



**Thursday, March 26, 2009**

**Minnesota Counties Insurance Trust (MCIT) Building**

**100 Empire Dr., St. Paul, MN**

*(North of Capitol Building about 1/2-mile and west of Jackson Street on Empire)*

**1:00 to 3:00 p.m. (extend if needed)**

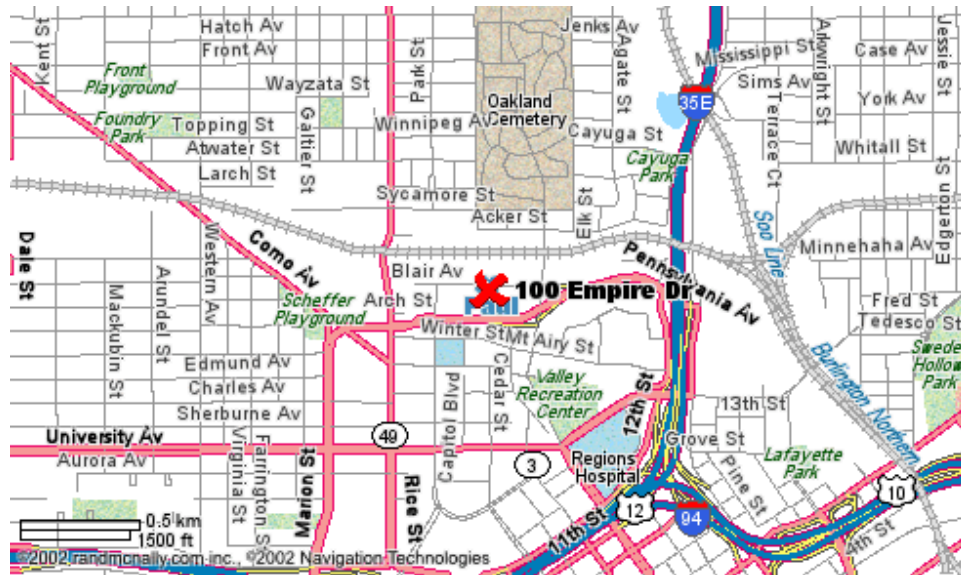
**See directory in lobby for meeting room location**

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<b>1. Call to Order</b>	
<b>2. Approve Agenda</b>	<i>action</i>
<b>3. Approve Meeting Summary</b>	
a) December 10, 2008	<i>action</i> 1
<b>4. Summary of Jan 28<sup>th</sup> Policy Board Meeting</b>	14
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d) Streamlining Data Access for Emergency Responders	
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<b>7. Information Sharing:</b>	51
a) Next-Generation Parcel Data Sharing Agreement Executed – 2009 Data Available	
b) Status of Request of GCGI to Regarding Two Application Related Recommendations from MetroGIS	
c) Will Craig NSGIC President Elect	
d) National Geospatial Advisory Committee: February 4-5 Meeting Results	
e) Presentations / Outreach / Studies	
f) Metro and State Geospatial Initiatives Update	
g) Federal and National Geospatial Initiatives Update	
<b>8. Next Meeting</b>	
June 25, 2009	
<b>9. Adjourn</b>	

**Mission Statement:** "....to expand stakeholders' capacity to address shared geographic information needs through a collaboration of organizations that serve the Twin Cities metropolitan area."

## How to find the MCIT Building:

Located six blocks north of the Capitol Complex, just minutes from downtown.



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See [www.mcit.org](http://www.mcit.org) for more information

**Meeting Summary**  
**MetroGIS Coordinating Committee**  
**MN Counties Insurance Trust Bldg. – Board Room**  
**December 10, 2008**

**1. CALL TO ORDER**

Chairperson Brown called the meeting to order at 12:35 p.m..

Members Present: *Academics:* Jeff Matson for Will Craig (U of M); *Cities:* Harold Busch (AMM: suburban cities - City of Bloomington); *Counties:* Pete Henschel (Carver), Randy Knippel (Dakota), Bill Brown (Hennepin), Jim Bunning (Scott); David Brandt for Jane Harper (Washington); and John Slusarczyk (Anoka), *Federal:* Ron Wencl (USGS); *GIS Consultants:* Larry Charboneau (NCompass Technologies), *Metropolitan:* David Bitner (Metropolitan Airports Commission), Rick Gelbmann and Mark Vander Schaaf (Metropolitan Council), and Nancy Read (Metropolitan Mosquito Control District); *Non-Profits:* Sally Wakefield (1000 Friends of Minnesota); and *State:* Joella Givens (MN/DOT).

Members Absent: *Business Geographics:* (Vacant); *Cities:* Jim Engfer (AMM: core cities - City of St. Paul); *Counties:* David Claypool (Ramsey); *Metropolitan:* Gordon Chinander (Metropolitan Emergency Services Board); *Non-Profit:* (Vacant); *State:* David Arbeit (GDA/LMIC) and Tim Loesch (DNR); *Special Expertise:* Brad Henry (URS Corp.), *Utilities:* Allan Radke (Xcel Energy); and *Watershed/Water Management Organizations:* Mark Doneux, Capital Region Watershed District.

Open Seats: *Business Geographics and Non-Profits*

Support Staff: Randall Johnson and Mark Kotz (MetroGIS staff support team)

Visitors: David Brandt (Washington County and Chair of the Technical Advisory Team), John Carpenter (Excensus), Chris Cialek (LMIC), Nicole Roepke (Carver County), and Liesa Miller (DNR).

**2. ACCEPT AGENDA**

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

**3. ACCEPT MEETING SUMMARY**

The summary was excepted as presented in the agenda packet, with the except that Member Busch commented that he did not attend the September meeting as stated in the draft summary. No questions or comments were offered.

**4. SUMMARY OF JULY POLICY BOARD MEETING**

There was no discussion of this item.

**5. ACTION AND DISCUSSION ITEMS**

**a) Election of Officers**

Chairperson Brown began this item by thanking the members for opportunity to serve as Chair for the last two years. He then placed Member Wakefield's name into consideration as a nominee to serve as the next chairperson. Member Wakefield confirmed her interest in serving. Chairperson Brown then called for further nominations three more times. Hearing none, he moved and Member Givens seconded to close the nominations and elect Member Wakefield to serve as Chairperson of the Coordinating Committee for 2009. Motion carried, ayes all.

Chairperson Brown then placed Member Henschel's name into consideration to serve a Vice-Chair of the Committee. Member Henschel confirmed her interest in serving. Chairperson Brown then called for further nominations three more times. Hearing none, he moved and Member Wakefield seconded to close the nominations and elect Member Henschel to serve as Vice Chairperson of the Coordinating Committee for 2009. Motion carried, ayes all.

The members congratulated both new officers and thanks them for accepted to serve in these roles.

**b) Regional Geocoder Service – Final Project Report**

The project manager of the Regional Geocoder Service Project, Member Read, explained that her presentation would highlight points explained in more detail in the final project report that was made downloadable with the other agenda materials at

[http://www.metrogis.org/teams/cc/meetings/08\\_1210/08\\_Geocoder\\_Final\\_Report\\_draft\\_toCC.pdf](http://www.metrogis.org/teams/cc/meetings/08_1210/08_Geocoder_Final_Report_draft_toCC.pdf).

She then explained the development process, some specifics of the service architecture, how the new service is being used to support applications hosted by the Metropolitan Mosquito Control District and examples of how the existence of this new service is significantly improving efficiencies. She also commented on work that remains in progress to develop data updating procedures, adjusting specifications to improve performance, refining hosting specifications and batch service capabilities.

Member Read then summarized several lessons learned and offered several recommendations for subsequent and related actions, including encouraging MetroGIS to continue to support development of web services, foster efforts to improve data content standardization, foster continued work to resolve concerns associated with open source software, explore hosting of a “project commons” capability, and most importantly, facilitate a willing organization possessing sufficient resources to assume responsibility to host this service. (To view Member Read’s presentation slides go to [http://www.metrogis.org/teams/cc/meetings/08\\_1210/5b\\_Geocoder\\_Final\\_to\\_CC\\_Dec.ppt](http://www.metrogis.org/teams/cc/meetings/08_1210/5b_Geocoder_Final_to_CC_Dec.ppt).)

