregon project teams to practice how to produce and maintain a state water data portal.

2. Seed Data Connections – These supply essential data to the portal and demonstrate to participating Oregon agencies how to regularly produce the required data and the increasing IT maturity necessary to do so.

3. Governance plan – A plan to govern operation and maintenance of the portal during Phase lll and into the future which will represent the interests of all parties, including state agencies and users of the portal. The plan is expected to consider roles and responsibilities for executive state agencies and the Oregon University system as well as local governments, tribes, and other entities with a significant data presence and/or interest in Oregon. It will also consider the interests of environmental and industry entities, and other interested parties. Olympic Performance is drafting the initial Governance Plan. The OWDP teams, and in particular, the Steering Committee, will craft the draft plan into a finished proposed plan. The final plan will be considered by the Steering Committee for adoption or recommendation to the Legislature as appropriate.

Secondary Phase ll deliverables

"Secondary Deliverables" are products of the project not called out as "Deliverables", but still necessary to produce to authorize and document the learning required to continue to project. Phase ll examples include the state agency water dataset inventory, multiple state agency data projects, legislative reports and the Phase ll final report.

Pilot portal datasets

Several data themes and data sets are under consideration or to be fully included in the Pilot Portal as part of the efforts for Phase ll of the project:

- Extended Oregon surface water temperature data --These data have been chosen from many around the state as a result of work by the Oregon Stream Team. They are representative of several of the regular issues the project teams will likely encounter over the course of the project. This data will be produced as members of this first offered data theme chosen for the project.

- Substantial portions of Oregon framework data (Framework data are data necessary to lay out the map itself, such as highways, waterways, and political boundaries.)

- Oregon Water Resources Department data from real-time stations

- USGS streamgage data

- Oregon Onsite septic tank Lat/Long Location data

- Additional state agency water quality parameter data, as resources allow, from DEQ's Ambient Water Quality Monitoring System (AWQMS)

- Oregon Water Project Funding Data (low-cost loans, grants, etc.) are under consideration as an included data theme.

In the long term, data to be included in the portal will generally be decided upon and supplied by the agencies themselves, though the central OWDP project staff will assist as they are able. Prioritization for central project resources will often be determined by answering what are the priority water data needs and how much depends upon the relative data sets being processed and made available.

External engagement

Two Technology Application Program events (TAP sessions) lead by IoW have been planned for Phase ll (the 2023-25 biennium). The Spring, 2024 session included IoW staff from multiple locations, and leaders from the portal crafting efforts of New Mexico, Texas and Idaho. A second TAP event with a similar attendee list will take place in Spring of 2025. Each TAP event addresses several issues necessary to the success of the OWDP project with subject matter experts from across Oregon and the US.

The OWDP project has initiated several types of engagement with federally recognized Oregon tribes this biennium, including a presentation at the State and Tribal Natural Resources Work Group. This effort will continue to consider how best to bring in Tribal perspectives and interests in engaging in the project.

The project's biennial Interested Party Engagement for Phase II took place as a Webinar on November 14th, 2024. More than a hundred interested parties attended an extensive project update, followed by a question-and-answer period.

Funding level and authorization for OWDP

See below for the funding level/authorization associated with OWDP in our 2023-25 budget and the associated budget note directed to the agency by the Legislative Fiscal Office.

Environmental Quality, Dept of							LFO Analyst Recommended		Agency Number: 34000

LFO102 - Work Session Presentation Report
2023-25 Biennium

Version: L - 01 - LFO Analyst Recommended
Cross Reference: 34000-002-00-00-00000
Water Quality

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
Package 160 Water Data Platform Implementation									

Package Description   This package provides $1.2 million General Fund and establishes a limited duration Information Systems Specialist 7 (0.88 FTE) and a limited duration Project Manager (1.00 FTE) to support continued development of the Oregon Water Data Portal. Funding was accounted for in the statewide Drought Package.

LFO Recommendation   Approve the package.

LFO Recommended	1,240,131	-	-	-	-	-	1,240,131	2	1.88

Budget note: Oregon Water Data Portal

The Department of Environmental Quality is directed to coordinate with other water-related agencies and contracted service providers to pursue stage 2 development of the Oregon Water Data Portal project, initiated by HB 5006 in the 2021 legislative session. The Department shall prioritize the following project objectives during the 2023-25 biennium, and provide a comprehensive report including, at a minimum, the following information:

- Identifying dedicated staffing, stage 2 project cost, and contract services with third party providers necessary to develop a pilot version of the data portal;

- Establishment of an inter-agency governance structure, agreements and standard operating procedures necessary to support continuation of project development;

- Analysis of the inventory of existing state agency water data to identify state data

- needs, tools, and efforts necessary to acquire additional data to support water related decision making;

- Conducting Oregon tribal and stakeholder engagement to identify data priorities and inform further project development considerations;

- Engagement with the Department of Administrative Services, Enterprise Information Services Office, including status of the Stage Gate process; and

- Identification of risks, likely impacts, and mitigation strategies.

The Department, in coordination with an inter-agency steering committee, will report to the Joint Committee on Ways and Means, during the 2024 legislative session, with the status of the Oregon Water Data Portal project.

Oregon Water Data Portal

Project Phase 2

Project Task List as of June 26, 2025

	Task	Person	Status	Status Details	Goals (by June 2025)
1	Pilot Portal	Carrie	On Track	• Beta user testing completed in May 2025. • IoW is working on the Portal Connection instruction book	Portal Connection Instruction book - June 30, 2025
2	Pilot Portal Data	Carrie	Complete	• Pilot portal team is work was done to bring in WRD well log information for the 3 GWMAs, but the team ran out of time to complete reviews to ensure all parties were ok with the map going public. This map will remain private until it can be picked up and finished. • IoW was able to pull in additional AQWMs data into the integration database.	n/a
3	Governance	Josh	Complete	• The Olympic Performance documents are completed. • Recommended Governance plan was compiled and • shared. It will be included in the final report.	n/a
4	Interested Party Engagement	Michele	Complete	• Webinar successfully delivered on November 14, 2024. • OWDP Nov 14 Webinar Recording • The webinar slides are online: OWDP website.	n/a
5	Agency Data and Projects Inventory	Maya	Complete	• The dataset inventory has been re-combined into a single spreadsheet and is being published as a PDF • in the final report.	n/a
6	Contract Admin	Josh	Complete	• Other than one temp (Vance F.) no others were able to be hired at DEQ. The ROI was not high enough with the remaining project time to continue. • Alida Cantor's agreement was executed. • All contracts end on June 30, 2025.	n/a
7	Final Reports	Ellen	On Track	• Main body of the report has been reviewed and is in final edits. • The appendices are in progress, about 75% complete. • Some of the appendices may not be available until after June 30th in which DEQ will need to wrap up for the final report (contracts all end on June 30th).	Final Report completed June 2025

Contractors:
- OSU CASS (Carrie), Management of OWDP Project
- Internet of Water, Production of Pilot Portal, General Consulting, TAP programs
- OSU Inst for Natural Resources, Production of Pilot Portal, Lead Technical Team
- Alida Cantor, Evaluate Project Output, Write Evaluation Report
- Olympic Performance, Ameliorate OWDP Project, Assist with Governance Plan

Data cleanup projects - abandoned, but a good list for future OWDP efforts.

