**2015-09-15**

**Webinar: Community of Practice on Core Data Models**

**Meeting Minutes**

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| Virtual meeting: DCAT-AP Revision Working Group meeting | | | |
| Venue | Virtual meeting | Meeting date | 2015-09-04 |
| Author | Jana Makedonska | Meeting time | 14:00 – 15:30 |
| Reviewed by |  | Issue date | 2015-09-15 |
| Status | For review | Version | 0.01 |

# Attendees

|  |  |  |
| --- | --- | --- |
| Name | Abbreviation | Organisation |
| Athanasios Karalopoulos | AK | ISA Programme, European Commission |
| Dita Gabalina | DG | Sunberry Systems Ltd, Latvia |
| Eduards Cauna | EC | Ministry of Environmental Protection and Regional Development, Latvia |
| Hans Ekstal | HE | Bolagsverket - Swedish Companies Registration Office, Sweden |
| Joseph Azzopardi | JA | MITA, Malta |
| Kristian Mul | KM | Logius, Netherlands |
| Maka Razmadze | MR | Georgia |
| Miguel Alvarez-Rodriguez | MAR | DG DIGIT/ ISA Programme, European Commission |
| Raf Buyle | RB | V-ICT-OR, Belgium |
| Risto Hinno | RH | Ministry of Economic Affairs and Communications, Estonia |
| Shuichi Tashiro | ST | IPA Open Standards Promotion Centre, Japan |
| Alexandru Droscariu | AD | PwC EU Services/Byterocks |
| Nikolaos Loutas | NL | PwC EU Services |
| Jana Makedonska | JM | PwC EU Services |

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| Number in list | First name | Last name | Institution | Country |
| 1 | Dominik | Clauser | Federal Chancellery of Austria | Austria |
| 2 | Eduards | Cauna | Ministry of Environmental Protection and Regional Development | Latvia |
| 3 | Enric | Staromiejski Torregrosa | Everis | Spain |
| 4 | Hans | Ekstal | Bolagsverket - Swedish Companies Registration Office | Sweden |
| 5 | Johan | Van Der Waal | V-ICT-OR Belgium | Belgium |
| 6 | Joseph | Azzopardi | MITA, Malta | Malta |
| 7 | Kristian | Mul | Logius, Netherlands | The Netherlands |
| 8 | Miguel | Alvarez-Rodriguez | DG DIGIT/ ISA Programme | EC |
| 9 | Patrocinio | Nieto | Directorate of Ministry of finances and public administrations, Spainnformation and Communications Technologies, Spain | Spain |
| 10 | Risto | Hinno | Ministry of Economic Affairs and Communications | Estonia |

Table 1 – List of participants who confirmed or tentatively confirmed their attendance before the webinar. Those people who actually participated are highlighted in grey.

# Webinar Agenda

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| --- | --- |
| Timing | Topic |
| 14:00 - 14:10 | Welcome |
| 14:10 - 14:20 | Overview of the work performed so far:  Overview of the mappings of the ISA Core Vocabularies to (5').  The work on clarification of the mapping relationships based on our experience from aligning ISA Core Vocabularies with other data models and on the input from members of CoP (5'). |
| 14:20 - 15:05 | Status and next steps for the common guidelines for core data models and reference data:  Presentation of the proposal for the case study documentation template  Next steps for developing common guidelines for data standards  Q&A and open discussion |
| 15:05 - 15:20 | Preparation for the next face to face meeting |
| 15:20 - 15:30 | Conclusion |

# Meeting minutes

**Alex Droscariu** welcomed the webinar participants and presented our apologies for the delay due to technical issues with Adobe Connect. He explained that the webinar is split in two main parts: i) a brief overview of the work on mappings and ii) a part dedicated to discussing the guidelines for data standards.

The mappings between the Core Vocabularies and other data models, they have been initially created when the CDDMD[[1]](#footnote-1) was launched at the webinar in March 2014. Since then these initial mappings were refined and validated with the owners of the data models. The work to refine the mappings between the Core Vocabularies and KoSIT and OSLO is still ongoing. The plan is to finalise and update the mappings on CDMMD in the first half of October.

**Alex Droscariu** introduced our initiative to collect information about case studies related to the governance and management of data standards. The collection of information on existing case studies will be used to create common guidelines, good practices and lessons learned related to data standards, which will be published in a report for re-use by public administrations and other interested parties. The case studies should be documented in a structured way, i.e. using a template. The template shown and explained in the webinar, is a proposal. The template is completed with an example of a case study: the ISA Core Vocabularies.

