



**FEDERAL CHIEF DATA OFFICERS (CDO)  
COUNCIL**

**REPORT TO CONGRESS AND THE OFFICE OF  
MANAGEMENT AND BUDGET**

**Table of Contents**

**CORRESPONDENCE ..... 3**

**EXECUTIVE SUMMARY ..... 4**

**STATEMENT FROM THE CHAIR ..... 5**

**ABOUT THE CDO COUNCIL ..... 6**

    Authority / Legislation ..... 6

    Purpose..... 6

    Vision..... 6

    Goals ..... 6

    Council Structure ..... 7

        Overview..... 7

        Leadership..... 7

        Executive Committee..... 8

        Full Council ..... 8

        Working Groups..... 9

**COUNCIL ACTIVITIES / HIGHLIGHTS..... 9**

    Meetings..... 9

    Working Groups & Committees ..... 9

    Community Building ..... 12

    Pulse Survey..... 12

    Public Website ..... 13

**FUTURE PLANS ..... 13**

    Projects..... 13

**APPENDIX..... 14**

    CDO Council Charter ..... 14

    Council Meetings ..... 19

    Evidence Act (relevant portions) ..... 21

## CORRESPONDENCE

December 21, 2020

The Honorable Ron Johnson  
The Honorable Gary Peters  
Chairman and Ranking Member  
Committee on Homeland Security and Governmental Affairs  
United States Senate  
Washington, DC 20510

The Honorable Carolyn Maloney  
The Honorable James Comer  
Chairwoman and Ranking Member  
Committee on Oversight and Reform  
House of Representatives  
Washington, DC 20515

The Honorable Russell Vought  
Director  
Office of Management and Budget  
Washington, DC 20502

Dear Mr. Chairman, Madam Chairwoman, Senator Peters, Representative Comer, and Mr. Vought:

I am pleased to provide you with the Federal Chief Data Officers (CDO) Council report to Congress. The report was developed in accordance with the reporting requirement set by the Foundations for Evidence-Based Policymaking Act of 2018 (Public Law No. 115-435). The report provides a summary of the activities and accomplishments of the Council in its first year of existence.

If you have any questions or concerns, please do not hesitate to reach out to me at [cdocstaff@gsa.gov](mailto:cdocstaff@gsa.gov).

Respectfully,



Ted Kaouk  
Chair  
Federal Chief Data Officers Council

## **EXECUTIVE SUMMARY**

In accordance with the reporting requirement set by the Foundations for Evidence-Based Policymaking Act of 2018 (Public Law No. 115-435), the Federal Chief Data Officers (CDO) Council is submitting its first report to Congress. The Council began meeting in January 2020. The Council's first year has been focused on setting up its governance structure, building a CDO community and relationships with other intergovernmental councils and groups, sharing best practices/lessons learned, strategic planning, and supporting CDOs in their implementation of the Federal Data Strategy (FDS) Action Plans. This report highlights Council meetings, activities, accomplishments, and future plans.

## **STATEMENT FROM THE CHAIR**

The Federal Chief Data Officers Council's vision is to lead transformational change that improves the nation's ability to leverage data as a strategic asset. With Chief Data Officers appointed at many agencies across government for the first time in Fiscal Year 2020, we believe that the CDO Council's work will be advanced most effectively by developing a vibrant learning community that ensures CDOs have the resources and best practices to lead data-driven change. While sharing this collective knowledge to advance the data strategies of individual agencies, we are also identifying cross-cutting opportunities that the Council can solve most effectively together. By delivering data and analytics solutions to our leaders and field employees, we can have a major impact on how federal agencies more efficiently and effectively serve the public. By implementing data governance, data workforce strategies, and data management best practices, we can enable access to high quality, timely data that will improve evidence-based policymaking. And by working to share data with strong privacy protections in place, we can help unlock the unique potential government data has to solve major public and private sector challenges.



Ted Kaouk  
Chair  
Federal Chief Data Officers Council

## **ABOUT THE CDO COUNCIL**

### **Authority / Legislation**

The CDO Council was established by the Foundations for Evidence-Based Policymaking Act of 2018 (Public Law No. 115-435; codified at 44 U.S.C. § 3520A). By statute, the Council is set to sunset in 2025, 2 years after the Government Accountability Office (GAO) completes an evaluation of the Council, which is due to Congress by 2023.

