



February 26, 2024

**AGENCY NAME:** New York State Olympic Regional Development Authority

## **DELIVERABLES ACHIEVED SINCE 2021**

### **Open Data NY Compliance**

In adherence with Executive Order 95, the Olympic Regional Development Authority (“Olympic Authority”) has successfully integrated a comprehensive Open Data Policy into its primary business and strategic planning processes. This policy is accessible at [https://orda.org/wp-content/uploads/sites/7/2021/03/Open\\_Data\\_PolicyADA.pdf](https://orda.org/wp-content/uploads/sites/7/2021/03/Open_Data_PolicyADA.pdf). Examples of data sets made available to Open Data NY since 2021 include:

1. Daily visitor admissions at Olympic Authority venues starting from 2013;
2. Ski resort trail maps at ski areas managed by the Olympic Authority;
3. Water usage data for snowmaking activities at Olympic Authority ski areas, starting in 2019;
4. Single-day lift ticket pricing at Olympic Authority-managed ski resorts since 2017;
5. Season pass rates for Olympic Authority-managed ski resorts since 2017;
6. Annual revenue figures for Olympic Authority venues since 2017.

### **Enhancing Public Access and FOIL Request Efficiency**

The Olympic Authority is actively engaged in optimizing public access to information, particularly in response to frequent Freedom of Information Law (FOIL) requests.

To improve operational efficiency in handling FOIL requests, the Olympic Authority has implemented the GovQA system, a leading public request management software that has helped to streamline the FOIL request process thereby ensuring timely and effective responses to public inquiries.

### **Project Sunlight Database**

The Olympic Authority has collaborated with the Office of General Services (OGS) to secure access to the Project Sunlight database, allowing us to commit to compiling and submitting comprehensive lists of all individuals, firms, and entities (excluding state or local governmental agencies) that have appeared before the Olympic Authority in relation to contracting for goods or services.

### **New York State Contract Reporter**

Since 2021, the Olympic Authority has steadfastly adhered to the mandates of Economic Development Law § 142, as well as its own Procurement Guidelines. In alignment with these requirements the Olympic Authority consistently publicizes procurement opportunities on the

NYS Contract Reporter (NYSCR). This practice ensures transparency and fairness in the procurement process, inviting a wide array of potential vendors to participate. The Olympic Authority has also maintained its commitment to transparency in its post-award procedures by disclosing detailed information on the NYSCR regarding the recipients of contracts and the corresponding award amounts. This disclosure extends to contracts awarded under exemptions to the competitive procurement process, such as single-source and sole-source awards. For each of these exempted contracts, the Olympic Authority provides comprehensive information that includes a description of the goods or services procured, the specific circumstances that justify the exemption, and any alternative options that were considered prior to the award.

This ongoing practice underscores the Olympic Authority's dedication to upholding the principles of transparency, accountability, and equitable opportunity in its procurement processes, in accordance with State laws and organizational guidelines.

### **Measures of Success and Long-term Monitoring**

#### 1. Policy Development and Implementation

Since its inception, the Olympic Authority has been committed to continuous improvement and operational excellence. In keeping with this commitment, the Olympic Authority has consistently developed and updated crucial policies and guidelines to ensure best practices in governance and operations. This includes updates to the Olympic Authority's [code of ethics policy](#), [investment policy](#), [open data policy](#), [background check policy](#), [continuity of operations plan](#), the publication of a new [gender-based violence and the workplace policy](#), and implementation of [procedural rules for remote participation in meetings by Board Members](#). This process of policy refinement is ongoing and reflects the Olympic Authority's dedication to its legislative mandate and its role as a pivotal public authority within the communities hosting its venues.

#### 2. Website presence and Social Media

In addition to policy development, the Olympic Authority has undertaken significant efforts to transform its digital presence, notably through comprehensive enhancements to its websites. These improvements are designed to provide the public with easier and more intuitive access to information about the Olympic Authority and its array of services and activities. The revamped digital platforms emphasize user-friendliness, accessibility, and transparency, ensuring that stakeholders and the general public can engage with the Olympic Authority effectively.

Starting in or around 2022, the Olympic Authority has been actively monitoring engagement across its digital platforms for the purpose of improving its communications with the public. This includes tracking the growth in followers on its social media channels, as well as analyzing visitor attendance at its events, activities, and attractions. Through the use of Google Analytics, the Olympic Authority gains insight into such metrics as visitor demographics, geographic location, engagement retention, and the technology used to access its websites. This data also provides the Olympic Authority with an understanding of how visitors become interested in its venues and their preferences – which allows better development of satisfactory guest service

operations, marketing techniques, and communications with an overall appeal to visitors – to help to improve the overall user experience.