**Athanasios Kapalopoulos** reminded the audience that we had a discussion about this initiative in the context of CoP during the face-to-face meeting after the SEMIC conference in Riga. We discussed a lot the idea of creating a document to share experiences related to data standards based on existing experiences. These include case studies brought in by the CoP members who want to participate. Based on such case studies, we will attempt to summarise implementation experiences. The first step is to collect information about existing case studies. We created a template to collect the relevant information, and we provide as example for how to complete the template our own case study: the development of the ISA Core Vocabularies. The purpose of today’s meeting is to discuss the template that we proposed for collecting case studies and the time table according to which we will collect this information.

**Nikos Loutas** indicated that the template that we are presenting today is open for discussion. We are presenting a proposed approach and we would like to agree with the community on it. Our purpose is to identify lessons learned that help us create concrete guidelines from a concrete set of practical implementations. We would like to learn from people who did the implementations.

**Alex Droscariu** presented the elements of the template to show what we consider, at this stage, as relevant information. **Alex** described the business model and the real implementation of the data standards. **Alex** explained the purpose of data standards and aspects of their implementation, mentioning key metrics and key activities, strengths and weaknesses. **Alex** explained the usefulness of the Core Vocabularies, presented Joinup, and mentioned the alignment of change and release management processes related to data standards with globally accepted standards. **Alex** briefly introduced the BRIS project used as an example in the template, to describe a real implementation of the ISA Core Vocabularies.

**Alex** asked the audience if the structure of the template is easy to understand. **Alex** further clarified some parts of the template related to the business model.

**Nikos Loutas** (internal): The webinar participants should also send their opinions to the mailing list.

**Athanasios Kapalopoulos** asked the webinar participants if they see something easy to fill in based on the case studies they worked on.

**Hans Ekstal** (Sweden) thinks that this is a complicated exercise because of the semantics and the governance, and that it is quite hard to complete such template and explain their work.

**Athanasios Kapalopoulos** understands **Hans Ekstal**’s point that for some case studies it will be difficult to get a summary without understanding the national context. Indeed, the list of attributes is quite extensive. **Athanasios Kapalopoulos** indicates that the webinar participants are not obliged to fill in all fields in the template. For example, they may not be aware about information related to the cost structure. Our role will be to get back to the case study owners who participated in the study to ask for clarifications.

**Nikos Loutas** indicates that it is also interesting to know that we do not necessarily expect people to document a country-wide initiative covering the governance of data models; it can be a specific data model within a specific organisation; this will make documentation easy; For Sweden, it can be details on a case study on management, on piloting of the data model for the Swedish business register. It is a fair point that the template is probably too detailed for some case studies. **Nikos Loutas** said that if the participants have suggestions for simplifications of the template, they can share them now or send them through the mailing list. After that we can produce a new draft closer to the expectations of the community.

**Alex Droscariu** asked the participants if at this stage they have any proposals for improving or simplifying the template. He also indicated that we will be grateful if they could share opinions via mailing list if they get ideas after the webinar. **Alex** highlighted that if the participants cannot fill in all parts of the template providing all relevant aspects they can answer these questions shortly. Afterwards, ISA/PwC will get back to them for further details or will do the work on investigating the questions from the provided references.

**Alex Droscariu** quickly covered the next steps of the project including the analysis the case studies, the extraction of results, the formulation of the outcome and the publication of a report.

**Nikos Loutas** indicated that it is also interesting to say here that for the analysis of the outcome as discussed at the Riga conference, we will contact the United Nations University that wants to help us analyse the case studies and formulate the guidelines. However, we would like to get the feedback of the implementers on the guidelines so that we address real needs.

**Alex Droscariu** highlighted that the guidelines should describe real problems, and examples coming from the case studies. The template is open to discussion.

**Athanasios Kapalopoulos** indicated that going back to the case study template, it looks very similar to a study of October 2014 used for the first face-to-face meeting of CoP. We had a session using some post-its to collect information about data standards initiatives coming from countries who participated in the face-to-face meetings. We collected comments in one blackboard and created a conclusion. With the current initiative, we would like to do the same but in a more structured way, by means of a template.

**Alex Droscariu** asked how many participants are interested, at this stage, to participate in this study by filling the proposed template.

People who raised their hand when asked whether they could fill in the template: **Raf Buyle, Josef Azzopardi, Shuichi Tashiro.**

**Alex Droscariu** invited the webinar participants to express their opinions about the template, about the process to analyse the information, about the potential benefits of developing the common guidelines and how to spread the word once the work is done.