### **Purpose**

The CDO Council meets regularly to:

- Establish government-wide best practices for the management, use, protection, dissemination, and generation of data;
- Promote and encourage data sharing agreements between agencies;
- Identify ways in which agencies can improve upon the production of evidence for use in policymaking;
- Consult with the public and engage with private users of government data and other stakeholders on how to improve access to data assets of the Federal Government; and
- Identify and evaluate new technology solutions for improving the collection and use of data.

The CDO Council collaborates with other interagency councils that conduct and impact data-related activities, including those focused on information technology, statistics, information security, evaluation, privacy, freedom of information, and other government objectives. The CDO Council coordinates its activities with these councils and bodies in order to assure that these activities are complementary and carried out efficiently and effectively.

### **Vision**

The Federal Chief Data Officer Council's vision is to lead transformational change that improves the nation's ability to leverage data as a strategy asset.

### **Goals**

The Council developed long-term goals to:

- Meet statutory requirements, including the required report to Congress;
- Be a community of learning by broadly identifying best practices and resources to facilitate the implementation of the Foundations for Evidence-Based Policymaking Act of 2018; and
- Provide leadership on the delivery of the [Federal Data Strategy Action Plans](#).

The Council's short-term goals for calendar year 2020 are to:

- Develop a vibrant learning community to ensure that CDOs have the resources to lead data-driven change;
- Demonstrate the strategic value of the CDO Council;
- Develop an efficient and effective operating model for the CDO Council;
- Create a strategic roadmap for the Federal Data Strategy in coordination with the FDS team.

## Council Structure

### Overview

As the organizational chart below indicates, the CDO Council comprises the Executive Committee, the Full Council, Working Groups, and Standing Committees.



### Leadership

**Council Chair** - On June 10th, 2020, the Office of Management and Budget (OMB) Director selected Ted Kaouk (U.S. Department of Agriculture) as the inaugural Chair for the Chief Data Officers Council. The CDO Council Chair was selected based on a consensus recommendation by the CDO Council. The Chair serves a term of 2 years.

**Council Vice-Chair** - Per the Council charter, the Council Chair selects the Vice-Chair with the consent of the Executive Committee. Ted Kaouk named Dan Morgan (Department of Transportation) to be the first Council Vice-Chair. The Vice-Chair will also serve a term of 2 years.

The responsibilities of the Council Chair and Vice-Chair include:

- Coordinating and facilitating the CDO Council in support of its statutory responsibilities and the purpose established in this charter;
- Ensuring that all appropriate activities necessary for the effective operation of the CDO Council occur, including:
  - Convening and presiding over CDO Council meetings;
  - Soliciting of CDO Council membership input in all substantive group activities.
  - Developing and distributing of meeting agendas, minutes, and reports; and

- Representing the CDO Council perspectives, including both majority and minority opinions.
- Serving as, or appointing one or more from among the Council members to serve as, a liaison to other interagency councils to coordinate and ensure that activities are conducted in a complementary, effective, and efficient manner;
- Serving as, or appointing one or more from among the Council members to serve as, a point of contact for the public and other stakeholders to engage the Council on how to improve access to data assets of the Federal Government; and
- Supporting the Chair and serving in the place of the Chair when the Chair is not available.

### ***Executive Committee***

In accordance with the charter, the Council established an Executive Committee in July 2020.

The CDO Council Executive Committee is composed of the:

- Council Chair
- Council Vice-Chair
- Administrator, Office of E-Government (or designee)
- Administrator, Office of Information and Regulatory Affairs (or designee)
- A representative from the Small Agencies (as selected by the Chair)
- A representative from the CFO Act agencies (as selected by the Chair)
- Chairs of the CDO Council working groups while the working group is active

The responsibilities of the Executive Committee include:

- Providing strategic guidance and overseeing all activities of the Council, including identifying potential priorities, developing meeting agendas, and promoting collaboration;
- Providing recommendations to the CDO Council on matters to be considered, including the creation or completion of working groups and the approval of reports or other documents for publication; and
- At relevant times, approving the Ex Officio membership, based on the advice of the appropriate interagency council chair.