### 3. Open Meetings

Since October 2021, the Olympic Authority's governance structure, comprising the Board of Directors along with the Executive Committee, Governance Committee, and Audit Committee, has diligently convened to oversee the Olympic Authority's continuous development and enhancement of operations. During this period, the Board of Directors passed [85 resolutions](#), maintaining a level of activity consistent with that reported in the original transparency report for the preceding three years. These resolutions are pivotal in facilitating a spectrum of critical functions, including the authorization of facility upgrades, the revision and update of public-facing policies, the orchestration of large-scale competitions and events at Olympic Authority venues, and the management of various operational requirements.

The consistent scheduling of both Board and Committee meetings, coupled with refined procedures for conducting these meetings, has expanded transparency within the Olympic Authority's decision-making framework. Regular meetings that are properly advertised ensure that the Olympic Authority's actions are in alignment with its strategic goals and legislative mandates, while also enhancing public awareness in matters of community and recreational development.

By maintaining a transparent governance structure, the Olympic Authority ensures that its initiatives and developments are both responsive and beneficial to the public interest.

### 4. Promoting Employment Opportunities

The "[EZ Apply](#)" on-line process introduced by the Olympic Authority has proven to be a successful innovation in streamlining the employment application process across its venues. The process provides an opportunity for people who may be interested in working with the Olympic Authority to submit their personal information and skills/interests, outside of the context of a specific job posting. The Olympic Authority hires over 1000 seasonal employees each year, summer and winter, and has ongoing hiring needs. This method allows the Olympic Authority to identify potential employees, share information between venues, and identify individuals who might not otherwise apply for a posted position, which has enhanced the overall recruitment experience and helped to attract a more diverse pool of talent.

## **INITIATIVES TO BE IMPLEMENTED IN 2024**

### **Expansion of Open Data NY Contributions**

In addition to providing annual updates to the data sets referenced above, the Olympic Authority is in the process of augmenting its contributions to the Open Data NY platform. Planned additions expected to be uploaded within the forthcoming year include the following; the ranges of dates to be utilized will depend on the available data, which is still being determined:

1. Energy usage rates and EV charging metrics at Olympic Authority venues;
2. Tabular Bid information of contracts the Olympic Authority has awarded since 2023.

### **Annual Procurement Report**

In 2024, the Olympic Authority will begin publishing on its website an Annual Procurement Report detailing its procurement activities, based on information generated from the Public Authorities Reporting Information System (PARIS).

### **Procurement Guidelines**

The Olympic Authority is in the process of revising its procurement guidelines, a critical step toward enhancing its procurement practices and aligning with best practices in public procurement. Pending the review and approval of the Olympic Authority Governance Committee and Board of Directors, the updated procurement guidelines are expected to reinforce the standards and integrity in the Olympic Authority's procurement processes, ensuring fair and transparent dealings with all vendors and service providers.

### **Project Sunlight Database**

Beginning in 2024 the Olympic Authority will implement a process to ensure that it maintains a list of those employees who are required to report appearances, which will be provided to the Project Sunlight Database.

### **Olympic Authority's Commitment to Enhanced Transparency and Public Engagement: Annual Review and Continuous Improvement of Operations**

The Olympic Authority is dedicated to continually evaluating its operations to ensure alignment with the public's needs, and strict adherence to the relevant legal and regulatory frameworks. This commitment extends to complying with applicable laws, rules, and executive orders, with a specific focus on enhancing transparency, broadening public access to information, and fostering meaningful public engagement in the Olympic Authority's governance processes.

A key component of the Olympic Authority's strategy is the ongoing commitment to the transparency measures outlined here. To this end, the Olympic Authority will conduct a thorough review of its transparency policies, practices, and guidelines at a minimum of once per year. This review process is integral to ensuring that transparency measures remain effective and responsive to both evolving public expectations and to applicable legal and policy standards.

As part of this commitment, the Olympic Authority will continue to refine and update its policies, practices, and guidelines to reflect best practices and to identify and address areas of improvement. This proactive approach underscores the Olympic Authority's dedication to maintaining the highest standards of transparency, public accessibility, and engagement as a responsible and responsive public authority.