

Meeting Summary
MetroGIS Coordinating Committee
MN Counties Insurance Trust Bldg. – Board Room
March 26, 2009

1. CALL TO ORDER

Chairperson Wakefield called the meeting to order at 1:05 p.m. and asked each attendee to introduce themselves.

Members Present: *Academics:* Jeff Matson for Will Craig (U of M); *Cities:* Jim Engfer (AMM: core cities - City of St. Paul) and Bob Owens for Harold Busch (AMM: suburban cities - City of Bloomington); *Counties:* Peter Henschel (Carver), Bill Brown (Hennepin), Jim Bunning (Scott); John Slusarczyk (Anoka), David Claypool (Ramsey), and David Brandt for Jane Harper (Washington); *Federal:* Ron Wencil (USGS); *Metropolitan:* *Metropolitan:* Amanda Nyren for David Bitner (Metropolitan Airports Commission), Gordon Chinander (Metropolitan Emergency Services Board), Rick Gelbmann and Mark Vander Schaaf (Metropolitan Council), and Nancy Read (Metropolitan Mosquito Control District); *Non-Profits:* Sally Wakefield (1000 Friends of Minnesota); *Schools:* Dick Carlstrom; *State:* David Arbeit (GDA/LMIC), Tim Loesch (DNR) and Joella Givens (MN/DOT) *and Utilities:* Jerome Moore for Allan Radke (Xcel Energy).

Members Absent: *Business Geographics:* (Vacant); *Counties:* Randy Knippel (Dakota), *Special Expertise:* Brad Henry (URS Corp.), *GIS Consultants:* Larry Charboneau (NCompass Technologies), and *Watershed/Water Management Organizations:* Mark Doneux, Capital Region Watershed District.

Open Seats: *Business Geographics and Non-Profits*

Support Staff: Randall Johnson, MetroGIS Staff Coordinator

Visitors: Mark Kotz (Metropolitan Council and member of the Technical Leadership Workgroup) and Fred Logman, LMIC

2. ACCEPT AGENDA

Member Givens moved and Member Chinander seconded to approve the agenda, as submitted. Motion carried, ayes all.

3. ACCEPT MEETING SUMMARY

Alternate Member Brandt moved and Member Chinander seconded to approve the December 10, 2008 meeting summary, with a minor modification (change “her” to “his” in last paragraph on first page). Motion carried, ayes all.

4. SUMMARY OF JANUARY POLICY BOARD MEETING

The Staff Coordinator summarized the information provided in the agenda report. No questions or comments were offered.

5. ACTION AND DISCUSSION ITEMS

a) Regional Web Service/Application Solutions– TLW Recommendations

Mark Kotz, Chairperson of the Technical Leadership Workgroup (TLW), summarized the charge given to the four workgroups created at the December meeting, the workgroup reporting guidelines developed by the TLW, and provided a listing of the member of each workgroup (see Attachment A). Kotz reported that none of the workgroups had made enough progress to offer specific recommendations at this time but that each expects to submit a proposal for 2009 MetroGIS project funding for consideration at the June Committee meeting. He concluded his remarks by asked that the Committee officially designate a liaison to each of the workgroups and stated that it is the TLW’s expectation that it will bring a recommendation to the Committee in June that integrates the recommendations of each workgroup. Kotz’s presentation slides can be viewed at http://www.metrogis.org/teams/cc/meetings/09_0326/5a_Workgroup%20Updates.ppt .

Chairperson Wakefield thanked Kotz for his update and asked for Committee members to volunteer to serve as a liaison to each workgroup. The following members volunteered to serve as workgroup liaisons:

- Feature Services Workgroup – Jim Bunning
- Jurisdictions at Point Workgroup – Vice Chairperson Peter Henschel and John Slusarczyk will share the role.
- Best Image Service Workgroup – Gordy Chinander and Ron Wencil will share the role
- USPS Address Verifier Workgroup – Vice Chairperson Peter Henschel

Member Read reported that the Landmark Extension to the Regional Geocoder Workgroup is also poised to begin work.

b) Regional Address Point Dataset – Access Policy Direction

Mark Kotz, Chairperson of the Technical Leadership Workgroup, began his presentation with a summary of the work to date to evolve the schema for a regional address points dataset. He then commented that it is now time to agree on the rules for access to this proposed database before actually creating it and offered a recommendation from the Address Workgroup that suggested two options be made available to the producers/owners of the address point data - open access and licensing similar to the policies currently in place for parcel data. Kotz's presentation slides can be viewed at http://www.metrogis.org/teams/cc/meetings/09_0326/5b_Distribution%20Policy%20Recommendation.ppt

The group concurred with the proposed one-size-will-not-fit-all approach. In response to a question about whether county parcel data would be among the anticipated sources to create the initial address point dataset, a wide ranging discussion ensued that touched on data ownership, authoritative source, trusted stewards, intellectual property rights, need to investigate current statute to determine if statutory authority currently applies to this data type. Several of the specific comments were as follows:

Gelbmann expressed concern about modeling the licensure option proposal after the paper-based licensing protocol currently in place for parcel data. Brown stated that Hennepin County is in the midst of developing new "shrink wrap model" that is expected to greatly expedite the current licensing process.