### ***Full Council***

The Full Council is made up of:

- Chief Data Officers of each agency<sup>1</sup>
- Council Chair
- Council Vice-Chair
- The Administrator of the Office of E-Government (or designee)
- The Administrator of the Office of Information and Regulatory Affairs (or designee)
- A representative from the Small Agencies (as selected by the Chair)

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<sup>1</sup> The CDO Council definition of “Agency” comes from 44 U.S.C. § 3502. Under the definitions in that section, the term Agency means “any executive department, military department, Government corporation, Government controlled corporation, or other establishment in the executive branch of the Government (including the Executive Office of the President), or any independent regulatory agency, but does not include— the Government Accountability Office; (B) Federal Election Commission; (C) the governments of the District of Columbia and of the territories and possessions of the United States, and their various subdivisions; or (D) Government-owned contractor-operated facilities, including laboratories engaged in national defense research and production activities.”

- A representative from the CFO Act agencies (as selected by the Chair)
- Ex Officio members

The responsibilities of the members of the CDO Council include:

- Attending regularly scheduled meetings called by the Chair and Vice-Chair;
- Raising initiatives and issues that might have an impact on the overall Federal CDO community; and
- Reviewing, considering, and providing input and recommendations on initiatives presented at the Council meetings and being active participants in the discussions.

### **Working Groups**

CDO Council working groups are established through a Council vote and must have a clearly defined scope, measurable goals and outcomes, and deadlines for completion of deliverables to the Council. Each working group exists for the time necessary to complete its objectives before being dissolved. Working groups are responsible to the CDO Council and keep the Council apprised of their activities and process in accomplishing their goals. Working groups are reviewed at least annually to ensure that the goals, outcomes, strategy, and progress of the working group are aligned with the goals of the Council. Working groups which are no longer in alignment may be adjusted or dissolved by the Council. Details on currently active CDO Council working groups can be found in the next section.

## **COUNCIL ACTIVITIES / HIGHLIGHTS**

Meetings	Deliverables	Working Groups & Committees	Community Building
<ul style="list-style-type: none"> <li>✓ 11 monthly Council meetings in CY 2020</li> </ul>	<ul style="list-style-type: none"> <li>✓ Charter</li> <li>✓ Bylaws</li> <li>✓ Reopening Dashboards</li> <li>✓ Getting Started Guides</li> </ul>	<ul style="list-style-type: none"> <li>✓ Operations WG</li> <li>✓ COVID-19 WG</li> <li>✓ Data Skills Development WG</li> <li>✓ Data Sharing WG</li> <li>✓ Small Agency Committee</li> <li>✓ CFO Act Agency Committee</li> </ul>	<ul style="list-style-type: none"> <li>✓ 7 Small Group Discussion Sessions</li> <li>✓ Pulse Survey</li> <li>✓ Public Website</li> </ul>

### **Meetings**

The Council held 11 monthly Council meetings in the calendar year 2020. Summary of what was discussed during the meetings can be found in the appendix of the report.

### **Working Groups & Committees**

After being established, each working group quickly created a community of members, developed their charters, and began implementing activities to achieve their goals. This section describes those activities in place before the completion of this report.

### **Operations Working Group (established June 2020)**

### Purpose

- Develop procedures for efficient and effective CDO Council operations; and
- Support the Executive Committee in handling issues that require rapid response or pre-deliberation.

### Accomplishments

- Developed Council bylaws;
- Developed communication tools, norms, and processes as well as template documents for the CDO Council and working groups;
- Recommended meeting agenda topics for the Executive Committee and/or other working groups, as appropriate; and
- Collected, curated, and tracked documentation with respect to the Council's key performance indicators and other accomplishments consistent with the Council Charter and Section 3520A of the Foundations for Evidence-based Policy Making Act.

## **COVID-19 Working Group** (established April 2020)

### Purpose

- Create broad awareness of existing interagency data working groups and goals;
- Establish additional teams to collaborate and share data, resources, or models to answer agency questions; and
- Create a common COVID-19 data resource library for answering agency questions and sharing data and models.