Chairperson Brown thanked Member Read for her presentation and for her leadership on this important project. He then asked for clarification about who should be responsible for acting on the recommendations presented in the final report. Mark Kotz, Chair of the Technical Leadership Workgroup noted that the recommendations to support a “project commons” and to secure a host for service fit within the scope of responsibilities that the workgroup has accepted.

The Staff Coordinator commented that addressing questions about when use of open source software is appropriateness should begin with education of the legal staff that are responsible for drafting the authorizing agreements. The group concurred that it needs to be clear about what it wants, why the open source environment is critical to achieving those outcomes, and the benefits that will accrue if those outcomes are achieved.

**Action:** Due a lack of specificity about how to approach each of the recommendations presented in the final report, the Committee decided to defer to the Technical Leadership Workgroup for more information about the resources needed to accomplish each recommendation, relative priority with the work objectives set for 2009, and, to the extent possible, identification of high-level strategies to launch each effort. No deadline was set for a report from the Workgroup.

The Committee did not offer any suggested additions or modifications to the content of the final project report (see the URL cited above to view the document).

**c) Address Point Repository Synchronization Pilot – Final Project Report**

Member Henschel, project manager for this project and member of the Committee, introduced the material presented in the agenda report, noting that the most important next step is to identify the host for the application and handed out the final project report

([http://www.metrogis.org/teams/cc/meetings/08\\_1210/5c\\_RegionalAddressPointRepositorySynchronizationPilot-FinalReport.pdf](http://www.metrogis.org/teams/cc/meetings/08_1210/5c_RegionalAddressPointRepositorySynchronizationPilot-FinalReport.pdf)). He then introduced Nicole Roepke, Carver County, who was responsible for designing and writing the code to accomplish the Address Point Repository Synchronization functionality. Ms Roepke then summarized the various components of the application. (To view Ms. Roepke’s presentation slides go to

[http://www.metrogis.org/teams/cc/meetings/08\\_1210/5c\\_MetroGIS-FinalReportPresentation-20081210.pdf](http://www.metrogis.org/teams/cc/meetings/08_1210/5c_MetroGIS-FinalReportPresentation-20081210.pdf).)

Chairperson Brown thanked the presenters for assuming leadership to build this important tool and for their excellent presentation. He then asked if there are any leading candidates to serve as the host. Mr. Kotz, Chair of the Address Workgroup, commented that the Workgroup is currently investigating options. Chairperson Brown encouraged Carver County to document the impacts on an

organization's infrastructure and support needs of hosting this synchronization application and to share this information with the Workgroup.

**Action:** Member Henschel agreed to the Committee's request that Carver County provide information to the Address Workgroup gained from testing the application on Carver County's system.

**Action:** In response to a statement in favor from Mr. Kotz, the Committee assigned responsibility to the Address Workgroup to coordinate integration of this synchronization tool with development of the proposed Web based Address Editing Tool, and ultimately with development to the Regional Address Points Database.

The Committee did not offer any suggested additions or modifications to the content of the final project report (see the URL cited above to view the document).

**d) Regional Solutions to Shared Application Needs – Recommended Next Steps**

Mark Kotz and Chris Cialek, both members of the Technical Leadership Workgroup, presented this topic. Kotz began by summarizing the charge to the Workgroup, the process used to facilitate the November 20 *Geospatial Applications and Web Services Needs Forum*, process used to discern meaning of the results and to craft recommendations for next steps. (For more information, see Mr. Kotz's slide presentation at [http://www.metrogis.org/teams/cc/meetings/08\\_1210/5d\\_CC\\_Presentation\\_Final.pdf](http://www.metrogis.org/teams/cc/meetings/08_1210/5d_CC_Presentation_Final.pdf).)

Mr. Cialek then presented an overview of the Workgroup's recommendations, which were handed out at the meeting (see Attachment B). They were grouped in three major categories: A) Create new workgroups to address 5 needs, B) Augment responsibilities of the current Technical Leadership Workgroup and Geocoder Workgroup, and C) Encourage the Committee to take action on four related topics that are beyond the scope of the Workgroup's responsibilities.

**Action:** It was agreed that staff would create a survey with the assistance of the Technical Leadership Workgroup through which the Committee members would identify the workgroup(s) that they would be interested in serving and to given them a means to identify candidates beyond the Committee they believe would have an interest to serve on the suggested workgroups. Staff agreed to send the survey to Committee members by year-end, if at all possible.

It was agreed that given limited resources, priorities for next steps would, in large part, be set by the interest demonstrated in participation on the various workgroups. It was also agreed that Committee members need to serve on each new workgroup to provide a liaison with the Committee and that the preference is for these new workgroups to present, at minimum, preliminary recommendations for use of 2009 project funding at the March Coordinating Committee meeting.

In subsequent discussion related to this topic,

- Member Gelbmann commented that the diagram created by the Workgroup to illustrate the results of the November 20 forum (see Attachment A) is valuable to show connections between needs and value to program managers.
- Member Read commented that additional project manager resources are needed to act on the identified needs and asked if it would be possible to use project funds to hire a part time project manager. Gelbmann commented that the idea should be considered as an option but that he has not given up on the request to the Council to create and fill a full time Technical Coordinator position.
- Member Knippel asked if it is possible to find out who voted for what need to use as a mechanism to seek out partners to assist with the resource needs. Kotz commented that the voting was tracked by sector but then in some cases the forum team would also be able to associate a participant name with a sector vote.

The Committee did not offer any suggested additions or modifications to the content of the Forum Turn Around document that can be viewed at the following web address:

[http://www.metrogis.org/teams/workgroups/shared\\_app/forum\\_11-20-08/Forum\\_Turnaround\\_Document.pdf](http://www.metrogis.org/teams/workgroups/shared_app/forum_11-20-08/Forum_Turnaround_Document.pdf).

**e) Streamlining Data Access for Emergency Responders**

In the absence of Member Chinander, the Staff Coordinator introduced this topic and summarized the agenda report. (Editors note: Member Chinander was unable to attend the meeting due to a required function at his home organization.)

Member Knippel supported the proposal to investigate the data access issues encountered in the lead up to the Republican National Convention but cautioned that multiple solutions will be required and each data holder will need to inventory the licensed data they have in their possession produced by others and assess what can be shared, as the issues incurred are associated with a broad array of data in addition to county-produced parcel data. Chairperson Brown concurred that it would be prudent to document difficulties and look into ways to avoid in the future but also cautioned that some of the difficulties incurred could have been avoided if current procedures had been followed.

Member Read offered a suggestion that the GIS community initiate practice scenarios through which to identify data resources issues and access issues on a recurring basis. Chairperson Brown also noted he would be willing to consider the potential of web enabling licensure procedures to streamline existing procedures. Member Knippel commented that he had spoken with the Dakota County attorney and that they believe that the access in emergencies situation for parcel data could be handled with an addendum to the current agreement. He also reiterated and cautioned that the larger issue is that local holders of private data (e.g., Pictometry) can not share these holdings which in times of emergency could be extremely valuable. Fixing this problem will be a major challenge.

Action: Chairperson Brown, Member Knippel, and Member Givens volunteered to serve on the proposed workgroup to look into the data access issues incurred in conjunction with support of the Republican National Convention and offer suggestions to resolve these issues, with the understanding that Member Chinander will take the lead on developing a draft problem statement from which they can react.

**f) Mn D2E Functional Transformation Recommendations**

Member Gelbmann, speaking as Chairperson of the Governor's Council on Geographic Information, reported that the pending recommendations of the Mn D2E Functional Transformation workgroup are not expected to be ready for comment until the week of December 15. The Committee asked staff to forward these recommendations to the members when they become available for comment. No decision was made as to how the Committee intends to respond to the Board's request for a recommendation. Member Gelbmann noted that he, Chairperson Reinhardt, and David Brandt, Chairperson of the Technical Advisory Team, have participated actively in this initiative and have drawn from MetroGIS's experience in their advice on how to achieve coordination.

Action deferred until the recommendations are available.

*Chairperson Brown called for a ten minute break at 2:40 p.m. Members Busch and Charboneau left the meeting. A quorum remained in attendance.*

**g) 2009 Major Work Program Objectives - Finalize**

The Staff Coordinator commented that the Committee had reviewed a prior version of the proposed work objectives for 2009 at its September meeting and that the current draft includes several modifications requested by the Committee at the September meeting.