	Data	Agency	Description	Responsibility	Status
1	Additional AWQMS data	DEQ	Connect data other than surface water temperature data from AWQMS to OWDP	Sarah Rockwell	Scoping
2	OLD Project Data	DEQ	NPDES permit Outfall Location Data (from YDO)	David Pray, Josh Weber	Not Started
3	WQ Investment data	DEQ	NPDES Investments Needed data (view from YDO)	Martina Frey, Josh Weber	Not Started
4	Septic Tank Location data	DEQ	Begin collecting Lat/Long data for septic tanks across Oregon; Connect core database to OWDP	DEQ Onsite Program, Josh Weber	DCBS has a database and is ready to share. Need a state network account.
5	Wells Data	DEQ	Convert paper and PDF records to electronic WPCF Permit compliance monitoring wells parameter data	Wade Peerman, Phil Richerson	Not Started
6	CAFO data	ODA	Convert paper and PDF records to electronic data; Assess the existing CAFO database for continued use	TBD	In Progress
7	RET Db	DEQ	Convert paper and PDF records to electronic data; Assess the existing Real Estate Transaction database for continued use	Wade Peerman	Not Started

Oregon Water Data Portal

Project Phase 2

Project Task List as of May 13, 2025

	Task	Person	Status	Status Details	~3 Month Goals (by June 2025)
1	Pilot Portal	Carrie	Behind	• Beta user testing planned for the week of May 19th 2025. • IoW is working on the Portal Connection instruction book	Portal Connection Instruction book -April 2025 (late) Surface Water Temp Map and Beta User testing – week of May19th 2025 Deliver Pilot Portal full version (not Beta) – June 2025
2	Pilot Portal Data	Carrie	On Track	• Pilot portal team is working on scoping out an additional data integration between DEQ/AWQMS and WRD for the 3 GWMAs. Update: The data has been identified and the WRD SMEs are satisfied with the method planned to display the well log data with a radius of uncertainty.	Continued integration of data sets as able. Updated GWMA data integrated by May 31st GWMA map developed and available by June 30th
3	Governance	Josh	On Track	• The Olympic Performance governance document has been accepted as draft. • The fourth and final virtual governance session will be held May 27th. The team's recommendations will be included in the final report.	Draft Plan --May 2025 Final plan produced in the final report – June 2025
4	Interested Party Engagement	Michele	Complete	• Webinar successfully delivered on November 14, 2024. • OWDP Nov 14 Webinar Recording • The webinar slides are online: OWDP website.	n/a
5	Agency Data and Projects Inventory	Maya	On Track	• A cleaned up inventory will be available as of the final report, even if we are unable to connect with all agencies before June 30.	Complete data set inventory grooming –- May 2025 Final Report Version – June 2025
6	Contract Admin	Josh	On Track	• Hiring for the 2 additional temp hires was cancelled due to the DEQ cyber attack delaying this work. The return is not worth the investment at this point. • Contract with Alida Cantor as been submitted to DEQ contracting.	All temp hires started (TBD) – April 2025 Alida Cantor contract complete – May 2025
7	Final Reports	Josh	On Track	• Ellen Woods (DEQ) is assisting with scheduling this effort. • Proposed Schedule: • 6/11: all pieces drafted and compiled • 6/18: reviews begin • 6/30: final report delivered	Final Report completed June 2025

Contractors:
- OSU CASS (Carrie), Management of OWDP Project
- Internet of Water, Production of Pilot Portal, General Consulting, TAP programs
- OSU Inst for Natural Resources, Production of Pilot Portal, Lead Technical Team
- Alida Cantor, Evaluate Project Output, Write Evaluation Report
- Olympic Performance, Ameliorate OWDP Project, Assist with Governance Plan

Data cleanup projects - not updated since last report due to DEQ network issues.

Update: due to hiring issues, this work is no longer moving forward for the OWDP.

	Data	Agency	Description	Responsibility	Status
1	Additional AWQMS data	DEQ	Connect data other than surface water temperature data from AWQMS to OWDP	Sarah Rockwell	Scoping
2	OLD Project Data	DEQ	NPDES permit Outfall Location Data (from YDO)	David Pray, Josh Weber	Not Started
3	WQ Investment data	DEQ	NPDES Investments Needed data (view from YDO)	Martina Frey, Josh Weber	Not Started
4	Septic Tank Location data	DEQ	Begin collecting Lat/Long data for septic tanks across Oregon; Connect core database to OWDP	DEQ Onsite Program, Josh Weber	DCBS has a database and is ready to share. Need a state network account.
5	Wells Data	DEQ	Convert paper and PDF records to electronic WPCF Permit compliance monitoring wells parameter data	Wade Peerman, Phil Richerson	Not Started
6	CAFO data	ODA	Convert paper and PDF records to electronic data; Assess the existing CAFO database for continued use	TBD	In Progress
7	RET Db	DEQ	Convert paper and PDF records to electronic data; Assess the existing Real Estate Transaction database for continued use	Wade Peerman	Not Started

Oregon Water Data Portal

Project Phase 2

Project Task List as of April 22, 2025

	Task	Person	Status	Status Details	~3 Month Goals (by June 2025)
1	Pilot Portal	Carrie	On Track	• Marc Rempel at INR completed on a map to better display the surface water temperature data for Beta User testing. It is currently on the portal in the "Maps and Tools" area > "Oregon Water Data Portal Atlas" • Beta user testing planned for Spring 2025. • IoW is working on the Portal Connection instruction book	Portal Connection Instruction book -April 2025 Surface Water Temp Map and Beta User testing – April/May 2025 Deliver Pilot Portal full version (not Beta) – June 2025
2	Pilot Portal Data	Carrie	On Track	• Pilot portal team is working on scoping out an additional data integration between DEQ/AWQMS and WRD for the 3 GWMAs. Update: the team has met and started a scope but more discussions are needed and are being scheduled.	Continued integration of data sets as able.
3	Governance	Josh	On Track	• The Olympic Performance documents are in a final review with the team to close out the agreement. • The team held two virtual meetings, facilitated by IoW, to assist in formalizing a plan. A third session is scheduled for April 24th.	Meeting series – March/April 2025 Draft Plan --May 2025 Final plan produced in the final report – June 2025
4	Interested Party Engagement	Michele	Complete	• Webinar successfully delivered on November 14, 2024. • OWDP Nov 14 Webinar Recording • The webinar slides are online: OWDP website.	n/a
5	Agency Data and Projects Inventory	Maya	In Progress	• Current documents need to be updated by agencies and additional agencies engaged, assessments done on each dataset, agency project suggestions added to inventory document or associated in some way • Maya has connected with OWEB, WRD, DEQ, ODA, ODF and ODFW. • This task is running a bit behind schedule as it was challenging to find times that worked for the SMEs and project team members for these discussions. • A cleaned up inventory will be available as of the final report, even if we are unable to connect with all agencies before June 30.	Complete data set inventory grooming –- May 2025 Final Report Version – June 2025

	Task	Person	Status	Status Details	~3 Month Goals (by June 2025)
6	Contract Admin	Josh	On Track	• Hiring for the 2 additional temp hires in progress, as far as we know. DEQ network issues may be delaying this. • Contract draft with Alida Cantor is in progress. DEQ's network issues may delay this work.	All temp hires started (TBD) – April 2025 Alida Cantor contract complete – May 2025
7	Final Reports	Josh	On Track	• Ellen Woods (DEQ) is assisting with scheduling this effort. • Proposed Schedule: • 6/11: all pieces drafted and compiled • 6/18: reviews begin • 6/30: final report delivered	Final Report completed June 2025

Contractors:
- OSU CASS (Carrie), Management of OWDP Project
- Internet of Water, Production of Pilot Portal, General Consulting, TAP programs
- OSU Inst for Natural Resources, Production of Pilot Portal, Lead Technical Team
- Alida Cantor, Evaluate Project Output, Write Evaluation Report
- Olympic Performance, Ameliorate OWDP Project, Assist with Governance Plan

Data cleanup projects - not updated since last report due to DEQ network issues.