### Accomplishments

- Created a list of agency COVID-19 key questions (on public health, continuity of operations, critical infrastructure, and the economy);
- Developed domestic and international reopening dashboards utilizing reopening criteria data provided by the Department of Health and Human Services, and shared dashboards for agency reuse;
- Developed a 'Getting Started Guide' highlighting each agency's return to work framework with a focus on data methodology and lessons learned;
- Generated working groups on food supply chain and developed products to answer key questions on impacts to the food supply chain; and
- Identified opportunities for improving access to data and infrastructure to better share data, models, and dashboards across agencies.

## **Data Skills and Workforce Development Working Group** (established June 2020)

### Purpose

- Part of the Federal Data Strategy's Action 4 (Identify Opportunities to Increase Staff Data Skills) is the need to develop a strategy to close skills gaps identified by a department, bureau, or agency. Training current staff is a key component of this FDS action. The Federal Government has many efforts underway related to workforce training. A Workforce Development Working Group provides a forum to:

- Bring expertise together from across the Federal Government, including other interagency councils;
- Exchange lessons learned and expertise, including the process of developing a training program; and
- Provide support to organizations as they develop their programs.

#### Accomplishments

- Convened two community-building discussion sessions; and
- Initiated the Data Skills and Workforce Development Working Group.

### **Data Sharing Working Group** (established October 2020)

#### Purpose

- Create a comprehensive list of data sharing purposes and use cases at federal agencies that includes:
  - Purposes within the Federal Government and across levels of government; and
  - Broad-based sharing and tiered sharing practices.
- Document data sharing challenges, including:
  - Legal challenges
  - Policy challenges
  - Technical challenges (e.g., preserving semantics across boundaries)
  - Measurement challenges (e.g., how to measure value of sharing)
- Identify solutions and recommended actions that would make sharing easier with strong privacy protections, including:
  - Legislative and policy changes
  - Best or promising practices
  - Input to Advisory Committee on data for evidence building

#### Accomplishments

- Convened in November and began identifying and prioritizing key focus areas.

### **Small Agency Committee** (established August 2020)

#### Purpose

- Be a collaborative body of Small Agency CDOs to share, learn, and work together to solve the unique challenges faced by Small Agencies;
- Identify strategies, solutions, and resource needs of Small Agencies;
- Communicate and advocate for Small Agency needs with the CDO Council and the Executive Committee; and
- Offer experimental and innovative opportunities in Small Agencies to test ideas that further the shared goals of the CDO Council.

#### Accomplishments

- Conducted a survey to identify priority areas for Small Agencies; and
- Created regular engagement opportunities.

## **CFO Act Agency Committee** (established November 2020)

### Purpose

- Be a collaborative body of Large Agency CDOs to share, learn, and work together to solve the unique challenges faced by Large Agencies;
- Identify strategies, solutions, and resource needs of Large Agencies;
- Communicate and advocate for Large Agency needs with the CDO Council and the Executive Committee; and
- Offer experimental and innovative opportunities in the Large Agencies to test ideas that further the shared goals of the CDO Council.

### Accomplishments

- Conducted a survey to identify priority areas for Large Agencies; and
- Created regular engagement opportunities.

## **Community Building**

In June 2020, the Council established informal discussion sessions for CDOs and invited participants to share their successful practices, challenges, opportunities, and resources.

Discussion session topics included:

- Identify Data Needs to Answer Priority Agency Questions
- Constitute a Diverse Data Governance Body
- Assess Data and Related Infrastructure Maturity
- Identify Opportunities to Increase Staff Data Skills
- Identify Priority Data Assets for Agency Open Data Plans
- Evaluation Officer / Chief Data Officer Collaboration
- Publish and Update Data Inventories

## **Pulse Survey**

In August 2020, the CFO Act Agency representative and Small Agency representative gathered input from agencies on their agency's top data priorities for CDOs and how the CDO Council can support them. Common themes included:

- CFO Act Agencies
  - Aligned mission management
  - Data-driven decision-making support
  - Data governance and management
  - Shifting compliance into value and mission demand
- Small Agencies
  - Transformation, maturing of data practices
  - Ensuring and understanding compliance with the Evidence Act and FDS
  - Creating shared tools, resources, and shared services
  - Improving data skills/acumen; recruiting and retaining skilled staff

## **Public Website**

The CDO Council developed its public website (CDO.gov) as a platform to share priorities, updates, programs, and relevant Council events and to engage with the public and private stakeholders on how to improve access and use of data assets of the Federal Government.

