



Agenda

Thursday, December 17, 2009

MESB/Mosquito Control Offices

Room 227

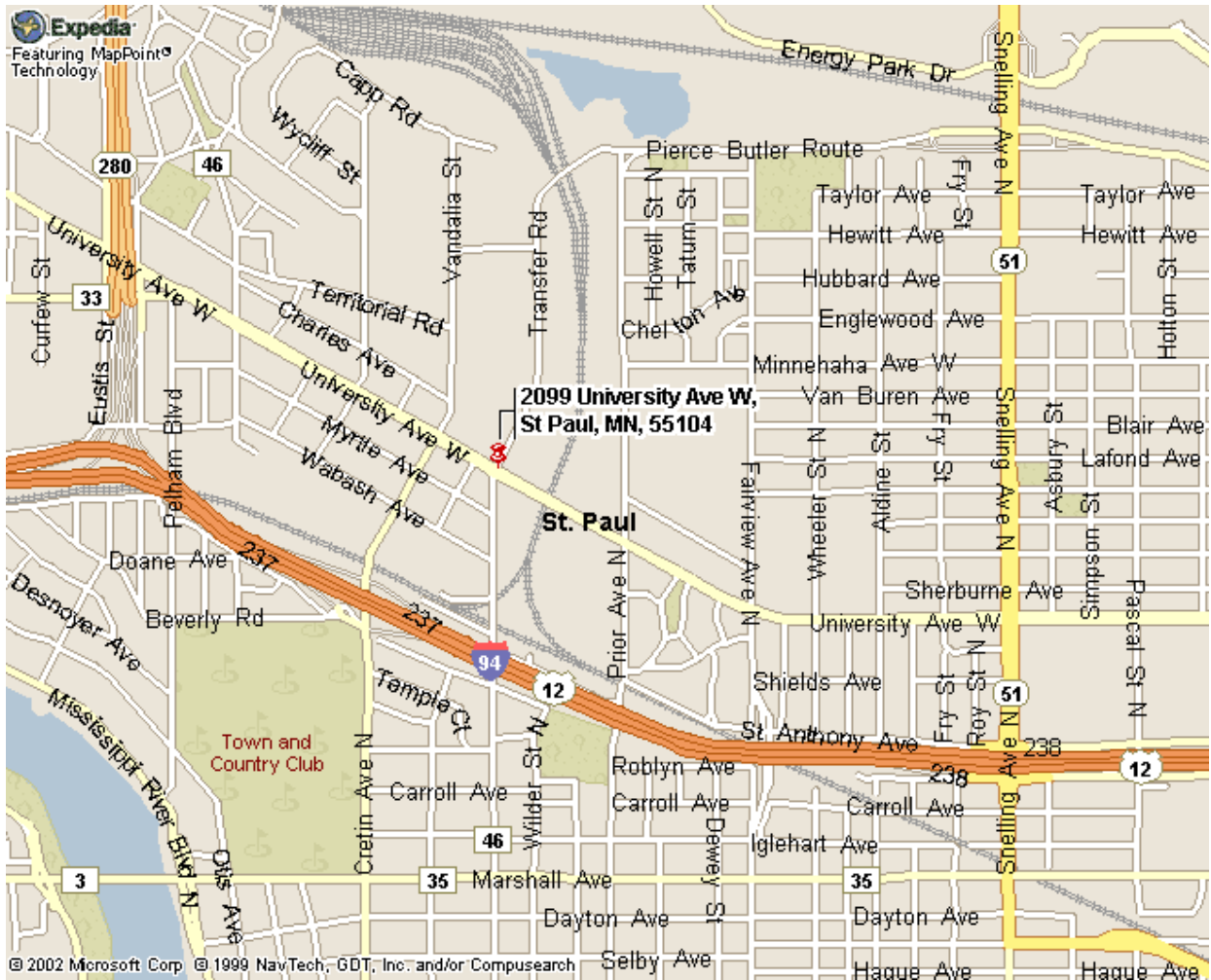
2099 University Ave. W., St. Paul

(Map Attached)

10:00 to 12:00 AM

- 1. Welcome
- 2. Note taker
- 3. Introductions
- 4. Approve agenda all
- 5. Approve November meeting summary all
- 6. Project Plan Review it all
- 7. Liability Disclaimer Update Verbick
- 8. County/City Data Ownership Updates Counties
- 9. Unique ID Elements – Final Format in Data Specifications all
- 10. “Occupancy Type” vs. “Subaddress Type” all
- 11. GNIS ID Format – USGS Integer vs. Census Text all
- 12. Authority and Source Attributes all
- 13. XML Tags all
- 14. Metadata for Phase I Regional Dataset – Preliminary draft all
 - a) General Wording
 - b) Distribution Section
- 15. Regional Custodian Validation of Data all
- 16. Review action items
- 17. Adjourn

Directions: Building is located on Northeast corner of University Avenue and Transfer Road (South of AMTRAK station). Best access off Interstate 94 is the Cretin/Vandalia exit. Head north on Vandalia Ave to University Avenue, then East on University to Transfer Road/Cleveland Ave. North on Transfer Rd. and enter first parking lot on right (before RR tracks). Building is marked as Metro Counties Government Center.