	Data	Agency	Description	Responsibility	Status
1	Additional AWQMS data	DEQ	Connect data other than surface water temperature data from AWQMS to OWDP	Sarah Rockwell	Scoping
2	OLD Project Data	DEQ	NPDES permit Outfall Location Data (from YDO)	David Pray, Josh Weber	Not Started
3	WQ Investment data	DEQ	NPDES Investments Needed data (view from YDO)	Martina Frey, Josh Weber	Not Started
4	Septic Tank Location data	DEQ	Begin collecting Lat/Long data for septic tanks across Oregon; Connect core database to OWDP	DEQ Onsite Program, Josh Weber	DCBS has a database and is ready to share. Need a state network account.
5	Wells Data	DEQ	Convert paper and PDF records to electronic WPCF Permit compliance monitoring wells parameter data	Wade Peerman, Phil Richerson	Not Started

	Data	Agency	Description	Responsibility	Status
6	CAFO data	ODA	Convert paper and PDF records to electronic data; Assess the existing CAFO database for continued use	TBD	In Progress
7	RET Db	DEQ	Convert paper and PDF records to electronic data; Assess the existing Real Estate Transaction database for continued use	Wade Peerman	Not Started

Oregon Water Data Portal

Project Phase 2

Project Task List as of March 19, 2025

	Task	Person	Status	Status Details	~3 Month Goals (by June 2025)
1	Pilot Portal	Carrie	On Track	• Performed a few updates based on user feedback (broken links, etc.) • Marc Rempel at INR is working on a map to better display the surface water temperature data. We are targeting completion of this before the next round of Beta user testing. • Beta user testing planned for Spring 2025.	Portal Connection Instruction book -April 2025 Surface Water Temp Map and Beta User testing – April/May 2025 Deliver Pilot Portal full version (not Beta) – June 2025
2	Pilot Portal Data	Carrie	On Track	• Data cleanup tasks are underway. See the section below for details. • Pilot portal team is working on scoping out an additional data integration between DEQ/AWQMS and WRD for the 3 GWMAs.	Data Cleanup task progress depending upon approvals. Continued integration of data sets as able.
3	Governance	Josh	On Track	• The admin team is reviewing the Olympic Performance governance recommendation along with other sources to develop a rough draft of the proposed governance plan. • The team held two virtual meetings, facilitated by IoW, to assist in formalizing a plan. A third session will be scheduled when a draft governance plan has been developed. *Steering committee members are likely to be involved in the later sessions.*	Meeting series – March/April 2025 Draft Plan --May 2025 Final plan produced in the final report – June 2025
4	Interested Party Engagement	Michele	Complete	• Webinar successfully delivered on November 14, 2024. • OWDP Nov 14 Webinar Recording • The webinar slides are online: OWDP website.	n/a

	Task	Person	Status	Status Details	~3 Month Goals (by June 2025)
5	Agency Data and Projects Inventory	Maya	Behind	• Current documents need to be updated by agencies and additional agencies engaged, assessments done on each dataset, agency project suggestions added to inventory document or associated in some way • Maya has connected with OWEB, WRD, DEQ and ODA so far to collect some missing information on the status of data sets. • This task is running a bit behind schedule as it was challenging to find times that worked for the SMEs and project team members for these discussions. Momentum is picking up as we work through several of these updates.	Complete data set inventory grooming –- April 2025 Final Report Version – June 2025
6	Contract Admin	Josh	On Track	• First temp hire started March 17, 2025. This person will be starting with the CAFO data work. • Interviews for the next two temp hires are in progress. • Contract draft with Alida Cantor has started.	All temp hires started – April 2025 Alida Cantor contract complete – May 2025
7	Final Reports	Josh	On Track	• Report outline is in progress.	Schedule for drafting and review period delivered by end of March 2025 Final Report completed June 2025

Contractors:
- OSU CASS (Carrie), Management of OWDP Project
- Internet of Water, Production of Pilot Portal, General Consulting, TAP programs
- OSU Inst for Natural Resources, Production of Pilot Portal, Lead Technical Team
- Alida Cantor, Evaluate Project Output, Write Evaluation Report
- Olympic Performance, Ameliorate OWDP Project, Assist with Governance Plan

Data cleanup projects

	Data	Agency	Description	Responsibility	Status
1	Additional AWQMS data	DEQ	Connect data other than surface water temperature data from AWQMS to OWDP	Sarah Rockwell	Scoping
2	OLD Project Data	DEQ	NPDES permit Outfall Location Data (from YDO)	David Pray, Josh Weber	Not Started
3	WQ Investment data	DEQ	NPDES Investments Needed data (view from YDO)	Martina Frey, Josh Weber	Not Started

	Task					
4	Septic Tank Location data	DEQ	Begin collecting Lat/Long data for septic tanks across Oregon; Connect core database to OWDP	DEQ Onsite Program, Josh Weber	DCBS has a database and is ready to share. Need DEQ account.	
5	Wells Data	DEQ	Convert paper and PDF records to electronic WPCF Permit compliance monitoring wells parameter data	Wade Peerman, Phil Richerson	Not Started	
6	CAFO data	ODA	Convert paper and PDF records to electronic data; Assess the existing CAFO database for continued use	TBD	Started	
7	RET Db	DEQ	Convert paper and PDF records to electronic data; Assess the existing Real Estate Transaction database for continued use	Wade Peerman	Not Started	

Oregon Water Data Portal

Project Phase 2

Project Task List as of January 30, 2025

	Task	Person	Status	Status Details	~3 Month Goals (by March 2025)	~6 Month Goals (by June 2025)
1	Pilot Portal	Carrie	On Track	- First round of content evaluation completed in December 2024. - Beta user testing completed early January 2025. [Results were positive!] - Planned release for showcase on January 31st. - Beta user testing planned for Spring 2025.	Release Pilot Portal Beta Version Continued improvements based on feedback	Portal Connection Instruction book - April 2025 Beta User testing – April 2025 Deliver Pilot Portal full version (not Beta) – June 2025
2	Pilot Portal Data	Carrie	On Track	- IoW was able to successfully connect with AWQMS and data is available through the IoW user interface. - INR completed a test with WRD to create an ESRI Enterprise Portal connection with water rights data. - Additional datasets are anticipated to be made available to the OWDP using remaining project funds. Data cleanup task proposal will be	Data Cleanup task progress depending upon approvals. Continued integration of data sets as able.	OWDP Map layer showing multi-agency combined data sets. -– April 2025

					presented in January steering committee meeting.		