## **FUTURE PLANS**

In FY 2021, the CDO Council and the Executive Committee anticipate meeting regularly to support CDOs in their efforts to increase the strategic use of data. The Council will also develop and implement communications activities for stakeholders inside and outside the Federal Government. The CDO Council will continue to develop its strategic linkages with other interagency councils and develop resources that will support the data community.

## **Projects**

In May 2020, the Council began identifying potential projects for FY 2021 in a collaborative process with the membership. The project concepts were distributed to the full Council which engaged in a shared prioritization process. Using that input, the Chair and Operations Working Group made the final priority recommendations to OMB. OMB made the final selections of the funded projects in October 2020.

In FY 2021, the CDO Council will implement the member-developed projects to support innovation and advancement of data practices. These projects include developing a framework for sharing decision-support dashboards across agencies; creating a playbook for data skills training programs; investigating innovative approaches to analyzing public comments; and improving the ways we can use data to help manage wildland fire fuels.

## APPENDIX

### **CDO Council Charter**

#### NAME OF ORGANIZATION

Federal Chief Data Officers (CDO) Council.

#### AUTHORITY

The CDO Council was established by statute in the Foundations for Evidence-Based Policymaking Act of 2018 (P.L. 115-435) 44 USC § 3520A. The Council is set to sunset in 2025, 2 years after GAO completes an evaluation of the council, which is due to Congress by 2023.

#### PURPOSE

The CDO Council shall meet regularly to establish government-wide best practices for the management, use, protection, dissemination, and generation of data; promote and encourage data sharing agreements between agencies; identify ways in which agencies can improve upon the production of evidence for use in policymaking; consult with the public and engage with private users of government data and other stakeholders on how to improve access to data assets of the Federal Government; and identify and evaluate new technology solutions for improving the collection and use of data. The CDO Council shares responsibilities with other interagency councils that conduct and impact data-related activities, including those focused on information technology, statistics, information security, evaluation, privacy, freedom of information, and other government objectives. The CDO Council is expected to coordinate its activities with these councils and bodies in order to assure that these activities are complementary and carried out efficiently and effectively.

#### VISION

The Council's vision is to improve government mission achievement and increase the benefits to the Nation through improvement in the management, use, protection, dissemination, and generation of data in government decision-making and operations.

#### GOALS

- Meet statutory requirements, including the required report to Congress;
- Be a community of learning by broadly identifying best practices and resources to facilitate the implementation of the [Foundations for Evidence-Based Policymaking Act of 2018](#); and
- Provide leadership on the delivery of the [Federal Data Strategy Action Plan](#).

#### LEADERSHIP AND MEMBERSHIP

##### COUNCIL CHAIR

- The OMB Director will select the CDO Council Chair to serve a term of 2 years, taking into consideration the recommendation of the Council determined through an election.
- The CDO Council will hold an election every 2 years, or upon vacancy of the chair position, to provide the OMB Director with a recommendation to fill the Chair position.
- A call for Council Chair nominations will be made at a Council meeting. Nominees must be members of the CDO Council and must consent to being nominated.
- The nominees will be announced to the CDO Council and voting members of the Council will indicate their choice in a manner determined by the Council.

## COUNCIL VICE-CHAIR

The Council Vice-Chair will be selected by the Council Chair with the consent of the Executive Committee. The Vice-Chair will serve a term of 2 years.