Item 6 – Project Plan

Steps to get to Initial Data Distribution – Phase 1: Simple Open Access FTP Distribution

Step	Description	Status
1	Have a willing preliminary distributor	Met Council is willing to distribute via FTP
2	Finalize draft data specifications (to be reviewed once National Standard is approved)	Unique ID, GNIS format, “subaddress” name and XML tag items remaining, to be approved at December meeting.
3	Have MetroGIS approved disclaimer language	PB Chair Schneider and CC member Ben Verbick working on this with LMCIT
4	Get approval from CC and Policy Board to distribute data, at least for data providers that want the open access option	Draft policy statement for dataset exists, pending completion of some of the details in this list of steps.
5	Have preliminary registry of address authorities that are contributing data	Draft registry exists. Will need additional data once address authorities begin participating
6	Have accurate metadata for dataset as a whole, with link to contact info for each authority or their designated data maintainer (info in registry)	First draft for December meeting
7	Have address authorities contributing data for distribution	Build it and they will come
8	Ensure that address authorities verify their ability to provide data for Open Access distribution as to not violate existing data license agreements	Counties and cities working on this.

Steps to get to fully implementing the MetroGIS Vision: 2

Step	Description	Status
1	Have a regional custodian organization	Metropolitan Council is a willing volunteer.
2	Have synchronizer operational between 1 or more counties and regional custodian	
3	Have online web editing application operational	
4	Counties may need it get board approval to make a subset of their address points starter kit data feely available to cities with the ability to freely redistribute.	
5	Have legal issues with limited access distribution finalized (if option is wanted)	
6	Have clearly documented conditions for when a city’s address points data is or is not bound by the parcel data licenses	
7	Have an outreach effort to encourage address authorities to participate	

Item 11 – GNIS ID Format

Should we use the Integer or Text with Leading Zeros format of the GNIS code? The draft National Standard has an element for this and it uses the integer format, but this is based on 2006 info when the text format was not well described.

Excerpt from State Standard:

Used together, these three codes provide a unique identifier for all portions of cities that cross county boundaries (termed *Minor Civil Divisions* by the U.S. Census Bureau) For example, the City of Saint Cloud falls within the Counties of Benton, Sherburne and Stearns:

State Code	County Code	GNIS Feature ID Code for Saint Cloud	Composite Code
27	009	02396483	2700902396483
27	141	02396483	2714102396483
27	145	02396483	2714502396483

Therefore, the Census unique identifier for that portion of St. Cloud within Benton County is 2700902396483.

Examples of GNIS feature identifier codes for CTUs are listed below. A complete list with a crosswalk to legacy Census codes can be found at <http://www.lmic.state.mn.us/GovernmentUnits/>.

CTU Identifier Code		CTU Name	CTU Type
GNIS Feature ID Text Format	GNIS Feature ID Integer Format		
02394789	2394789	Forest Lake	City
00664194	664194	Forest Lake Township (historical)	Township
02394790	2394790	Foreston	City
00664196	664196	Forest Prairie Township	Township
00664197	664197	Forestville Township	Township
02394797	2394797	Fort Ripley	City
00664201	664201	Fort Ripley Township	Township
00664202	664202	Fort Snelling (unorganized territory)	Unorganized Territory
02394799	2394799	Fosston	City
00664204	664204	Fossum Township	Township

Item 12 – Remove Address Direct Source

Address Direct Source is not part of the latest standard and seems unlikely to be used in MetroGIS and may be confusing.

Is the Address Authority the actual authority or the functioning authority? It seems like the Editing Authority would be the functioning authority.

Address Direct Source: Text, width = 40

1.8.5.3 Address Direct Source: Text *Source from whom the data provider obtained the address, or with whom the data provider validated the address.* (building permit, final plat, phone company, assessor, Tele Atlas) For MetroGIS purposes, this field could be used to indicate the department within a city that supplied the address (e.g. Planning and Zoning, Fire Dept., Public Works, etc.)

Address Authority: Text, width = 40

1.8.5.4 Address Authority: Text *The authority (e.g., municipality, county) that created or has jurisdiction over the creation of an address.* Entities other than cities and counties might be possible here (e.g. U of M?, State Fair?, 3M (on their campus), Mdewakanton Sioux Community).

Editing Organization: Text, width = 40

This is intended to indicate the organization that made the last change to the data record. This field may not be necessary if the official address authority is clearly defined and is the only organization that is allowed to edit a record. However, the flexibility we envision with the administration of the geographic parts of the regional dataset suggests that this element will be of use at some point. Optional

Item 15 – Regional Custodian Validation of Data

What should the Regional Custodian Validate? Ideas:

- Verify that all records from one address authority have a unique ID (ID exists and is unique)?
- Verify that no two records from one address authority (or metro wide) have identical full concatenated address?