Member Read asked if Objective #3, Secure a Technical Coordinator, is still a viable option, given the inability to accomplish it in over 9 months. Member Gelbmann responded that he believes it is still worth putting effort into securing this resource, noting that the results of the November 20<sup>th</sup> *Geospatial Applications and Web Services Needs Forum* demonstrated value to the Council and the

need for additional technical resources to accomplish this value. Member Read reiterated a previous comment that consideration should be given to using project funding to hire a part-time resource to ensure that important progress continues to be made. Gelbmann concurred that this alternative should be given consideration if the full time position does not materialize.

Member Read also asked for more information about the two Request for Bids mentioned in the agenda report. The Staff Coordinator explained that two requests for bids were published in November in an attempt to capture \$20,000 in funding that would otherwise be lost if not encumbered by year end, briefly explained the objectives of the two projects, and noted that the deadline for submission is Friday, December 19. He also noted that if one or both of these projects moves forward, that a few members would be invited to serve on a team(s) to provide advice to the consultant team as it develops proposed strategies. The Staff Coordinator concluded by noting that he is concerned that qualifying bids will not be submitted as no comments had been posed by prospective bidders, as has typically occurred in the past.

Staff was then asked about the possibility of using these funds for another project(s) if qualifying bids are not received, (e.g., reinstate the web-services proposal from Dakota County granted concept approval; but later reduced in scope due to funding limitations.) The subsequent discussion led to the following motion and a request to share the two in progress Requests for Bids with the Committee members:

**Motion:** Read moved and Givens seconded that if qualifying bids are not received for one or both of the Request for Bids published in November 2008 and it is possible to accomplish the required procurement procedures in the short time before the end of the year, that the property query service component of Dakota County's Regional GIS Project abandoned by the Committee at the June meeting due to budget limitations should be reinstated, subject to:

- 1) The previously proposed project aligns with one or more shared application needs identified at the November 20 forum.
- 2) Dakota County has the capacity to do the project.

Motion carried ayes all.

**Motion:** Wakefield moved and Givens seconded that the Committee recommend that the Policy Board approve the major 2009 program objectives as listed in Attachment C of the agenda report dated November 26, 2008. Motion carried, ayes all.

**h) 2009 "Foster Collaboration" Budget - Finalize**

Member Bitner moved and Member Givens seconded that the Committee recommend that the Policy Board approve the 2009 MetroGIS Fostering Collaboration budget, as listed in Exhibit 1 of the agenda report dated December 1, 2008. Motion carried, ayes all.

After the motion, Member Read inquired about the process anticipated for deciding how to allocate the proposed \$35,000 in project funding. After limited discussion, it was decided that the workgroups to be created via action for Agenda Item 5d should be responsible for recommending strategies to use available funding and that the Technical Leadership Workgroup should have responsibility to consolidate these requests into a coordinated recommendation to the Committee.

**i) GIS Demonstration for January Policy Board meeting**

The Staff Coordinator explained that he had contacted representatives of the Twin Cities Economic Development Website, as directed by the Policy Board and Committee, and that they are willing to speak at the January 2009 Board meeting. The members concurred that this is the best option for a presentation at the January meeting.

**j) 2009 Meeting Schedule**

It was agreed that the Committee would meeting on the following dates in 2009: March 26, June 25, September 10 or 17, depending on the date of the NGAC meeting, and December 10.

**k) Fill Business Geographics and Non-Profit Committee Seats**

Postponed to the March 2009 meeting due to inadequate time to consider this matter at this meeting. Chairperson Brown asked staff to share the comments that had been submitted by the Member Craig with the Committee (preference to increase the number of the city representatives) for consideration at the next meeting.

**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. Member Givens hand out a news release (Attachment B) with the members describing Mn/DOT's External Construction Map. There was no time for Committee comment during the meeting.

Outgoing Chairperson Brown thanked the members for the opportunity to serve as Chair for the past two years. He confided that this experience provided him with an opportunity to grow as he attempted to move some agendas important to the community. He wished Members Wakefield and Henschel well in their new duties as Chair and Vice Chair, respectively, noting that he looked forward to continuing to participate in the important work of the Committee.

**8. ADJOURN**

The meeting adjourned at 3:30 p.m.

Prepared by,

Randall Johnson, AICP  
MetroGIS Staff Coordinator

**ATTACHMENT A**

**Handout  
Agenda Item 5d**

**Final Recommendations  
Regional Solutions to Shared Application Needs**

**and**

**Illustrations of Relations between and Among Application Needs**

*Next Page*

**DRAFT**



**TO:** Coordinating Committee

**FROM:** Mark Kotz (Chair) and Chris Cialek on behalf of the Technical Leadership Workgroup

**SUBJECT:** Addressing Shared Application Needs – Recommended Next Steps

**DATE:** December 9, 2008  
(For the Dec 10<sup>th</sup> Meeting)

The TLW relied on the results of the November 20, 2008 *Geospatial Applications and Web Services Forum* as a foundation for developing the following recommendations. The results of the Forum are recorded in the Turnaround Document found at [www.metrogis.org/teams/workgroups/shared\\_app/forum\\_11-20-08/Forum\\_Turnaround\\_Document.pdf](http://www.metrogis.org/teams/workgroups/shared_app/forum_11-20-08/Forum_Turnaround_Document.pdf)

## **RECOMMENDATIONS**

### **That the Committee:**

1. **Form new workgroups**, as resources allow, for the following purposes:
  - 1.1. Clarify the relationships within the “Jurisdictions at point (13)/Government service finder (1)” fragment and make further recommendations for its implementation, for example clarify the connections with other ideas, define useful public/private partnerships, make a prototype service.
  - 1.2. Clarify “Feature services for all data (33)” need. What is the problem to be solved? Also address issue of security for features services licensed data (e.g. parcels).
  - 1.3. Define a “Best image service (5)” and recommend a solution.
  - 1.4. Recommend a solution for the “USPS address verifier (8)” need, keeping in mind the MetroGIS mailing label service project.
  - 1.5. Propose a strategy to move forward with a federated data development environment. The Address Workgroup is currently working on a prototype. Wait for results and then form a workgroup specifically for the federated data development subject.
2. **Augment the responsibilities of existing workgroups** as follows:
  - 2.1. Geocoding workgroup
    - 2.1.1. Increase the geographic coverage of the geocoder by adding the full TLG dataset (beyond the seven county metro) to the geocoding service.
    - 2.1.2. Recommend a solution for place/feature geocoder and landmarks data.
  - 2.2. Technical Leadership Workgroup
    - 2.2.1. Consider work with application and web service needs completed. Focus efforts on broker/portal definition and implementation.
3. **Accept as the Coordinating Committee’s own responsibility:**
  - 3.1. Addressing the need for a policy on broader access to parcel data (18).
  - 3.2. Encouraging the State to take on the role of meeting the need for a statewide geocoder (22), including needed data.
  - 3.3. Asking the GCGI Hydrography Committee to recommend a solution for the “Storm/surface water tracer (35)” need.
  - 3.4. Identifying willing champions, volunteers and staffing resources for new workgroup.

## ATTACHMENT B

### Hand out Supplement for Agenda Item 7

#### News Release - Mn/DOT's External Construction Map

This construction map is an ArcIMS application that has been running within Mn/DOT for about a year. **We have just released this as an external application, as well as a map service.** This planning tool provides draft locations of potential Mn/DOT construction projects, which are grouped by construction year. Please note that the map does not show every construction project, and that projects may not be displayed for all districts. The map shows construction projects for the current year, some of which may be completed. It also contains potential construction projects for the next four years, which can be turned on as needed using the layers list. Construction projects and schedules are draft only and may change at any time. Potential projects in future years are especially susceptible to change, based on changing priorities and budgets. Projects are displayed according to their estimated level of traffic impact for the driving public: high, medium, or low impact, or closed. The information provided on this map is for planning purposes only and should not be used as a guide to current road conditions. The driving public is advised to check current road conditions by calling 511 or by checking <http://www.511mn.org>.

This construction project information is shown in relation to Mn/DOT's Interactive BaseMap. The BaseMap is a planning level set of data developed at a scale of 1:24000, and includes transportation features, boundary information, and stream and lake locations. The map also contains imagery. It is possible to view, markup, save and print maps through this on-line application. Pop-up blocking will need to be disabled in order for you to print any maps and use other features available on this Web site. Help pages are available to guide you through the various parts of the interface.