## LEADERSHIP RESPONSIBILITIES

- The Chair of the CDO Council is responsible for the coordination and facilitation of the CDO Council in support of its statutory responsibilities and the purpose established in this charter.
- The Chair is responsible for ensuring that all appropriate activities necessary for the effective operation of the CDO Council occur, including:
  - Convening and presiding over CDO Council meetings;
  - Soliciting of CDO Council membership input in all substantive group activities;
  - Developing and distributing of meeting agendas, minutes, and reports; and
  - Representing the CDO Council perspectives, including both majority and minority opinions.
- The Chair of the CDO Council will also chair the Executive Committee of the CDO Council.
- The Chair shall serve as, or appoint one or more from among the Council members, a liaison to other interagency councils to coordinate and ensure that activities are conducted in a complementary, effective, and efficient manner.
- The Chair shall serve as, or appoint one or more from among the Council members, a point of contact for the public and other stakeholders to engage the Council on how to improve access to data assets of the Federal Government.
- The Chair may consult with the Executive Councils Team in the General Services Administration's (GSA) Office of Shared Solutions and Performance Improvement in support of the CDO Council's activities.
- The Vice-Chair will support the Chair and serve in the place of the Chair when the Chair is not available.

## EXECUTIVE COMMITTEE MEMBERS

The CDO Council shall have an Executive Committee comprised of the:

- Council Chair
- Council Vice-Chair
- Administrator, Office of E-Government (or designee)
- Administrator, Office of Information and Regulatory Affairs (or designee)
- Chairs of the CDO Council working groups while the working group is active
- A representative from the Small Agencies (as selected by the Chair)
- A representative from the CFO Act agencies (as selected by the Chair)

## EXECUTIVE COMMITTEE RESPONSIBILITIES

Members of the Executive Committee shall:

- Provide strategic guidance and oversee all activities of the Council, including identifying potential priorities, developing meeting agendas, and promoting collaboration.
- Provide recommendations to the CDO Council on matters to be considered, including the creation or completion of working groups and the approval of reports or other documents for publication.

- At relevant times, approve the Ex Officio membership, based on the advice of the appropriate interagency council chair. The Ex Officio membership requirement may be satisfied by a Chief Data Officer who also serves as an agency Chief Information Officer or Evaluation Officer.

#### COUNCIL MEMBERSHIP

The CDO Council shall be comprised of:

- The Chief Data Officer of each agency
- Administrator, Office of E-Government (or designee)
- Administrator, Office of Information and Regulatory Affairs (or designee)
- Ex Officio members

#### COUNCIL MEMBER RESPONSIBILITIES

Members of the CDO Council shall:

- Attend the regularly scheduled meetings called by the Chair and Vice-Chair in person or, if necessary, using virtual options;
- Raise initiatives and issues that might have an impact on the overall Federal CDO community;
- Review, consider, and provide input and recommendations on initiatives presented at the Council meetings and be an active participant in the discussions;
- Cast votes regarding issues presented to the Council;
- Participate in Council priority initiatives, working groups, or projects;
- Provide input and participate in the development of CDO Council reports;
- Promote Federal CDO Council activities;
- Act as leaders and representatives of the Federal CDO community to help foster collaboration and shared solutions with federal, state, local, and international stakeholders; and
- Contribute best practices they are implementing at their agency for use by other agency CDOs.

#### EX OFFICIO MEMBERS AND RESPONSIBILITIES

- Ex Officio members are Council members who represent a community of officials or stakeholders with responsibility for aspects of data management. They will provide guidance from their community's area of expertise and focus on representing their community's interests.
- Ex Officio members shall include:
  - A representative for all Chief Information Officers
  - A representative for all Evaluation Officers
  - A representative for all Statistical Officials
  - A representative for all Chief Freedom of Information Act Officers
  - A representative for all Senior Agency Officials for Privacy
  - Representatives from other interagency councils as necessary

#### REPRESENTATIVES OF OTHER COUNCILS AND GROUPS

The CDO Council may request representatives from other councils or relevant groups to participate in the activities of the Council. These representatives will be designated by that council or group. These representatives are not members of the CDO Council.

## WORKING GROUPS

- At appropriate times, working groups of the CDO Council may be established by a vote of the Council.
- All working groups will have a clearly defined scope, measurable goals and outcomes, and deadlines for completion of deliverables to the Council.
- Each working group will exist for the time necessary to complete its objectives. When a working group accomplishes its objectives, then it will be dissolved.
- Working groups are responsible to the CDO Council and will keep the Council apprised of their activities and process in accomplishing their goals.
- Working groups will be reviewed at least annually to ensure that the goal, outcomes, strategy, and progress are aligned with Council. Working groups that are no longer in alignment may be adjusted or dissolved by the Council.