#		Owner	Status	Notes		
3	Governance	Josh	Behind	• Olympic Performance Contractors delivered a draft Portal Governance document in mid January 2025. The project team is evaluating. • There have been conversations with INR, OSU and others to discuss governance options. • The team is planning for a series of virtual meetings, likely facilitated by IoW, to assist in formalizing a plan. *Steering committee members are likely to be involved in the later sessions.*	Meeting series – February 2025 Status/Draft Plan --March 2025	Final plan produced in the final report – June 2025
4	Interested Party Engagement	Michele	Complete	• Webinar successfully delivered on November 14, 2024. • [OWDP Nov 14 Webinar Recording](#) • The webinar slides are online: [OWDP website](#). Additional engagements: • January 15, 2025 at the State and Tribal Natural Resource Work Group • January 21, 2025 at the Water Core Team Meeting	n/a	n/a
5	Agency Data and Projects Inventory	Maya	On Track	• Current documents need to be updated by agencies and additional agencies engaged, assessments done on each dataset, agency project suggestions added to inventory document or associated in some way • We may add some local government data to the inventory, depending on availability from OSU and other sources. • Maya has started reaching out to agencies to collect some missing information on the status of data sets	Complete data set inventory grooming –- March 2025	Final Report Version – June 2025

6	Contract Admin	Josh	On Track	• Budget review meeting was held last week to assess remaining funds and potential uses. Additional data collection plan and decisions now scheduled for Steering Committee. • IoW contract amendment fully executed.	Alida Cantor agreement executed Potential hiring of temps for the data cleanup projects (see Pilot Portal Data section for details)	Alida Cantor contract complete and work in progress
7	Final Reports	Josh	On Track	• Legislative report is not a deliverable in 2025. • Report writing has not begun.	Outline completed and drafting started	Final Report completed June 2025

Contractors:
- OSU CASS (Carrie), Management of OWDP Project
- Internet of Water, Production of Pilot Portal, General Consulting, TAP programs
- OSU Inst for Natural Resources, Production of Pilot Portal, Lead Technical Team
- Alida Cantor, Evaluate Project Output, Write Evaluation Report
- Olympic Performance, Ameliorate OWDP Project, Assist with Governance Plan

Oregon Water Data Portal

Project Phase 2

Project Task List as of December 17, 2024

	Task	Person	Status	Status Details	~3 Month Goals (~Dec/Jan 2024)	~6 Month Goals (~April/May 2025)
1	Pilot Portal	Carrie	On Track	- Pilot portal website online and still requires login. - Website Design Team and SME volunteers are updating content. - User testing planned for early January 2025	Portal user testing Dec 2024/Jan 2025 Portal ready for viewing Jan 2025	Portal Connection Instruction book --April 2025
2	Pilot Portal Data	Carrie	On Track	- IoW has a connection to AWQMS but is finding the tool to be more complex than documentation suggested. *This may be delayed into January.* - INR is working with WRD to test out an ESRI Enterprise Portal connection to allow for easier sharing of data through State tools. - Additional datasets are anticipated to be made available to the OWDP using remaining project funds. The first portion of the plan is expected to be brought to the Steering Committee for decision making in December, 2024.	Connection with AWQMS complete and data available -– Dec 2024 (maybe delayed to Jan)	OWDP Map layer showing multi-agency combined data sets. -– April 2025
3	Governance	Josh	On Track	- Olympic Performance Contractors will be delivering a draft Portal Governance document late in December, 2024. - We have long-term suggestions from Kathryn Helms, Alida Cantor and Valerie Thompson. These plans have been delivered to Olympic Performance. - Current best practice looks like some form of coalition with State Chief Data Officer in a prominent position. We have begun engagement with OSU and INR persons for their likely participation.	Status/Draft Plan --Nov 2024	

4	Interested Party Engagement	Michele	Complete	• Webinar successfully delivered on November 14, 2024. • OWDP Nov 14 Webinar Recording • The webinar slides are online: OWDP website.		
5	Agency Data and Projects Inventory	Maya	On Track	• Current documents need to be updated by agencies and additional agencies engaged, assessments done on each dataset, agency project suggestions added to inventory document or associated in some way • We may add some local government data to the inventory, depending on availability from OSU and other sources. • Maya and Josh talked through ways of handling continuing questions this week	Legislative Version -- Dec 2024/ January 2025	Final Report Version -- June, 2025
6	Contract Admin	Josh	On Track	• Budget review meeting was held last week to assess remaining funds and potential uses. Additional data collection plan and decisions now scheduled for Steering Committee. • IoW contract amendment fully executed.	Contracting complete for IoW and Alida Cantor contracting begun	Alida Cantor contract complete and work in progress
7	Final Reports	Josh	On Track	• Final report not due until June, 2025, legislative version to be completed by beginning of February 2025. • Current work is honing the Final Report outline that has been largely completed. Report writing has not yet begun. • Legislative Report outline is drafted and in progress. Budgeting information due to Legislative Analyst by Friday, December 20th.	Legislative version of Final Report drafted by Dec 2024	Final Report completed June 2025

Contractors:
- OSU CASS (Carrie), Management of OWDP Project
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- OSU Inst for Natural Resources, Production of Pilot Portal, Lead Technical Team
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Oregon Water Data Portal

Project Stage 2

Project Task List as of November 7, 2024

	Task	Person	Status	Status Details	~3 Month Goals (~Dec/Jan 2024)	~6 Month Goals (~April/May 2025)
1	Pilot Portal	Carrie	On Track	● Pilot portal website online, still requires login, and several SME team members are working on content updates. ● We have a URL: oregonwaterdata.org ● Amendment to our IoW contract is in progress to have them produce an instruction document to enable Oregon entities to upload data to the portal and enable use of templates and APIs to do so.	Portal user testing Dec 2024/Jan 2025 Portal ready for viewing Jan 2025	Portal Connection Instruction book -- April 2025
2	Pilot Portal Data	Carrie	On Track	● WRD data has been pulled into the IoW database. We are working through how to display the data appropriately. ● IoW has a login for DEQ's AWQMS data and is working on the connection. ● INR has been able to connect the Pilot Portal to IoW's database. ● ~ 20 framework, authoritative state data sets are available which includes multiple agencies.	Continue loading data --Nov 2024 Connection wit AWQMS complete and data available -– Dec 2024	
3	Governance	Josh	On Track	● We have long-term suggestions from Kathryn Helms, Alida Cantor and Valerie Thompson. A 2023 governance document exists which will be updated before inclusion in the 2025 Final Report. Documents will shortly be available for scrutiny via hyperlink. ● Current best practice looks like some form of coalition with State Chief Data Officer in a prominent position. We have begun engagement with OSU and INR persons for their likely participation. ● Olympic Performance Contractors are actively assisting in this task.	Status/Draft Plan -- Nov 2024	

#						
4	Interested Party Engagement	Michele	On Track	- Scheduled for November 14; 10 am – Noon - Session will be recorded. [Webinar registration] page open, 89 registered as of 11/7. - Two Dry Runs completed. The team has been working hard building engaging scripts and slides. - Final Dry Run and slide finalization on 11/12	November 14, 2024; 10 am - noon	
5	Agency Data and Projects Inventory	Maya	Started	- Current documents need to be updated by agencies and additional agencies engaged, assessments done on each dataset, agency project suggestions added to inventory document or associated in some way - We may add some local government data to the inventory, depending on availability from OSU and other sources. - Maya and Josh talked through ways of handling continuing questions this week	Legislative Version - Dec 2024	Final Report Version -- June, 2025
6	Contract Admin	Josh	In Progress	- Budget review meeting is being scheduled to assess remaining funds and potential uses. - IoW contract amendment final edits being completed.	Contracting complete for IoW and Alida Cantor contracting begun	Alida Cantor contract complete and work in progress
7	Final Reports	Josh	On Track	- Final report not due until June, 2025, legislative version to be completed by February 2025. - Current work is honing the outline that has been completed. Report writing has not yet begun.	Legislative version of Final Report drafted by Dec 2024	Final Report completed June 2025

Contractors:
- OSU CASS (Carrie), Management of OWDP Project
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Oregon Water Data Portal