Read emphasized that cities want the ability to review address data produced by adjoining cities to ensure consistency, so at a minimum the default address point data license needs to be something like that used for parcel data whereby government organizations are able to have access to the entire geographic extent of the region. The question the workgroup focused on was how to make it possible for those cities who want to offer access beyond the minimum protocol, hence the proposed option to formally allow for open access in a standardized manner

Vander Schaaf asked for clarification as to whether the actual address authorities are comfortable with the recommendation. Kotz explained that several of the Address Workgroup members represent actual address authorities and that the workgroup was unanimous in its recommendation, satisfying Vander Schaaf's inquiry.

Chinander cautioned that not all emergency responders are government entities and encouraged the modification of the draft policy to ensure access by all entities engaged in emergency response activities. Wencil concurred that effectively addressing emergency response needs should be priority for the proposed access policy, noting that federal agencies are looking for address-based data, not parcel data. Claypool added that as the National Grid is more widely used, the importance of address-based data also increases.

Slusarczyk asked how compliance with standards, specifically data completeness and currency, would be policed. Kotz commented that the reason for seeking active participation by address authorities to

serve as the official source is that they have a business need for these data and, as such, compliance is not expected to be a problem. Several county members of Committee, who currently oversee similar operations, concurred. In response to the proposal that County involvement be optional, Slusarczyk added that he would prefer that the counties have a role to oversee quality control. Arbeit concurred that he believes that involving the counties in a quality control oversight role/some form of filter even if no formal authority is involved to require change, will be important to ensure consistency, in particular, if this model catalyzes interest beyond the metro area.

Loesch suggested that there might be an opportunity to leverage a GIS-related law enforcement program that is administered by Century College to address the data currency concern and encouraged the workgroup to look into it.

In response to a question from Chairperson Wakefield, a short discussion ensued during which county representatives shared that if the local address authorities were to participate, as proposed, their county operations would benefit by having to do less work to aggregate address data they are currently receiving from cities.

The members concurred that before the workgroup's recommendation is shared with the Policy Board for comment, the following actions should be accomplished:

- Explore existing statute. What rules currently exist that pertain to access to address point data and does any entity(ies) currently have a salutatory mandate to collect address point data.
- Present the topics to the Board as issues and opportunities, not as recommendations at this juncture,
- Explain how the proposed web application will work with existing address creation operations. Share an expectation for how will the initial dataset will be populated.
- Arrange for local address authorities to participate in the presentation and state why they believe the proposed regional solution will be value to them.

A decision as to whether to bring this item to the Policy Board at the April meeting or later was deferred to Chairperson Wakefield and Address Workgroup leadership. (Editor's note, in conversations the following morning, a decision was made to postpone seeking comment from the Policy Board until the Board's July meeting.)

c) Mn D2E Functional Transformation Recommendations

David Arbeit briefed the members on the Drive to Excellence initiative that resulted in a recommendation to create a state GIS coordinating office. He noted that bills had been introduced the day prior in the House and Senate to accomplish this outcome and that it had been well received. If passed, this legislation will provide standing for GIS technology as a critical infrastructure component that currently does not exist. Arbeit also emphasized that enactment of this legislation would provide authorities needed to ensure sustained collaboration across state agencies, although no new funding would be authorized at this time. He briefly shared that two coordinating councils would be created, one for state agencies and the other for non-state agencies to provide guidance to state program managers. In response to a comment from Member Read about the proposed duties of the coordinating office including "local government", Arbeit commented that there is no mandate but rather that maintaining "respect for the broader community" is a key.

The state agency representatives to the Coordinating Committee expressed their support and excitement for the proposal, adding they expect several cross-agency initiatives to take hold once a stable central coordinating authority could be counted upon to provide the necessary cross-agency coordination support. Arbeit added that he anticipated that LMIC will continue to support the programs that are currently active.

d) GIS Demonstration for April Policy Board meeting

The presentation proposed in the agenda report was accepted. It was agreed to postpone to the June meeting discussion of the other actions suggested in the agenda report.

e) **Open Business Geographics and Non-Profit Committee Seats**

Postponed to the June meeting due to lack to time.

f) **“Special Expertise” Member Candidate**

Chairperson Wakefield summarized the proposal to appoint Ben Verbick, GIS Manager with LOGIS, to the Committee under the “special expertise” membership category. Member Givens and Alternate member O’Neil spoke in favor the proposal and, in particular, the extensive consortium-based perspective that Mr. Verbick would bring to the Committee’s deliberations.

Motion: Member Givens moved and Member Read seconded to appoint Ben Verbick, GIS Manager with LOGIS, to serve on the Committee under the special expertise category, specifically that of small to medium sized cities from the perspective of a collaborative solutions to shared geospatial needs.

Motion carried, ayes all.

g) **Raise Awareness of On-Hold Projects**

Postponed to the June meeting due to lack to time.

6. **PROJECT UPDATES**

There was no discussion of the items presented in the agenda materials.

7. **INFORMATION SHARING**

There was no discussion of the items presented in the agenda materials.

8. **ADJOURN**

The meeting adjourned at 3:00 p.m.

Prepared by,

Randall Johnson, AICP
MetroGIS Staff Coordinator