## WORKING GROUP MEMBERS

- Membership in the working group shall be determined by the members of the CDO Council, including the participation of members of their agencies.
- Once convened, each working group will vote to select a Chair from among the members of the working group who are also members of the CDO Council.
- Members of CDO Council working groups may include members of the CDO Council as well as other subject matter experts and staff, as appropriate. These additional members do not become members of the CDO Council. Working group members will be designated to ensure that there is appropriate representation of agencies, including
  - CFO Act and small agencies
  - Component / Bureau participation
  - Subject matter experts/staff participation as appropriate

## WORKING GROUP RESPONSIBILITIES

- Working groups will organize themselves to complete their tasks within their scope.
- No working group will publish any final document except through the approval of the CDO Council.

## VOTING

When votes are taken, each member of the Council will get one vote. The Chair will ensure that voting will only occur when there are sufficient and appropriate members of the Council for the matter being voted on. There is no minimum number of members required to establish a quorum for a vote. A quorum shall be established by any number of members present at a duly scheduled meeting with appropriate notice given to members of the Council.

Ex Officio members are invited to contribute their particular skills and expertise to projects and working groups, but do not have a vote.

Delegates may attend Council meetings, but do not have voting rights.

## AMENDMENTS

This charter may be amended upon the request of Council members which is approved by a vote of the CDO Council.

**EFFECTIVE DATE**

This charter is effective as of the date signed and remains in effect until modified or rescinded. This charter shall be rescinded and the Council shall terminate upon the expiration of the 2-year period that begins on the date the Comptroller General submits the GAO evaluation of the Council to Congress, as provided in 44 U.S.C. § 3520A(e)(1).

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**SIGNATURES**

XXX XXXXXX  
CDO Council Chair  
Chief Data Officer,

Date

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*Adopted on June 18, 2020 in Washington, D.C.*

## Council Meetings

### January Council Meeting

The CDO Council convened its first meeting on January 31, 2020. Invitations were sent to all of the CDOs identified to OMB by agencies. Fifty-seven agency CDOs (or their designees) joined the Council meeting. The agenda for this meeting included comments by key OMB partners (Margaret Weichert, Deputy Director for Management, OMB; Dominic Mancini, Deputy Administrator of the Office of Information and Regulatory Affairs, OMB; and Suzette Kent, Federal Chief Information Officer, OMB) as well as a facilitated discussion of Council priorities. Updates were provided on existing and pending guidance relating to the Evidence Act, and resources for the Federal Data Strategy were shared. The Council agreed to convene an Operations Working Group that would make recommendations on operating procedures and develop a draft charter.

### February Council Meeting

The CDO Council hosted its second meeting on February 21, 2020. This meeting included 43 agency representatives (CDO or designee). The agenda for this meeting included a report from the Operations Working Group and presentations by several members on their Data Governance Structures, followed by an open discussion.

### March Council Meeting

Pursuant to the [M-20-16](#) OMB guidance to prioritize the activities and resources of federal agencies to COVID-19 response operations, the March 25, 2020, meeting was cancelled.

### April Council Meeting

The CDO Council quickly implemented a schedule of virtual meetings. On April 28, 2020, the Council held its first virtual meeting. The meeting agenda included Federal Data Strategy updates on resources available for CDOs and milestone deadline adjustments due to COVID-19, and a review of the Council draft charter, proposed working groups, and the newly formed COVID-19 Data Coordination Working Group.

*\*Note that OMB established the COVID-19 Data Coordination Working Group prior to the April Council meeting.*

### May Council Meeting

The May Council meeting was held on May 28, 2020. During the Council meeting, a vote on the CDO Council Charter was taken. The Council voted to approve the charter unanimously. The approved charter can be found in the addendum of this report. Other topics discussed included Data Inventories, establishing Small Group Discussions, and an update on the COVID-19 Data Coordination Working Group activities.