This site also includes links to extensive data descriptions (metadata). Please consult the metadata to ensure proper usage and remember that construction limits shown in this viewer are typically generalized and over-simplified. All of these resources are provided free of charge and accordingly, are not warranted for any specific use. We do, however, strive to produce accurate data and would appreciate any comments that you may have. We hope that you find the site useful!

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The construction map ArcIMS application can be found at:

<http://www.dot.state.mn.us/maps/construction/>

The map service can be found with Mn/DOT's other map services at:

<http://gisservices.dot.state.mn.us>

**Please direct all questions and comments to:**

**Joella Givens**

[joella.givens@dot.state.mn.us](mailto:joella.givens@dot.state.mn.us)

651-234-7365

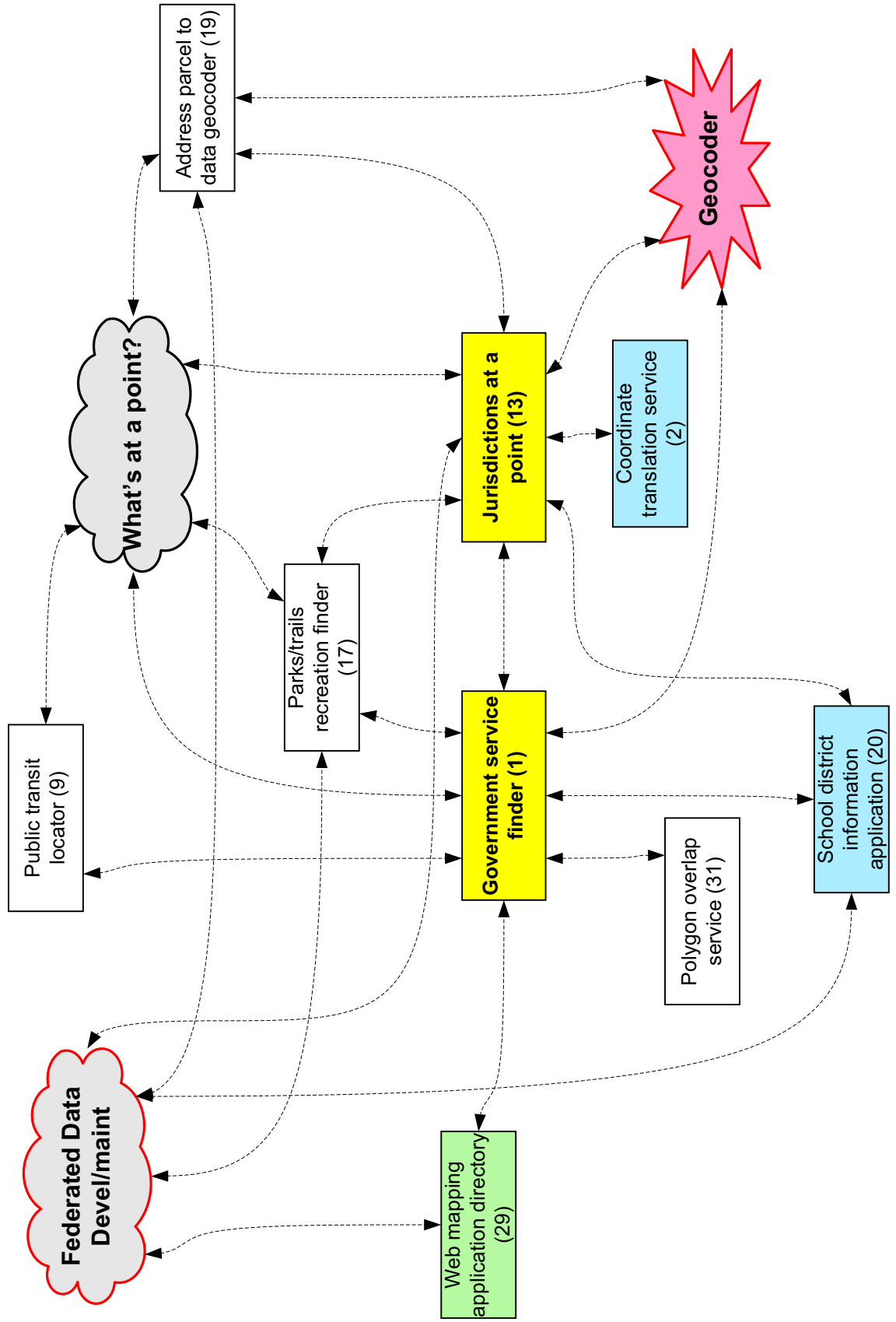
## Forum Ideas List with Votes (sorted by total dots) (CC meeting handout 12/10/08)

ID	Idea Name	Description	Total Dots	Blue	Ora	Red	Sectors Blue	Sectors Ora
18	Free parcel WFS	Free WFS parcel cadastral layer.	24	14	7	3	2	1
8	USPS address verifier	USPS verified address – input your address and it will reformat. Does it exist and what is its format?	21	13	8	0	5	3
22	Statewide geocoding service	Comprehensive statewide geocoding service.	21	11	8	2	7	2
5	Best image service	Best available image service so you don't have to choose between layers.	19	13	6	0	2	2
33	Feature services for all data	OGC-compliant feature services published for all data layers; KML too!	19	14	5	0	4	1
21	Critical infrastructure data services	WFS or portal service providing best sources of critical infrastructure data for emergency management. Pull down for use in secure environment.	19	13	3	3	6	4
13	Jurisdictions at a Point	For a location, what are the jurisdictions at that point? This is a specific example of proximity data search.	18	13	5	0	4	1
1	Government Service Finder	Find government services from a particular location – who do you contact, where do you go?	17	12	5	0	5	3
35	Storm/surface water tracer	Metro wide untreated water pathways – For a point, click on point and would branch through all sewer, ditch, culvert, pipe etc. data. Trace both upstream or downstream.	14	9	5	0	6	5
7	Published resources catalog	Published external geospatial services catalog so everyone knows about it. Just publish once and everyone is notified.	13	7	6	0	6	3
15	Polygon proximity mailing label	Seamless mailing label across jurisdictions.	13	9	4	0	5	2
4	Place/feature geocoder	Place of interest geocoder. Coordinates for non-address features. Park, lake, school, etc. Specific or more general query.	13	10	3	0	2	1
29	Web mapping application directory	Web mapping application dashboard – centralized launching to find many individual web applications, especially for cities, counties. Simple interactive map. Hyperlinked.	13	10	3	0	6	1
6	Online spatial edit tool	Online spatial edit tool (affordable)	11	6	4	1	5	1
11	Property query service	Property & utilities query service. Cross-jurisdictional, seamless. Affordable! Or free! Transaction cost vs. dataset acquisition cost.	11	8	3	0	3	1
36	Current land development service	Metro wide current development projects, including proposed.	11	8	3	0	6	4
2	Coordinate translation service	Coordinate translation service. Enter one value and it returns coordinate in other systems. Tabular data to PLS, for example.	11	10	1	0	3	0
42	Land use modeling application	Online modeling using pre-loaded multiple GIS layers.	10	7	2	1	6	2
14	Population counter service	Population counter service for a polygon.	10	9	1	0	6	3
37	Cartographic feature service	Best available cartographic feature service, based on scale. Includes annotation and placement.	10	9	1	0	3	3