Project Stage 2

Project Task List as of Oct. 15, 2024

	Task	Person	Status	Status Details	~3 Month Goals (~Dec/Jan 2024)	~6 Month Goals (~April/May 2025)
1	Pilot Portal	Carrie	On Track	• The Pilot Portal and its associated documentation will be produced by IoW and INR, largely using existing software. • The INR contract makes them responsible for the Geospatial portion of the pilot portal. • We are processing an amendment to our IoW contract to have them produce an instruction document to enable Oregon entities to upload data to the portal, and enable use of templates and APIs to do so. • Work has started and is on track.		Portal Connection Instruction book -- April 2025
2	Pilot Portal Data	Carrie	On Track	• Some "seed" data *has been selected for likely inclusion but is not yet been finalized • Work on the OWDP connection to DEQ's AWQMS data is proceeding. • IoW will identify and load seed data from Oregon and federal sources to the OWDP, and pass GIS data on to INR.	Seed data identified --Oct 2024 Seed data loaded --Nov 2024	
3	Governance	Josh	Started	• We have long-term suggestions from Kathryn Helms, Alida Cantor and Valerie Thompson. A 2023 governance document exists which will be updated before inclusion in the 2025 Final Report. Documents will shortly be available for scrutiny via hyperlink. • Current best practice looks like some form of coalition with State Chief Data Officer in a prominent position. We have begun engagement with OSU and INR persons for their likely participation. • Olympic Performance Contractors will assist with this task.	Status/Draft Plan -- Nov 2024	

	Task	Person	Status	Status Details	~3 Month Goals (~Dec/Jan 2024)	~6 Month Goals (~April/May 2025)
4	Interested Party Engagement	Michele	On Track	• Scheduled for November 14; 10 am – Noon • An invitation will go out to invited persons on October 15. Non-invited persons are also welcome. • Documents will be made available as background. Emphasis on project status/update, with a method for feedback given. Preparation is in progress. First live run-through will be October 8th • We will need to put a way of receiving feedback in place, though this is not a major function of the event	November 14, 2024; 10 am - noon	
5	Agency Data and Projects Inventory	Maya	Started	• Current documents need to be updated by agencies and additional agencies engaged, assessments done on each dataset, agency project suggestions added to inventory document or associated in some way • We may add some local government data to the inventory, depending on availability from OSU and other sources. • Maya and Josh talked through ways of handling continuing questions this week	Legislative Version -- Dec 2024	Final Report Version -- June, 2025
6	Contract Admin	Josh	In Progress	• INR Agreement signed by all parties and active as of 10/2 • Budget update/changes reviewed with Adam Coutu @ DEQ; updates completed • IoW contract amendment in OR Buys and authorization in progress • Olympic Performance contract completed and work started; Interviews in progress • Gold Systems contracts determined not to be necessary as OWDP project will use AWQMS REST services for data access	Contracting complete for IoW and Alida Cantor contracting begun	Alida Cantor contract complete and work in progress
7	Final Reports	Josh	Started	• Final report not due until June, 2025, legislative version to be completed by February 2025. • Current work is forming the index of appendices. Report writing has not yet begun.	Legislative version of Final Report drafted by Dec 2024	Final Report Completed June 2025

Notes:

*"Seed data" for the Pilot Portal currently consists of the following: Stream gage flow data from federal and WRD sources, water temperature and parameter sampling data from and through DEQ Laboratory's AWQMS and potentially several other minor data families.

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- Olympic Performance, Ameliorate OWDP Project, Assist with Governance Plan

OWDP status report – June 2024

DEQ Project Manager: Josh Weber, joshua.weber@deq.oregon.gov CASS Project Manager: Carrie Hertel, carrie.hertel@oregonstate.edu

Resources

1. The Oregon Water Data Portal Website
2. Legislative Report February 17, 2023
3. Status Report (per 2023 HB 5018 Budget Note) January 2024
4. Joint Ways and Means Subcommittee on Natural Resources Presentation

OWDP key team members

Name	Agency	Role
Josh Weber	DEQ	DEQ Lead Project Manager
Carrie Hertel	OSU CASS	Lead Project Manager
Maya Campbell	OSU CASS	Intern
Audrey Hatch	OWEB	SME Team Lead, Administrative Team member
Rob Hibbs	ODA	Technical Team, Administrative Team member
Tanya Haddad	DLCD	Technical Team
Benjamin Scandella	WRD	SME Team
Michele Martin	DEQ	Project Manager, Administrative Team
Sarah Mattecheck	DEQ	Project Manager, SME Team and Administrative Team
Marc Rempel	INR	Tech Team Lead
Lilli Watson	IoW	Administrative Team and SME Team member

Project accomplishments: June 2024

1. Documentation: The project admin team has been hard at work on documentation and created a document tracking sheet to assist.
   a. Executive Summary (Josh) – has been sent around for feedback which is being incorporated
   b. Project Charter (Carrie) – sent around for some feedback by the admin team Waiting for the executive summary to be finalized to make sure the two align
   c. Business Case (Sarah) – On track with a completion date for the draft of 7/26/24
   d. Risk Register (Audrey) – Completed a draft, in review with admin team
   e. IoW report on the session in April (Lilli) – sent for another round of feedback
2. Contracting: The INR contract, including an extra $50k for an initial geospatial server data interface, is in the signature phase. Started contracting for Project Management document assistance.
3. The 2025-2027 OWDP budget is in progress. Given the current budget climate this is not likely to be included in DEQ's ARB. Budgeting was done at the end of April, for an ask of approximately $3M.
4. OWDP team presented the project to the DEQ Information Governance Council on 6/12.
5. The EIS team is meeting with some individual agencies (beginning with DEQ, and OWEB) to review the workflow for publishing their existing datasets.

Upcoming

1. The administrative team is working on project documents. July's continued focus is on EIS templates as appropriate for the following documents at a minimum:
   a. Executive Summary (On track for draft mid-July and final by end of July)
   b. Project Charter (On track for mid-July)
   c. Business Case (On track to finish by end of July)
2. Continue working the Risk Register draft
3. Complete OSU INR contract (dependent on contracting offices at this point). Work to finalize the Project Management assistance contract. The contract with Alida Cantor for project review is planned.
4. Finalize IoW report and distribute. (same as last report)
5. Resolve technical resource needs (ISS7?)
   a. Unresolved. See Challenge #2 below.

Challenges and mitigation

1. **Project planning.** The planning phase of the project took about five months into the new biennium. The project is now in the execution phase and a little behind schedule. We need to organize the developed material into more formalized project documents. These will make the case for this project and provide a plan for how we will get the pilot portal completed this biennium.
   a. The administrative team is on track to finish project documents by the end of April.
   b. The administrative team is looking at ways to restructure the project teams to best use agency staff time. The SME team will function as theme-based task forces.
   c. (Update 4/30): The business case and 1 pager drafts have been started, but still need work. The updated completion data is at the end of May. The project charter is in progress.
   d. Do we want to consider charters for each team/taskforce?
   e. (Update 5/31): Due to discussions within DEQ and the project team, these documents were delayed. Efforts to narrow the focus of the project and the documentation required to be successful and achieve buy-in are in progress. This documentation work and uncertainty in planning is causing a delay to the project.
   f. (Update 6/30): Some progress made, but the previous update for May stands.
2. **Technical resources.** The project lacks staff to perform the technical work to create the pilot portal. Enterprise Information Services does not appear to have the capacity to complete work beyond publishing data in the Open Data Portal. Therefore, additional staff are needed to build the interface and functions for the pilot portal.
   a. DEQ is currently recruiting for an ISS7. This position will fill some of the anticipated need, but not all.
   b. DEQ is contemplating hiring two temporary ISS5 to assist.
   c. (Update 4/30): ISS7 recruitment is underway. First and Second round interviews are expected to occur in May.
   d. (Update 5/31): Five candidates were selected and participated in first round interviews after sending out questions for evaluation to 14 qualified candidates for the ISS7 position. After the first round of interviews, CSD requested additional detail about the anticipated duties of the position from DEQ management. Information was provided describing the need for the position and its necessity for the pilot project. The recruitment is currently paused and second round interviews were not conducted.
      i. EIS Open Data Portal team was given access to a list of 10 data sets identified for the Surface Water Temperature Data pilot late February. This included data from WRD, ODFW

and OWEB. DEQ completed work on highlighting additional data in May for delivery to EIS in June.