### June Council Meeting

The June Council meeting was held on June 25, 2020. During this meeting, Ted Kaouk was named as the chair of the CDO Council. The Council voted to establish three working groups: Operations, COVID-19 Data Coordination, and Data Skills Development. The Council also had an opportunity to provide recommendations for prioritizing project proposals. Other topics included connecting with the Evaluation Officer Council and sharing agency success stories and lessons learned.

### **July Council Meeting**

The July Council meeting was held on July 23, 2020. During the meeting, the Chair announced that the Council established its Executive Committee. Other topics included Federal Data Strategy milestone updates, Ethics Framework updates, Data Science Job Series updates, and Resources.data.gov updates.

### **August Council Meeting**

The August Council meeting was held on August 27, 2020. At this meeting, the Council Chair provided updates on key Council activities such as the first Executive Committee meeting, preparations for a Strategic Planning Offsite, and the Pulse Survey. The Council voted to establish a Small Agency Committee. The Council Chair also officially welcomed Ex Officio members. Other topics discussed during the meeting included Subject Matter Expert Qualifications Assessment, a Data Science Training Program, and the Federal Geographic Data Committee.

### **September Council Meeting**

The September Council meeting was held on September 17, 2020. At this meeting, OMB provided an update on the Phase 2 Guidance for the Evidence Act. The Council discussed the CY20 interim goals for the CDO Council, and listened to a presentation by the Interagency Council on Statistical Policy.

### **October Council Meeting**

The October Council meeting was held on October 22, 2020. At this meeting, the COVID-19 Data Working Group presented the resource “A Guide to Reopening Data”, the Chief Privacy Officers Council presented updates, and the Council approved the Data Sharing Working Group and adopted bylaws. Other topics discussed during the meeting included the entrepreneurial CDO discussion session and the SME-Qualifications Assessment data science hiring pilot.

### **November Council Meeting**

The November Council meeting was held on November 19, 2020. At this meeting, the Data Skills Working group provided updates and the Operations Working group discussed the development of a communications strategy. The CIO Council presented on their relevant data activities and there was an update on the Federal Data Strategy. The Council also voted to establish a CFO Act Agency committee.

## **Evidence Act** (relevant portions)

The Chief Data Officers Council was created by Section 202 of the Foundations for Evidence-Based Policymaking Act of 2018 (P.L. 115-435), which modifies Title 44, United States Code, by adding the following:

### § 3520A. Chief Data Officer Council

(a) **ESTABLISHMENT.**—There is established in the Office of Management and Budget a Chief Data Officer Council (in this section referred to as the ‘Council’).

(b) **PURPOSE AND FUNCTIONS.**—The Council shall—

- (1) establish Governmentwide best practices for the use, protection, dissemination, and generation of data;
- (2) promote and encourage data sharing agreements between agencies;
- (3) identify ways in which agencies can improve upon the production of evidence for use in policymaking;
- (4) consult with the public and engage with private users of Government data and other stakeholders on how to improve access to data assets of the Federal Government; and
- (5) identify and evaluate new technology solutions for improving the collection and use of data.

(c) **MEMBERSHIP.**—

- (1) **IN GENERAL.**—The Chief Data Officer of each agency shall serve as a member of the Council.
- (2) **CHAIR.**—The Director shall select the Chair of the Council from among the members of the Council.
- (3) **ADDITIONAL MEMBERS.**—The Administrator of the Office of Electronic Government shall serve as a member of the Council.
- (4) **EX OFFICIO MEMBER.**—The Director shall appoint a representative for all Chief Information Officers and Evaluation Officers, and such representative shall serve as an Ex Officio member of the Council.

(d) **REPORTS.**—The Council shall submit to the Director, the Committee on Homeland Security and Governmental Affairs of the Senate, and the Committee on Oversight and Government Reform of the House of Representatives a biennial report on the work of the Council.

(e) **EVALUATION AND TERMINATION.**—

- (1) **GAO EVALUATION OF COUNCIL.**—Not later than 4 years after date of the enactment of this section, the Comptroller General shall submit to Congress a report on whether the additional duties of the Council improved the use of evidence and program evaluation in the Federal Government.
- (2) **TERMINATION OF COUNCIL.**—The Council shall terminate and this section shall be repealed upon the expiration of the 2-year period that begins on the date the Comptroller General submits the report under paragraph (1) to Congress.’’