30	<b>Elevation service</b>	Elevation service, return elevation for point or profile, and a contour or surface generator	9	6	3	0	6	4
28	<b>Existing and planned land use summarizer</b>	Land use summary service – extent of existing and planned land uses	9	7	2	0	6	1
27	<b>Data publishing service</b>	Data publishing service (e.g., publishing crash data that they have already) without hosting at their organization.	9	8	1	0	5	2
40	<b>Reverse geocoding service</b>	Geocoding service that calculates an address or landmark based off an xy coordinate	9	8	1	0	3	1
16	<b>Address point/structure validator</b>	Tool for validation of customer locations (the structure the company is serving). Structure location for a given address.	8	6	2	0	6	1
17	<b>Parks/trails recreation finder</b>	Parks/trails recreation finder.	8	7	1	0	4	1
20	<b>School district information application</b>	School district information application.	8	8	0	0	3	1
10	<b>Topographic mapping service</b>	Topographic mapping service – integrate best local information using standardized symbols, protocols, etc.	7	6	1	0	7	4
12	<b>Utility stormwater query service</b>	Stormwater query service.	7	6	1	0	4	0
26	<b>Structure occupancy and use type</b>	Building occupant type, daycare, hospitals, etc. – use of a structure and the area it encompasses.	7	6	1	0	4	1
31	<b>Polygon overlap service</b>	Polygon and lookup with proportional overlap. E.g., # of counties a city is in?	7	7	0	0	3	1
23	<b>Licensed daycare service</b>	Licensed daycare application service, statewide	6	5	1	0	6	0
24	<b>Historical parcel land use and housing service</b>	Current and historical land use and housing information for a given parcel. Something to track change, parcel history.	6	5	1	0	3	2
32	<b>Service user registry</b>	Service user registry.	6	5	1	0	6	3
19	<b>Address parcel to data geocoder</b>	Universal mailing address to parcel geocoder using parcel ID & returning coordinate of centroid of parcel. Then get all jurisdictions associated with it. Parcel is key and link into it is mailing address of parcel.	5	3	2	0	3	1
25	<b>Crash mapping service</b>	Crash mapping for intersection or road, e.g., search by time	5	3	2	0	7	4
3	<b>Watershed district boundary service (statewide)</b>	Watershed district and watershed management organization boundaries	5	4	1	0	3	1
9	<b>Public transit locator</b>	Incorporate existing transportation information services into other applications. Once you find something, how do you get there?	5	4	1	0	2	0
38	<b>Shared housing updating tool</b>	Shared housing updating tool, so don't have to redo updates every time you download the data.	4	2	2	0	6	3
39	<b>Crime statistics portal</b>	Repository & portal for sharing crime statistics and tracking	4	3	1	0	4	3
41	<b>Protected land application</b>	Unified view of protected land data.	4	4	0	0	5	1
34	<b>Speed limit finder</b>	Speed limits along stretches of road.	2	2	0	0	2	1



**Fragment for  
Government Service Finder & Jurisdictions at a Point**  
MetroGIS TLW 12/5/2008





**TO:** Coordinating Committee

**FROM:** MetroGIS Staff Support Team  
Contact: Randall Johnson (651-602-1638)

**SUBJECT:** January 2009 Policy Board Meeting Highlights

**DATE:** March 2, 2009  
(For the March 26<sup>th</sup> Meeting)

The following **major** topics were considered / acted on by the Policy Board on January 28. Refer to the meeting minutes at [http://www.metrogis.org/teams/pb/meetings/09\\_0128/09\\_0129m\\_draft.pdf](http://www.metrogis.org/teams/pb/meetings/09_0128/09_0129m_draft.pdf) for information about each item and other topics considered by the Board.

## **1. Regional Solutions to Shared Application Needs**

The Board was apprised that four new workgroups had been created and charged with recommending next steps to achieve four shared web service / application needs identified at the forum held in November. The members were also informed that these workgroups would be responsible for developing their recommendation without staff support. The value to the community of the volunteers' acceptance of this responsibility was acknowledged.

Member Schneider commented that lack of staff support for these work groups might have a positive outcome, assuming the participants will also be willing to serve as champions for the recommended courses of action. It was agreed that it is a risk worth taking to move forward on these important projects. There was also general concurrence of the value gained by the members of Technical Leadership Workgroup agreeing to fill the roll of a Technical Coordinator and that without them doing so, substantive progress could not be made to move forward on proposed projects.

The Board's actions were as follows:

### Recommendation A:

1. Modifications to the policy related to non-government access of parcel data should be defined through the "Cross Sector Partnering" initiative (Attachment B in the agenda report), which the Policy Board authorized at its October 2008 meeting.
2. Desired modifications to parcel data access policies must comply with the equity principles adopted by the Board at its January 2006 meeting (Attachment C in the agenda report).
3. **To direct the County Data Producers Workgroup to consider the implications of the recommendations of the Cross-Sector Partnering initiative** relative to the Parcel Data Sharing Agreement and report its findings to the Board."

### Recommendation B:

The Board declared these actions to be premature until more is known about how the actions called for in Recommendation A will play out. Member Schneider added that if non-government interests are willing to coordinate among themselves and share project costs, the objectives sought in Recommendation B should take care of themselves.

## **2. 2009 Major Work Objectives and Budget**

The proposals were adopted as recommended by the Coordinating Committee (Attachment A).

## **3. Twin Cities Economic Development Web Site**

The website project manager, Janna King, and the President of the Regional Chamber of Commerce, Todd Klingel, provided an overview of the capabilities of the website. The Policy Board offered MetroGIS's assistance with improvement of the data utilized to support the website.

# ATTACHMENT A

## FINAL 2009

### METROGIS MAJOR PROGRAM OBJECTIVES – SUMMARY VERSION (Only Very High And Specified High Rated Activities Area Are Listed)

(Adopted by the Policy Board January 28, 2009)

(\*\*Indicates an activity at least in part dependent upon securing additional technical leadership and coordination resources).

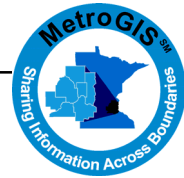
- 1) Sustain traditional “foster collaboration” support activities<sup>(a)</sup>
- 2) *\*\*Pursue implementation of solutions to specific shared needs for applications and web services.*
- 3) Continue to seek addition of a Technical Coordinator and technical administrative resources to the MetroGIS support team
- 4) Execute the Next-Generation Street Centerline Data Access Agreement
- 5) Streamline Data Access for Emergency Responders
- 6) *\*\*Establish and leverage working relationships with jurisdictions adjoining the Twin Cities metropolitan area to improve data interoperability with those jurisdictions*
- 7) Building upon the key elements defined for a Leadership Development Plan in 2008, agree on specific strategies to achieve each of the outcomes called for via in the approved key elements
- 8) *\*\*Pursue implementation of a more fully developed geographic data, applications and service broker*
- 9) *\*\*Explore methods for Enhancing Trust in reliability of shared services*
- 10) *\*\*Implement a Regional Address Points Dataset (previously referred to as Occupiable Units) and Web-Editing Application to assist smaller producers of address data participate in the regional solution*
- 11) Update Performance Measurement Plan (measures of public value) to align with the 2008-2011 Business Plan and pursue implementation
- 12) Complete development of a plan to ensure obstacles to data sharing do not materialize (see January 24th workshop proceedings), including evaluation of the “organizational competencies” concept to identifying strategic capabilities not identified during development of the 2008-2011 Business Plan.

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<sup>(a)</sup> Traditional activities that comprise the MetroGIS “foster collaboration” function include:

- Identifying and defining shared geospatial information needs. Includes seeking out partnerships with non-government entities that share information needs with government entities that serve the Twin Cities metropolitan area
- Implementing and maintaining relevance of collaborative regional solutions to address shared information needs
- Fostering widespread access and sharing of geospatial data, principally via the [www.datafinder.org](http://www.datafinder.org) web site
- Facilitating sharing of knowledge relevant to the advancement of GIS technology among stakeholders (*ongoing*)
- Monitoring activities related to performance measures, reporting findings and adjusting policies as needed (*ongoing*)
- Ensuring decision-making processes are meaningful, productive, and a good use of participants' time (*ongoing*)
- Engaging policy-makers to provide a political reality check and to maintain political legitimacy (*ongoing*)
- Advocating for MetroGIS’s efforts in development of statewide geospatial policies (*ongoing*)
- Seeking opportunities to learn from efforts with similar objectives – statewide, national, and internationally (*ongoing*)
- Fostering awareness of MetroGIS’s accomplishments and the public value created via its efforts (*ongoing*)
- Documenting benefits associated with MetroGIS’s efforts via stakeholder testimonials (*ongoing, 1-2 per year*)





**TO:** Coordinating Committee  
**FROM:** Technical Leadership Workgroup  
Chairperson: Mark Kotz (Metropolitan Council)  
Staff Contact: Randall Johnson (651-602-1638)  
**SUBJECT:** Regional Web Service/Application Solutions – Synthesis of Workgroup Progress  
**DATE:** March 16, 2009  
(For Mar 26<sup>th</sup> Meeting)

## **INTRODUCTION**

The primary purpose of this agenda item is to share progress made by the four new web service and application-related workgroups created by the Committee at its December meeting and to offer a preliminary indication of possible funding requests.

