

**MetroGIS Emergency Preparedness Workgroup  
Steering Committee**

**Meeting Summary**

**January 12, 2005**

**Dakota County Northern Service Center, Room 310  
West St. Paul, MN**

**Attendees:** Randy Knippel, Dakota County  
Gordon Chinander, E911 board  
Chad Bergo, City of Maplewood (GIS Resources Workgroup)  
Carla Coates, Ramsey County (Outreach Workgroup)  
Rick Gelbmann, Metropolitan Council

**Agenda:**

1. Updates
  - Data Development and Standards
  - Public Health - SNS/BT
  - Outreach to Emergency Mgt.
  - Organizing GIS Resources
  - GCGI
2. Workshop strategy

**Summary:**

**Data refinement process.** Keith Anderson was not able to attend the meeting but did discuss activities with Randy Knippel. One of the big issues is getting people to complete the update process that has been outlined. Keith will be holding a meeting with the custodians soon to explain the process, answer questions and encourage them to complete work on their assigned data and send it to the Council for posting. In order for it to be posted documentation is needed. This can be limited to key pieces of information such as the abstract, the process used, sources and definitions of the attributes and their classifications. The group agreed that it was the responsibility of the custodian to integrate the data into a regional data set that is to be delivered to the Metropolitan Council for posting on the datafinder site. Rick and Keith need to complete work on white paper that describes process and a flow chart that summarizes it.

**SNS/BT.** SNS is now call Metropolitan Readiness Health Managers Organization (MRHMO). The MRHMO does not have direct GIS staff assigned and is relying on contacts made through MetroGIS EP to complete some of the needed mapping and analysis. Randy K and other county representatives are filling a triage site location request. MRHMO members have made contact with county health representatives to have them get the county level site identification work on county GIS staff task lists. The MetroGIS EP Workgroup representatives are also informing county GIS people of the work request.

**Outreach to Emergency Management.** Authors for GIS articles for the HSEM Newsletter have been arranged through May of 2005. Carla has a process in place for recruiting writers and feels that she will be able to manage recruitment on an ongoing basis.

**Outreach to GIS community.** The GCGI/MetroGIS EP GIS Contact web page is up and running with approximately 40 county contacts verified. There are only 4 city contact that have entered information. Chad Bergo has agreed to contact metro GIS people to encourage them to enter their information into the database. Several sources for contacts were identified, County contact lists (Randy K. and Ramsey County user group), MetroGIS contact list for Cities, GIS/LIS mail list and others lists as available. Chad will start with an email and also make some phone calls directly to people as possible.

**Workshop for Educating GIS Professionals about Emergency Management.** The group discussed plans for a workshop to be held in early April for GIS professionals to help them learn about the Emergency Management. The session would be held from 11:30 –3:30 with a preferred location at the State Emergency Operations Center in St Paul. Possible topics include, Minnesota Incident Management System, Tabletop Exercise, 911 Dispatch system, Minneapolis Fire Department Use of GIS, Case History of a Real World Emergency from a Emergency Managers Perspective and a Update on EP GIS activities at MetroGIS and GCGI. Two topics will be picked (probably MIMS and MPLS Fire) in addition to the GIS Update. In addition to MetroGIS EP Workgroup 3 other organizations (HSEM, MN GIS/LIS Consortium and Mn Governors Council on Geographic Information) will be asked to help sponsor the event so it can be offered without cost to participants.

The next meeting was not set. Randy will email possible meeting dates.

Prepared by: Rick Gelbmann