

**MetroGIS Emergency Preparedness Workgroup and  
The Governor's Council on Geographic Information  
Emergency Preparedness Committee  
Steering Workgroup**

**Meeting Notes  
December 3, 2003**

**Attendees**

Randy Knippel	Dakota County	Dave Brandt	Washington County
Rick Gelbmann	Metro Council	Carla Coates	Ramsey County
Keith Anderson	LOGIS		

The Steering Committee for the MetroGIS Emergency Preparedness Workgroup met on Wednesday December 3 2003 to discuss the initial agenda of each subgroup. At the end of the meeting, each workgroup member was assigned to their preferred subgroup.

A quick summary of the EP steering workgroup was as follows:

GIS Outreach Group -

- Finalize a GIS Skills Resource Database in MSAccess and Web enable
- Study and accrue information on Mutual Aide Support
- Study and accrue information of Speaker and Authoring resources

EM Outreach Group -

- Study and accrue information on future EM Events (Gov Conf in March, MG Rotary Club, Simulations, etc)
- Determine Who/What organizations/Info we need to partner with.
- Study and accrue information on Funding.

Data Group -

- Get ArcIMS site Web enabled at Metro Council as soon as possible.
- Identify data sources and requirements.
- Identify the Who, How and When data will be compiled for the EM Group.

The 2004 work plan for the Emergency Preparedness Workgroup was also discussed and approved for action by the Coordinating Committee. The following text was approved:

**Regional Emergency Management Preparedness Information Need**

*Identify collaborative solutions for assembly and distribution of locally-produced data, from disparate sources, important to emergency response and, to the extent practical, meet National HSIP (Homeland Security Infrastructure Protection) needs.*

- a) *Define a strategy in conjunction with the Gov. Council on Geographic Information to ensure MetroGIS's efforts are coordinated with those of the Council's.*
- b) *Expand the workgroup through a coordinated outreach effort to include individuals with key expertise critical to implementing sustainable and effective solutions to priority common needs.*

*a) Assemble a prototype regional dataset(s) that addresses known emergency management needs and make it available for widespread use/testing.*

*d) Develop an evaluation process to identify desired enhancements to the prototype data and associated roles and responsibilities, including evaluation criteria and perspectives (organizational and professional) that need to be involved. (The evaluation process would be implemented about one year after the prototype is launched.)*

In order to facilitate some progress, the EM Steering Committee set the next EM Steering Committee meeting for Monday, January 26th. Each subgroup will meet well before that in order to begin a work flow process/strategy to report back by the late January date.