> 1. Early April, the EIS team started work on OWEB's Oregon Watershed Restoration Inventory dataset and that work continues into June.

3. **(Update 6/30): ISS7 recruitment is on hold**. Other options are being explored. Technical progress on the project (outside of EIS dataset work) has largely been put on hold without this resource.
   a. Monthly meetings with EIS DGT have been set to assist with progress tracking
   b. Data Standards group is planning to meet mid-July and includes leadership by IoW Director, Kyle Onda.
4. **Agency staff resource tracking.** We need to develop a mechanism for tracking various agency staff time moving forward in the project. We need to understand the level of effort the project has taken so far and what future staffing resources are necessary.
   a. Quantify current staff time by agency
   b. Quantify what staff time will be required for project success
   c. (Update 4/30): A mechanism for tracking this time needs to be prepared and put to use.
   d. (Update 5/31): No update.
   e. (Update 6/30): No update. If this does not make progress, the project team will archive this for future review and remove from this report.
5. **Portal long-term planning.** The long-term operations and maintenance of the portal has not been settled. What agency or organization will be responsible for the portal and what staff will be devoted to the maintenance and upkeep of the portal? The project team identified a need for staff resources to steward the portal since full automation is not possible.
   a. This is a topic for discussion at our upcoming in-person workshop facilitated by Internet of Water. Several representatives from other states will be present to provide insight and lessons learned for the development of their portals.
   b. (Update 4/30): This was discussed at the Technology Adoption Program (IOW) sessions. Several alternatives were described, but this is still an area of concern. Important discussions about where the portal will live long term are happening.
   c. (Update 5/31): This continues to be an issue and one that is complicated to solve. The project team has recommendations and ideas for solutions, and needs guidance from the steering committee.
   d. (Update 6/30): The June steering committee meeting was canceled due to conflicts and vacations hindering participation by its members. This topic is on the agenda for July's meeting.

OWDP status report – May 2024

DEQ Project Manager: Josh Weber, joshua.weber@deq.oregon.gov CASS Project Manager: Carrie Hertel, carrie.hertel@oregonstate.edu

Resources

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Michele Martin	DEQ	Project Manager, Administrative Team
Sarah Mattecheck	DEQ	Project Manager, SME Team and Administrative Team
Marc Rempel	INR	Tech Team Lead
Lilli Watson	IoW	Administrative Team and SME Team member

Project accomplishments: May 2024

1. First round interviews for the ISS7 position were completed. In reviewing more about this position with DEQ management, the recruitment has been paused and second round interviews were not conducted.
2. The project admin team met several times to discuss and plan project re-organization, including an in-person meeting on May 20th. Through this process we learned that project documentation needs to be adjusted and started that work.
3. Internet of Water (IoW) sent their draft report to the project admin team for review.
4. Contracts for the current biennium with OSU CASS and IoW are completed. The INR contract, including an extra $50k for an initial geospatial server data interface, is in the signature phase.
5. Sarah Mattecheck (DEQ) attended the New Mexico Water Data Initiative Workshop and also attended several meetings with other states while she was there. The meetings with other states working on water data portals focused on challenges and issues that have come up over the duration of their projects. New Mexico and Texas both proved lessons learned and strategies for building momentum and excitement around their water data portals. The workshop showcased several different agency level projects intended to get data ready for the water portal and ways agencies and other interested parties are using New Mexico's water data portal to answer questions and make policy decisions. The workshop stressed the importance of FAIR (findable, accessible, interoperable, and reusable) data for state agencies, the legislature, and the public.
6. A draft POP for the 2025-2027 OWDP is progress. Given the current budget climate this is not likely to be included in DEQ's ARB. Budgeting was approximately done at the end of April, for an ask of

approximately $3M. Narrative, including the Business Analysis component of "why do we need to do this project" is scheduled to be done by around the end of June, 2024.

Upcoming

1. The administrative team is working on project documents. The team has struggled a bit with direction. June's focus is on EIS templates as appropriate for the following documents at a minimum:
   a. Executive Summary
   b. Project Charter
   c. Business Case
2. Complete OSU INR contract. There are still two small contracts to put in place, one for Project Management assistance, and Alida Cantor for project review.
3. Finalize IoW report and distribute.
4. Resolve technical resource needs (ISS7?)
5. OWDP team is presenting the project to the DEQ Information Governance Council on 6/12.

Challenges and mitigation
1. **Project planning.** The planning phase of the project took about five months into the new biennium. The project is now in the execution phase and a little behind schedule. We need to organize the developed material into more formalized project documents. These will make the case for this project and provide a plan for how we will get the pilot portal completed this biennium.
   a. The administrative team is on track to finish project documents by the end of April.
   b. The administrative team is looking at ways to restructure the project teams to best use agency staff time. The SME team will function as theme-based task forces.
   c. (Update 4/30): The business case and 1 pager drafts have been started, but still need work. The updated completion data is at the end of May. The project charter is in progress.
   d. Do we want to consider charters for each team/taskforce?
   e. (Update 5/31): Due to discussions within DEQ and the project team, these documents were delayed. Efforts to narrow the focus of the project and the documentation required to be successful and achieve buy-in are in progress. This documentation work and uncertainty in planning is causing a delay to the project.
2. **Technical resources.** The project lacks staff to perform the technical work to create the pilot portal. Enterprise Information Services does not appear to have the capacity to complete work beyond publishing data in the Open Data Portal. Therefore, additional staff are needed to build the interface and functions for the pilot portal.
   a. DEQ is currently recruiting for an ISS7. This position will fill some of the anticipated need, but not all.
   b. DEQ is contemplating hiring two temporary ISS5 to assist.
   c. (Update 4/30): ISS7 recruitment is underway. First and Second round interviews are expected to occur in May.
   d. (Update 5/31): Five candidates were selected and participated in first round interviews after sending out questions for evaluation to 14 qualified candidates for the ISS7 position. After the first round of interviews, CSD requested additional detail about the anticipated duties of the position from DEQ management. Information was provided describing the need for the position and its necessity for the pilot project. The recruitment is currently paused and second round interviews were not conducted.
      i. EIS Open Data Portal team was given access to a list of 10 data sets identified for the Surface Water Temperature Data pilot late February. This included data from WRD,

ODFW and OWEB. DEQ completed work on highlighting additional data in May for delivery to EIS in June.

   ii. Early April, the EIS team started work on OWEB's Oregon Watershed Restoration Inventory dataset and that work continues into June.

3. **Agency staff resource tracking.** We need to develop a mechanism for tracking various agency staff time moving forward in the project. We need to understand the level of effort the project has taken so far and what future staffing resources are necessary.
   a. Quantify current staff time by agency
   b. Quantify what staff time will be required for project success
   c. (Update 4/30): A mechanism for tracking this time needs to be prepared and put to use.
   d. (Update 5/31): No update.