**Alex Droscariu** said that the next CoP face-to-face meeting is scheduled in November. Those who would like to join the meeting will be able to confirm their attendance via the mailing list.

**Athanasios Kapalopoulos** indicated that if the webinar participants would like to present something apart from the case studies at the face-to-face meeting, they can do so; they just need to send a proposal to the mailing list. At the face-to-face meeting, we aim at presenting the analysis of the collected case studies. We will also present a template about the common guidelines, provide more details on the methodology and reach a consensus. We will discuss about how more members of the CoP can be involved more actively, focusing on specific aspects of the work. We can perhaps invite the United Nations University to see how to use the UN umbrella for that activity. Very soon, the webinar participants will receive an updated version of the report on metadata governance and management produced by the ISA programme. In less than 2 weeks, we will publish a more detailed analysis which can also be discussed during the face-to-face meeting.

**Alex Droscariu** said that we will launch a poll in the mailing list to ask if the webinar participants want to participate in the face-to-face meeting or if they want to participate in the work.

If the webinar participants have nothing else to add, **Alex** proposed to conclude today’s webinar.

Alex concludes by saying that we will publish the mappings of the core vocabularies and that we will also launch a poll asking the webinar participants if they would like to participate in documenting the case studies or by refining the template. Then, in November, we will meet those who would like to participate. **Alex** apologies once more for the technical issues.

**Nikos Loutas** (phone conversation with **Raf Buyle**) indicated to **Raf Buyle** that we could support him with the mappings and create the bindings in RDF or XML through ISA. We are not deprecating it and we are supporting both XML and RDF. For XML, UBL can be replaced by any other XSD resulting from the mapping. We are not proposing an authoritative XSD to be used. The timing is also good because we can discuss it in the framework of the new contract. **Raf Buyle** was asked to write an e-mail about the context and some ideas so that a budget could be reserved for it. In October, we can meet with the Flemish agency.

# Chat Extract

Nikos Loutas, PwC: Hello everyone,

Nikos Loutas, PwC: we will soon share on the screen the slides of the webinar

Nikos Loutas, PwC: Dear all, there is a problem with the meeting

Shuichi TASHIRO: Hhello, it is very difficurt hear the voice because of echo

Ha: Ha: Shuld be Hans Ekstål (SWE). I am here for the CoP webinar

Kristian Mul: CoP Webinar

Joseph Azzopardi: COP

Maka Razmadze (Georgia): COP webinar members are leaving or staying? it was hard to hear the voice

Nikos Loutas, PwC: CoP members please stay

Maka Razmadze (Georgia): Thank you

Athanasios Karalopoulos (ISA): Thank you Stijn

Kristian Mul: audio is not very clear

Nikos Loutas, PwC: is the audio better now?

Kristian Mul: I'm afraid not

Jesper Abrahamsen: The audio is ine now.

Maka Razmadze (Georgia): i can hear you, it is better now

Kristian Mul: Audio is much better, thank you

Joseph Azzopardi: sound ok now

Shuichi TASHIRO: Yes became better

Athanasios Karalopoulos (ISA): The already filled-in template with info about core vocabularies can be used just as a reference for filling-in the template for your case studies

Athanasios Karalopoulos (ISA): Also, during the f2f meeting, owners of the submitted case studies will have the opportunity to present them to the CoP

Shuichi TASHIRO: Is it a conference hosted by Fraunhofer FOKUS?

Nikos Loutas, PwC: We will launch a poll in the mailing list

Nikos Loutas, PwC: yes Shuichi

Nikos Loutas, PwC: this is it

Nikos Loutas, PwC: in the poll, we will ask you whether you are interested in having an f2f meeting, and of course if it fits your agenda

Shuichi TASHIRO: I would like to know more about the status of mapping of data models. WIll this work be continued, and be discussed in Berlin?

Nikos Loutas, PwC: yes it will be continuted, Alex is explaining this now

Nikos Loutas, PwC: we will publish the updated mappings - based on the feedback received from you – on http:// mapping.semic.eu by mid October

Joseph Azzopardi: thanks

Athanasios Karalopoulos (ISA): Thank you all for your participation

Susanne Wigard (DIGIT ISA): thank you bye

Shuichi TASHIRO: Thank you

Raf Buyle, Flanders - Belgium: thanks!

Nikos Loutas, PwC: Thank you very much and please accept our apologies for the technical problems today

Dita Gabalina: Thanks

1. <http://mapping.semic.eu> [↑](#footnote-ref-1)