## **BACKGROUND**

These workgroups report to the Technical Leadership Workgroup (TLW), which is responsible for synthesizing workgroup recommendations into a cohesive strategy for the Coordinating Committee's consideration. Leadership of each of the new workgroups met with the Technical Leadership Workgroup the week of March 16. TLW leadership will share the information received from these groups with the Committee at the March 26<sup>th</sup> meeting. That report will also include who is participating on each workgroup.

Each of these workgroups has been asked to submit their final recommendations by May 2009. A template for the information requested from each workgroup is provided in Attachment A. At its June meeting, the Committee will be given a recommendation for how to best use the \$35,000 allocated for this purpose in the 2009 budget. The plan is to present a proposal to the Policy Board at its July meeting.

## **PAST COMMITTEE ACTION**

At its December meeting, the Committee authorized creation of five new workgroups. These workgroups were charged with developing recommendations to address several high priority shared application/web service needs that were identified at the November 20, 2008 "Geospatial Applications and Web Services Needs Forum". The Committee also accepted the recommendation to have these new workgroups report to the TLW:

- Jurisdictions at point / Government services finder
- Feature services for all data
- Best image service
- USPS address verifier
- Regional landmarks data structure (*not launched to date – no one has volunteered to serve as chair*)

## **TECHNICAL LEADERSHIP WORKGROUP.**

In addition to its responsibility to synthesize the recommendations of the four new workgroups listed above, the TLW has several other related responsibilities. A status report is provided in Attachment B.

And, in addition to the responsibilities of the TLW listed in Attachment B, MetroGIS's Address (Agenda Item 5b) and Geocoder Service (Agenda Item 6b) Workgroups are also active. Members of the TLW also serve as leaders of these other workgroups, which affects the TLW's ability to make progress on the breadth of projects assigned, in particular, given there is no dedicated staff support.

## **RECOMMENDATION**

That the Coordinating Committee consider the information provided by the Technical Leadership Workgroup and act accordingly:

# ATTACHMENT A



## Guidelines for Web Services and Applications Workgroup Reporting

MetroGIS Technical Leadership Workgroup  
2/19/2009

1. List Workgroup name, charge (from workshop), participants, meeting dates & attendance, and other sources/consultants used (if any) to develop conclusions reached. If notes from meetings are available, attach or state where they can be obtained.
2. Descriptive analysis of the problem/need. Include the following:
  - a. Any clarification of the workgroup's charge based on input from stakeholders.
  - b. Who are the main stakeholders (users, data owners, etc)?
  - c. How does this need relate to other defined MetroGIS needs and key datasets?
  - d. What are the key issues to resolving the need? Include all of the following that apply:
    - i. basic data availability
    - ii. technology/software needs
    - iii. custodian, personnel, or hardware/server needs
    - iv. policy issues
    - v. maintenance/long-term support issues
  - e. What are the options for meeting this need?
    - i. Include data, technology, custodian, policy and other issues as listed above
    - ii. Estimated costs (time, software, hardware, ...) and potential participants/contributors for developing and implementing these options
  - f. What further information or clarification might be needed to fully resolve a solution?
3. Workgroup's recommendation for a strategy to meet this need.
  - a. Who would be the key participants and what do you see as their roles?
  - b. Why is this the best strategy for MetroGIS?
4. Recommended next steps for moving forward to meet this need, including recommendations for funding if appropriate.

If requesting funding, include:

  - a. Clear description of the product or service needed (what does it do? what functions does it have?) and how it meets the application or web service need of the workgroup. If funding is approved, this would be the basis for creating a request for proposals.
  - b. Amount of funding requested and any time constraints that may exist for using the funding.
  - c. Any existing sources of this product or service (e.g. off the shelf product exists).
  - d. Other information relevant to the funding request

### Timing

Each workgroup is asked to submit its recommendations to the Technical Leadership Workgroup by the end of May 2009. The Technical Leadership Workgroup will review the reports and get feedback to the workgroups in an effort to put together a coherent set of proposals for the Coordinating Committee's June 25<sup>th</sup> meeting. At that time the Coordinating Committee will develop recommendations for how to best use \$35,000 allocated for workgroup defined projects. The plan is to present a proposal to the Policy Board at its July 29<sup>th</sup> meeting for how to best use the \$35,000 budgeted for this purpose. It is desirable, but not required, that by the time of the Coordinating Committee's March 26<sup>th</sup> meeting the workgroups will be able to preliminarily determine whether funding will be needed to address their recommendations, and if so, approximately how much.

## ATTACHMENT B

### Technical Leadership Workgroup Responsibility Status Report

Responsibility	Status	Started	Completed: (Date)	Comment
- Serve in the capacity as a surrogate Technical Coordinator	(Ongoing)	3/08	N/A	To ensure relevance is maintained with changing stakeholder needs, this surrogate function will need to be provided until such time that a Technical Coordinator can be secured..
- Promote and Champion the Shared Web Services	(Ongoing)	6/08	N/A	This policy was reaffirmed by the Coordinating Committee on 12/10/08 with its acceptance of the Regional Geocoder Project final report and recommendations.
- Define Shared Application Needs	Completed	3/27/08	12/10/08	The Coordinating Committee endorsed several shared application need priorities and authorized workgroups to develop actionable recommendations December 2008.
<b>- Oversight of New App. Workgroups</b>				
<i>Best image service</i>	In progress	1/09		Workgroup to recommend course of action by May 2009
<i>Feature services for all data</i>	In progress	1/09		Workgroup to recommend course of action by May 2009
<i>Jurisdictions at point / Government service finder</i>	In progress	1/09		Workgroup to recommend course of action by May 2009
<i>USPS address verifier</i>	In progress	1/09		Workgroup to recommend course of action by May 2009
<i>Regional landmarks data structure</i>	(On hold)			<b>A chairperson is needed</b> to launch the group
- Broker/Portal Definition and Implementation	(On hold)	8/08		<b>Insufficient support resources</b> to proceed. These items are all within the scope of the TLW's Geospatial Architecture Subgroup, which last met in September 2008.
- Web Services Trust Issues				
- Project Commons				
- Populate Metadata for GeoServices Finder	(On hold)			<b>Insufficient support resources</b> to proceed
- Open Source Licensing	(On hold)			<b>Insufficient support resources</b> to proceed. Need was raised by Geocoder Workgroup at 12/10/08 Coordinating Committee meeting. <i>(Not included in overall organizational objectives. Need to reconcile priority status before start)</i>
- Federated Data Development Environment	(On hold)			<b>Premature.</b> The Coordinating Committee concurred on 12/10/08 that work on this effort is premature until the pending development of a Regional Address Points Dataset is complete and available to be leveraged as a prototype.





**TO:** Coordinating Committee  
**FROM:** Address Workgroup  
Chairperson: Mark Kotz (MetroGIS Staff Support Team - Metropolitan Council)  
Staff Contact: Randall Johnson (651-602-1638)  
**SUBJECT:** Regional Address Point Dataset – Access/Distribution Policy  
**DATE:** March 16, 2009  
(For Mar 26<sup>th</sup> Meeting)

## INTRODUCTION

The Address Workgroup requests the Committee’s feedback and endorsement of a recommended data access policy strategy for the pending regional address point dataset.

Following the Committee’s consideration, workgroup leadership intend to meet with the two city representatives on the Policy Board to seek their support before sharing the proposal with the Policy Board at the April 22nd Board meeting. The goal is to work through any outstanding issues by the time of the Policy Board’s meeting in July.

## POLICY BOARD ACTION

Pursuing implementation of a Regional Address Points Dataset is a priority program objectives set by the Policy Board for MetroGIS in 2009. The vision for this regional dataset was adopted by the Policy Board in April 2005. It is ambitious in that it calls for more than 100 local address authorities to collectively and systematically carry out the role of primary producer – creating and updating the source address point data. The complete vision statement can be viewed at [http://www.metrogis.org/data/info\\_needs/street\\_addresses/05\\_0427\\_pbreport.pdf](http://www.metrogis.org/data/info_needs/street_addresses/05_0427_pbreport.pdf).