4. **Portal long-term planning.** The long-term operations and maintenance of the portal has not been settled. What agency or organization will be responsible for the portal and what staff will be devoted to the maintenance and upkeep of the portal? The project team identified a need for staff resources to steward the portal since full automation is not possible.
   a. This is a topic for discussion at our upcoming in-person workshop facilitated by Internet of Water. Several representatives from other states will be present to provide insight and lessons learned for the development of their portals.
   b. (Update 4/30): This was discussed at the Technology Adoption Program (IOW) sessions. Several alternatives were described, but this is still an area of concern. Important discussions about where the portal will live long term are happening.
   c. (Update 5/31): This continues to be an issue and one that is complicated to solve. The project team has recommendations and ideas for solutions, and needs guidance from the steering committee.

OWDP status report – April 2024

DEQ Project Manager: Josh Weber, joshua.weber@deq.oregon.gov CASS Project Manager: Carrie Hertel, carrie.hertel@oregonstate.edu]

Resources

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Michele Martin	DEQ	Project Manager, Administrative Team
Sarah Mattecheck	DEQ	Project Manager, SME Team and Administrative Team
Marc Rempel	INR	Tech Team Lead
Lilli Watson	IoW	Administrative Team and SME Team member

Project accomplishments: April 2024

1. Internet of Water (IoW) facilitated a meeting in the afternoon and a dinner discussion on 4/24. This was followed by a full day workshop on 4/25 at The Grand Hotel at Bridgeport. 16 participants at dinner and 26 participants in the full day workshop. New Mexico, Texas and Idaho had water data portal representatives. It was valuable to make those connections and learn from the work they have done.
2. The Admin team prepared wireframes and a site map for the proposed OWDP for feedback during the 4/25 workshop.
3. Various groups have been reaching to learn more about the portal and see how they can get involved. The most interesting is a potential offer from OSU to partner on working with problem solving for multiple small cities in Oregon who have some water data, but need additional tools and data supplied in order to address regulatory issues.

4. The POP for the 2025-2027 OWDP budget is in the works! Budgeting was approximately done at the end of April, for an ask of approximately $3M. Narrative, including the Business Analysis component of "why do we need to do this project" is scheduled to be done by around the end of May, 2024.

Upcoming

1. The administrative team is working on project documents including the business case and project plan.
2. Contracts with OSU CASS and Internet of Water are in the process of being finalized.
3. Next Steps from the Internet of Water workshop
    a. Pilot Portal: Build a pilot data portal that harvests continuous temperature data from the Open Data Portal and Geohub and 1) shows results in a single location and 2) allows users to download that data in a machine-readable format.
    b. Governance Structure: Develop a proposal for a governance structure for the implementation phase of the OWDP project that includes who has decision-making authority on each team.
    c. Inventory and Data Needs: Choose two additional data themes, identify relevant datasets, and assign readiness categories to each dataset within the selected data themes.
4. Sarah Mattecheck from DEQ will be attending the [New Mexico Water Data Initiative Workshop](#) on May 10, 2024 in Albuquerque, NM. She is arriving a day ahead of the event and is setting up meetings with key individuals to make valuable connections.

Challenges and mitigation

1. The planning phase of the project took about five months into the new biennium. The project is now in the execution phase and a little behind schedule. We need to organize the developed material into more formalized project documents. These will make the case for this project and provide a plan for how we will get the pilot portal completed this biennium.
    a. The administrative team is on track to finish project documents by the end of April.
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        i. Do we want to consider charters for each team/taskforce?
2. The project lacks staff to perform the technical work to create the pilot portal. Enterprise Information Services does not appear to have the capacity to complete work beyond publishing data in the Open Data Portal. Additional staff are needed to build the interface and functions for the pilot portal.
    a. DEQ is currently recruiting for an ISS7. This position will fill some of the need but not all.
    b. DEQ is contemplating hiring two temporary ISS5 to assist.
    c. (Update 4/30): ISS7 recruitment is underway. First and Second round interviews are expected to occur in May.

3. We need to develop a mechanism for tracking various agency staff time moving forward in the project. We need to understand the level of effort the project has taken so far and what future staffing resources are necessary.
    a. Quantify current staff time by agency
    b. Quantify what staff time will be required for project success
    c. (Update 4/30): A mechanism for tracking this time needs to be prepared and put to use.
4. The long-term operations and maintenance of the portal has not been settled. What agency will be responsible for the portal and what staff will be devoted to the maintenance and upkeep of the portal? The project team identified a need for staff resources to steward the portal since full automation is not possible.
    a. This is a topic for discussion at our upcoming in-person workshop facilitated by Internet of Water. Several representatives from other states will be present to provide insight and lessons learned for the development of their portals.
    b. (Update 4/30): This is still an area of concern. Important discussions about where the portal will live long term are happening.

OWDP status report – March 2024

DEQ Project Manager: Josh Weber, joshua.weber@deq.oregon.gov CASS Project Manager: Carrie Hertel, carrie.hertel@oregonstate.edu

Resources

1. The Oregon Water Data Portal Website
2. Legislative Report February 17, 2023
3. Status Report (per 2023 HB 5018 Budget Note) January 2024
4. Joint Ways and Means Subcommittee on Natural Resources Presentation

OWDP key team members

Name	Agency	Role
Josh Weber	DEQ	DEQ Lead Project Manager
Carrie Hertel	OSU CASS	Lead Project Manager
Alex Merino	OSU CASS	Intern
Audrey Hatch	OWEB	SME Team Lead, Administrative Team member
Rob Hibbs	ODA	Technical Team, Administrative Team member
Tanya Haddad	DLCD	Technical Team
Benjamin Scandella	WRD	SME Team
Michele Martin	DEQ	Project Manager, Administrative Team
Sarah Mattecheck	DEQ	Project Manager, SME Team and Administrative Team

Project accomplishments: January 2024 – March 2024

1. DEQ presented to the Joint Way's and Means Subcommittee a status update about project development, as required by a budget note in the 2023-205 Legislatively Approved Budget. The Committee took action to accept submittal of the report as meeting the reporting requirements identified in the budget.
2. The Subject Matter Expert (SME) Team completed their first call for data, surface water temperature. The datasets were combined in an inventory noting the agency, description, publication status, availability, completeness, and restrictions. The inventory was sent February 29, 2024 to Enterprise Information Services staff to develop a roadmap for incorporating data into the Open Data Portal.
3. The Administrative Team held a strategy meeting at the DEQ Portland office. The topics of discussion were 1) portal interface design and functions and 2) the development of the business case.

Upcoming

1. Internet of Water is planning and facilitating an in-person workshop on April 25th for the entire OWDP project. Representatives from New Mexico, Texas, California, and Idaho will attend to share their experiences with developing state water data portals.
2. The administrative team is working on project documents including the business case and project plan.
3. Contracts with OSU CASS and Internet of Water are in the process of being finalized.

Challenges and mitigation

1. The planning phase of the project took about five months into the new biennium. The project is now in the execution phase and a little behind schedule. We need to organize the developed material into more formalized project documents. These will make the case for this project and provide a plan for how we will get the pilot portal completed this biennium.
    a. The administrative team is on track to finish project documents by the end of April.
    b. The administrative team is looking at ways to restructure the project teams to best use agency staff time. The SME team will function as theme-based task forces.
2. The project lacks staff to perform the technical work to create the pilot portal. Enterprise Information Services does not appear have the capacity to complete work beyond publishing data in the Open Data Portal. Additional staff are needed to build the interface and functions for the pilot portal.
    a. DEQ is currently recruiting for an ISS7. This position will fill some of the need but not all.
    b. DEQ is contemplating hiring two temporary ISS5 to assist.
3. We need to develop a mechanism for tracking various agency staff time moving forward in the project. We need to understand the level of effort the project has taken so far and what future staffing resources are necessary.
    a. Quantify current staff time by agency
    b. Quantify what staff time will be required for project success
4. The long-term operations and maintenance of the portal has not been settled. What agency will be responsible for the portal and what staff will be devoted to the maintenance and upkeep of the portal? The project team identified a need for staff resources to steward the portal since full automation is not possible.
    a. This is a topic for discussion at our upcoming in-person workshop facilitated by Internet of Water. Several representatives from other states will be present to provide insight and lessons learned for the development of their portals.

OWDP All Teams meeting

September 5, 2024, 9am Pacific (12pm Eastern)

Goal: Provide an update to the OWDP team members and plans for the rest of the biennium
Agenda

9:00 – 9:15 am: Welcome and General Updates (Josh)
9:15 – 9:30 am: Pilot Portal Update (Carrie)
9:30 – 9:40 am: Current SME Team and Future User Experience Task Force (Audrey/Sarah)
9:40 – 10:00 am: Questions and Discussion

The notes below are a snapshot captured by Maya Campbell and Carrie Hertel. These may include some summarization. To get the full experience, please review the meeting recording.
Slides used for the Engagement and Pilot Portal update are available for review.

Meeting notes

Welcome and General Updates (Josh)
- SME and Technical Teams, we still need you.
- Steering Committee Meeting coming up: Thursday, September 12th, 2024

Changes
- We were unable to move forward with the staff hiring plan we had early in the process. DEQ leadership encouraged hiring contractors instead of having staff. The project has pivoted to adjust for that.
- IoW and INR will be assisting with building the Pilot Portal.
- We added Olympic Performance, a project management contractor, to this project. This group will assist with project documentation to make them more robust. Additionally, they will assist with governance planning and the project white paper.

Engagement (Michele)
- Michele Martin will be leading the engagement event. She works at DEQ as a project manager in water quality on several different projects.
- <u>Tentative</u> Date: Thursday, November 14th, 2024 and is planned to be a 2 hour event.

OWDP All Teams Meeting - September 20241
- Location: Virtual (Teams or Zoom)
- Goal: Update interested parties and Tribes on project progress and build legislative support.
- Audience: Local governments, agency decision-makers, water data users

Pilot Portal Update (Carrie)
- Started with discussion IOW hosted TAP session that was in April and what we considered the Minimum Viable Product (MVP) would be.
- Early in 2024, we were getting some traction on developing data themes and reviewing data sets but lacked the staff to do the work of building out the pilot portal
- IoW and INR stepped up with a proposed plan to get a pilot portal built and ready to showcase to legislature (and others) in January 2025.
- This plan was presented to and approved by the Steering Committee in August.

Scope
- IoW will be providing their expertise in water data work, a user interface, database and API.
- INR will be building the pilot portal website using state software and integrating with the IoW tools
  - Marc and Rachel chatted briefly about account access needs

- o Marc will follow up with Rachel regarding accounts
- A User Experience Task Force[2] will be pulled together to inform the pilot portal design.
- IoW will lead the effort in pulling together some seed data for the pilot
- We are using DEQ's AWQMS system as the data integration pilot and are working on a mechanism to connect with that data.

Timeline
- Pilot development going on now
- Pilot testing in December 2024
- Pilot ready to show in January 2025
- Continue to expand and add additional datasets through June 2025

Current SME team and Future User Experience Task Force (Audrey and Sarah M)
- Audrey discussed the needs of the SME team going forward with data set assessment and agency level projects.
- If you have any ideas or questions for datasets and priorities please reach out to Audrey Hatch from Oregon Watershed Enhancement Board (OWEB) and anything governance related will be directed to Josh Weber (DEQ).
- Sarah M talked a bit about the User Experience Task Force. Only 4-6 members from the SME and Technical teams will participate to help inform the content for pilot portal.

Roundtable Topics
- Kirsten Greene (DLCD) discussed Tribal involvement.
  - o Natural Resource Working Group meeting coming up, although before the next OWDP steering committee
  - o Discussed an invite to the Engagement session and some outreach to Tribes. Should DEQ or DLCD should take the lead (follow up to occur post meeting).

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[2] Since the All Teams meeting, this group has been redefined as a the "Pilot Website Design Team" with some clarification of duties.

Data themes task force procedure

DRAFT April 9, 2024

1. Selection of Data Theme
    a. Select data theme (from the list below) based on interested parties feedback and input from the subject matter expert (SME) team. Themes will be prioritized based on readiness of data, type of data, ability to answer key questions from interested parties, and pilot development needs
    b. Identify SMEs for chosen theme from each agency that have relevant data
2. Data Theme Development
    a. Task force will include SMEs, administrative team member, and potentially technical team member
    b. Discuss what programs, types of data, and other considerations will be included in the theme
    c. Ensure all agencies and SMEs are included
3. Prepare Data for Portal
    a. Review or create a data inventory in excel (Start with master list from 2022?)
    b. Identify all relevant datasets from each agency
    c. Identify priority data gaps from each agency (relevant to the theme)
    d. Each SME is responsible for adding agency data to inventory and filling in all field descriptions outlined in data inventory
        i. Department/Division
        ii. Dataset name
        iii. Brief description of data
        iv. Geographic boundaries
        v. Geographic granularity
        vi. Frequency of data change
        vii. Data classification
        viii. Data contains PII/PHI
        ix. Data restrictions or regulations
        x. Data value
        xi. Data value comments
        xii. Data readiness
        xiii. Data readiness comments
        xiv. Overall priority
        xv. Category
        xvi. *Additional fields will be added as needed*
    e. SMEs will highlight datasets that will be included in the pilot
4. Publishing data to Oregon's Open Data Portal
    a. EIS staff will work with SMEs to upload data to the Open Data Portal operating under an EIS ITI Ticket
5. Presenting Data Theme in the Oregon Water Data Portal (OWDP)
    a. Data Theme Task Force will review the data display (portal output) within the context of the anticipated use case, or question being brought to the portal by external customers
    b. Data Theme Task Force will respond to issues or questions from the technical team (and other teams; for example a Listening Session, the full SME Team, leadership meetings, etc)
6. Potential Data Themes
7. Water Quality*
8. Water Quantity*

9. Water Use and Allocation*
10. Land Use
11. Water Planning and Investments
12. Ecosystems and Wildlife
13. Natural Hazards (Extreme Events)
14. Post Fire Recovery
15. Infrastructure
16. Climate data
17. Public Health

* includes both groundwater and surface water

Theme details

1. Water Quality*
   a. Water temperature
   b. GW Contaminant samples
   c. Well locations and construction
      i. Drinking water
      ii. Monitoring
   d. Septic tank locations (write up the project, but likely not having data ready for the pilot)
   e. Aquifers (not generally available in datasets)
2. Water Quantity*
3. Water Use and Allocation*
4. Land Use
   a. Water demands under planned use
5. Water Planning and Investments
   a. Boundary data
   b. Water budgets
6. Ecosystems and Wildlife
7. Natural Hazards (Extreme Events)
8. Post Fire Recovery
9. Infrastructure
   a. Municipal Systems
   b. Agriculture Systems
   c. Energy Systems
10. Climate data
    a. Temperature
       i. Surface Water Temperature
       ii. Air Temperature
    b. Precipitation
    c. Current Conditions vs. Predictions/models forecasting
11. Public Health

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