## STATUS OF PREREQUISITE PROJECTS

Last December, via a project managed by Carver County, a Data Synchronization Mechanism was successfully developed. A contract is also pending to retain the firm of Applied Geographics to create a prototype web-based address points editing tool. This project is expected to be complete or well enough along by this coming August to begin work on the actual dataset. With these two prerequisite projects nearly completed, MetroGIS must develop a data access policy so that the development of the actual dataset may begin.

## PROPOSED ADDRESS POINTS DATA ACCESS POLICY

The Address Workgroup proposes a data access policy that allows address authorities to participate under their choice of two scenarios.

1. License distribute (like parcel data). MetroGIS creates a license agreement patterned after the parcel data agreement that allows MetroGIS to distribute the data only to licensed government and academic users. MetroGIS would **not** attempt to get all address authorities to agree to the language of the license agreement and would **not** expect all address authorities to participate. Data contributed under this license would be available via a password protected FTP site and possibly a secure web service.
2. Open distribution. Address authorities contribute data that is freely available to anyone who agrees online to a liability disclaimer (exact method to be determined).

Additionally, MetroGIS may consider a method of charging for the protected data and providing a portion of all sales to all participant organizations in a manner proportional to the amount of data they contribute. The idea to sell data is not a consensus view of the Address Workgroup, but many view it as a good idea. The workgroup wishes to stress that it is very important to approach the potential selling of data separately from the proposal of the two scenarios above, or that effort will be significantly delayed.

## RECOMMENDATION

That the Coordinating Committee offer any suggested additions or modifications to the Address Workgroup’s proposed data access policy for the pending Regional Address Points Dataset.

## REFERENCE SECTION

### CURRENT ADDRESS WORKGROUP MEMBERS

- David Brandt, Washington County
- Bob Basques, City of St. Paul
- Jim Bunning, Scott County
- Gordon Chinander, Metropolitan Emergency Services Board
- Will Craig, CURA
- Jeff Gottstein, Woodbury Police Dept.
- Pete Henschel, Carver County
- Deb Jones, City of Falcon Heights
- Joel Koepp, City of Roseville
- Bob Moulder, Hennepin County
- Johnathan Obermoller, City of Minneapolis
- Curt Peterson, Ramsey County
- Nancy Read, Metro Mosquito Control District (MetroGIS Coordinating Committee Liaison)
- Lyn Rohe, Scott County
- Brad Roman, Hennepin County
- Todd Sieben, Washington County
- John Slusarczyk, Anoka County
- Kent Tupper, Dakota County
- Ben Verbick, LOGIS (*consortium of 30 metro area cities and 6 related local government interests*)



**TO:** Coordinating Committee  
**FROM:** MetroGIS Staff Coordinator  
Contact: Randall Johnson (651-602-1638)  
**SUBJECT:** Mn Drive to Excellence: State Agency GIS Coordination Recommendations  
**DATE:** March 4, 2009  
(For Mar 26<sup>th</sup> Meeting)

## **INTRODUCTION**

The final program and implementation report for the state's Drive to Excellence initiative to improve GIS coordination was published in February 2009. The principal purpose of this initiative was to recommend a mechanism through which to ensure that state agencies coordinate on matters related to use of GIS technology. The complete final report can be viewed at [http://www.gis.state.mn.us/committee/MSDI/dte/ProgramDesign\\_FinalFeb09\\_V21.pdf](http://www.gis.state.mn.us/committee/MSDI/dte/ProgramDesign_FinalFeb09_V21.pdf)

David Arbeit and Fred Logman are the project managers. One or both will be in attendance to share these recommendations and proposed next steps with the Coordinating Committee. In particular, they have been asked to comment on how the recommended courses of action might catalyze or otherwise impact MetroGIS's ability to achieve its objectives especially improving coordination with jurisdictions that adjoin the seven-county, Twin Cities metropolitan area.

## **SUMMARY OF OCTOBER POLICY BOARD PRESENTATION**

At its October meeting, the Policy Board received a progress update about this Drive to Excellent project from Fred Logman, a member of the project support team. Logman also shared results of a workshop held in June 2007 at which input was obtained from non-state agency stakeholders that will be incorporated into the proposal (see [http://www.gis.state.mn.us/committee/MSDI/dte/D2E\\_stakeholder\\_nonstate\\_turnaround.pdf](http://www.gis.state.mn.us/committee/MSDI/dte/D2E_stakeholder_nonstate_turnaround.pdf) for the complete report). Chairperson Reinhardt, Co-chair of the Strategic Planning Committee of the Governor's Council on Geographic Information, which is participating in this Drive to Excellence, informed the Board members that she personally had ensured that lessons learned through MetroGIS's experience were being taken into consideration.

## **CONTEXT - DRIVE TO EXCELLENCE: STATE AGENCY GIS COORDINATION INITIATIVE**

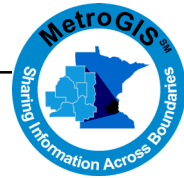
In 2005, Governor Tim Pawlenty launched the State of Minnesota's *Drive to Excellence (DTE)*, beginning a process of refocusing state government as an enterprise serving all citizens, rather than an amalgamation of independent entities serving individual constituencies.

No agency is currently responsible for coordinating GIS within state government, although LMIC and other organizations somewhat fill this void. The purpose of this project is to develop, recommend and implement an organizational and governance framework to coordinate and support GIS as an "enterprise" activity of state government. The principal project focus is state government, with the understanding that local and regional governments and other stakeholders are partners and customers.

## **RECOMMENDATION**

That Committee members take this opportunity to learn more about this important initiative and how it can catalyze improved coordination among state, as well as, non-state agency stakeholder interests.





**TO:** Coordinating Committee  
**FROM:** MetroGIS Staff Coordinator  
Contact: Randall Johnson (651-602-1638)  
**SUBJECT:** GIS Technology Demonstration – April 2009 Policy Board Meeting  
**DATE:** March 5, 2009  
(For Mar 26<sup>th</sup> Meeting)

## INTRODUCTION

The Coordinating Committee is requested to agree on a GIS Technology Demonstration topic for the Policy Board's April 29 meeting and a person(s) to present that topic.

(See the Reference Section for candidate presentation previously identified and a listing of presentations that have been made to the Board.)

## CANDIDATE INTEREST CONFIRMED

The Policy Board previously requested a briefing about the **Safe Road Map Project** (See Reference Section - Item 1 in listing of candidates) to explore how entities are leveraging the presence of Google Maps and mash-up technology to improve communication with citizens and cost-effectiveness of business functions. With the assistance of Will Craig, staff confirmed that Lee Munnich, Director of the University of Minnesota Humphrey Center's State and Local Policy Program and manager for Safe Road Map Project, is both interested and available to be the presenter for April GIS Technology Demonstration.

A significant portion of the Humphrey Center's State and Local Policy Program's funding is to explore solutions to state transportation and economic development issues. Mr. Munnich is a former member of the Minneapolis City Council and assistant director of the old Dept of Economic Development. He also co-lead the startup of the state's Economic Research Group.

## OTHER POTENTIAL PRESENTATION CANDIDATES

In addition to the other candidate demonstration topics listed in the Reference Section, Policy Board members have also expressed interest in learning about how the Regional Geocoder Service operates. Impromptu examples provided at the January 2009 meeting did not appear to fully satisfy their curiosity.

For a future demonstration, do members have any suggestions to help Board members better understand the utility of this important service/application implemented through MetroGIS's efforts as well as help them better grasp the concept of web services generally?

Cyclopath ([http://cyclopath.org/wiki/Main\\_Page](http://cyclopath.org/wiki/Main_Page)) has also been suggested as an potential demonstration topic. Should it be added to the list of candidates?

## RECOMMENDATION

That the Coordinating Committee:

1. Select the Safe Road Map Project as the GIS Technology Demonstration topic for the April 29<sup>th</sup> Policy Board meeting.
2. Decide if the Regional Geocoder Service and or Cyclopath should added to the list of candidate demonstration topics (Reference Section).
3. Decide if any of the topics included in the list of candidate presentations should be removed?

## REFERENCE SECTION

### **PREVIOUSLY IDENTIFIED CANDIDATE DEMONSTRATION TOPICS**

1. Safe Road Map Project (<http://www.saferoadmaps.org/home/index.htm>): In July 2008, Policy Board member Elkins suggested adding this project to the list of candidates. He believes it demonstrates the concept of "mashup" in a way that would be helpful to assist Board members understand how relatively independent application components/web services can be mixed and matched to create a complete online application.
2. Data Practices Law- Relationship to MetroGIS Objectives: At its July 2008 meeting, the Policy Board asked that invitation be extended an individual with knowledge about these laws similar to Don Gimberling for a presentation to the Board. Of particular interest was the impact that these laws may have on the solutions to streamline access to licensed data via "view-only" Web-based applications (e.g., queries that involve the regional parcel dataset). At its October meeting, the Board asked the Committee to propose a recommended course of action to streamline data access for emergency managers. Laurie Beyer-Kropuenske, a representative of the Mn Office of Information Policy, was the contact for both of the Board's requests. She has agreed to participate on the workgroup charged with recommending options to streamline data access for emergency managers. She is also willing to assist the Board better understand the data practices laws. She would prefer as much information as possible on aspects of the law that would be important to the Board.
3. Collaborative Application Development Among Counties: Invite Jim Bunning to present the presentation that he gave at the January 24th "Beyond Data" workshop on the Scott/Carver/Dakota cooperation to develop and maintain applications for which they share a need.
4. Council and Counties Coordinated Data Management via Internet - Water quality systems approach to sharing data Council and 2 counties (see Attachment A)
5. Metropolitan Council's Natural Resources Digital Atlas: The messages would be: 1) this product could not have been created without the standardization of data access policies and data content standards that MetroGIS's efforts have accomplished in the Metro Area and 2) GIS technology is becoming a valuable for day-to-day decision support tool by non-traditional users.
6. University's Historical Census Mapping: NFS grant-funded project involving analysis of historic census data (Bob McMaster) related to the National Historical Geographic Information System (NHGIS). NHGIS solves the problem of accessing and mapping historical U.S. Census data, much of it not online. One of its most incredible features is the capability to adjust data on-the-fly to account for boundary changes when doing trend analysis.

### **PAST POLICY BOARD DEMONSTRATION TOPICS:**

- Jan. 2009: Twin Cities Economic Development Website
- Oct. 2008 Regional Data Sets and Analysis of School District Housing Stock
- Jul. 2008: Twin Cities Regional Parcel Data and Community Revitalization: Highlights of National Report By Lincoln Institute of Land Policy
- Apr. 2008: Mapping Minnesota Emergency Response Structures: An Initiative to Support the National Map and National Spatial Data Infrastructure
- Jan. 2008: GIS's Role In Response to I-35W Bridge Collapse
- Oct. 2007: Metropolitan Mosquito Control District's Web Application
- Jul. 2007: Metropolitan Council's new "Maps" Web site
- Apr. 2007 Efficiencies Realized Through Coordinated Application Development: Lessons Learned From The OpenMNND Project
- Jan. 2007: Effective Decisions Through Effective Data Distribution
- Oct. 2006: M3D Internet Application
- Jul. 2006: State Geospatial Architecture
- Apr. 2006: Evacuation Planning for Homeland Defense – U of M Research Project
- Jan. 2006: *No presentation*
- Oct. 2005: Natural Resources Atlas Made Possible Via Data Sharing
- Jul. 2005: Ramsey County GIS User Group's Internet Mapping Service (IMS) site
- Apr. 2005: How Watershed Districts are Benefiting from MetroGIS's efforts
- Jan. 2005: Regional Mailing Application

- Oct. 2004: Improving Operational Effectiveness with GIS - Dakota County's Experience
- Jul. 2004: City of Roseville's Combined Use of Socioeconomic Data and GIS Technology to Improve Decision Making and Service Delivery
- Apr. 2004: Metro 911 Board initiative to integrate GIS into day-to-day operations of 27 Metro Area PSAPs
- Jan 2004: Scott County's Use of GIS technology to improve intra-department efficiencies
- Oct. 2003: GASB34 – GIS Technology's Relevance
- Jul. 2003: Minneapolis Neighborhood Information System use of GIS and data sharing activities
- Apr. 2003: Metropolitan Mosquito Control District use of GIS and benefits from MetroGIS
- Jan. 2003: Emergency Management Response applications developed by Carver and Washington Counties.
- Oct. 2002: Metropolitan Airports Commission use of GIS and benefits from MetroGIS
- Jul. 2002: MetroGIS DataFinder Café Rollout
- Mar. 2002: Presentations from each metro county regarding their respective GIS programs
- Jan. 2002: GIS's Role In Responding To The World Trade Center Tragedy – Mapping Ground Zero (*Paul Olson, Grand Rapids Office of the Minnesota DNR - Division of Forestry*)
- Oct. 2001: TIES – Benefits to School Districts as a result of MetroGIS
- Jul. 2001: DataFinder And Functionality Sought Via Proposed Internet-Enabled Data Distribution Mechanism (*since named DataFinder Café*)
- Apr. 2001: LMIC's Metro viewer software: A Mapping Tool for the Public
- Jan. 2001: Regional Census Geography and Legislative Redistricting Software/Process
- Oct. 2000: North Metro I-35W Corridor Coalition's Socio-Demographic Database Development
- Jul. 2000: DataFinder and Council's Internet-based Existing Land Use Application
- Apr. 2000: Regional Parcel Dataset (Version 1)
- Jul. 1999: Presentation to House of Representatives Subcommittee on June 9th
- Apr. 1999: North Metro I-35W Corridor Coalition GIS Capabilities
- Nov. 1998: Orthoimagery and its Uses
- Sep. 1998: DataFinder and Dakota County's Parcel Query Application
- Jan. 1997: Benefits from GIS in general and uses being made by all classes of stakeholders represented on the Policy Board.

**ATTACHMENT A**  
**(Excerpt May 8<sup>th</sup> Issue of Council Directions)**

**Council, counties partner in water quality data-sharing project**  
**Public also will have easy access to info online**

The Metropolitan Council is partnering with two metro counties on a pilot project to share water-quality data and make the information easily available to the public online.



Scott Schneider, a resource conservationist with the Scott County Soil and Water Conservation District, collects a stream sample.

Beginning in May, Scott and Dakota counties will be able to enter and manage their own data using the Council's water-quality database. And the Council will have access to wider and more detailed water-quality data collected by the two counties.

"The public also will benefit by having access to all this data through the Council's [online environmental monitoring warehouse](#)," said Steve Kloiber, senior environmental analyst with Metropolitan Council Environmental Services (MCES), who is coordinating the project.

"The partnership will save a lot of money, too," Kloiber said. "The counties could easily spend tens of thousands of dollars to develop and maintain their own databases. And the Council could spend that much or more if it were to expand its monitoring programs to collect the data the counties already have."

**Water quality data is critical to protecting area waterways**

MCES has long maintained a database of river, stream and lake monitoring data in the seven-country metro area. In fact, some river data goes back to the 1920s and 1930s, during the era which spawned the first wastewater treatment facility on the Mississippi in 1938.

In recent years, MCES created a suite of web-based data management tools for entering and reviewing water-quality data. But until now, these tools were only available to Council staff on internal computer systems.

With the new pilot project, the database system will now be available through a password-protected Internet site for Scott and Dakota County staffs. Data from both counties now can be uploaded into the Council's database, which in turn makes the information available to the public through the web.



A typical water quality monitoring station operated by the Scott County Soil and Water Conservation District is equipped with a datalogger, automated sampler, rain gauge, phone modem, solar panel, and stage sensor.

### **How is the information used?**

Water monitoring data is used by Council staff and policymakers to identify water-related problems, establish goals and measure annual progress toward an overarching goal of protecting and improving regional water resources.

"If the pilot program is successful, we hope to develop a long-term service agreement with the counties to provide the technical support the system needs," Kloiber said. "We hope this project can serve as a model for using the Internet to improve our work. We've already had a number of inquiries from other local governments who are interested in using the new system."





**TO:** Coordinating Committee

**FROM:** MetroGIS Staff Support Team  
Contact: Randall Johnson (651-602-1638)

**SUBJECT:** Filling Vacant Seats on Committee – Business Geographics and Non-Profit

**DATE:** March 2, 2009 (*Postponed from December 2008 Meeting*)  
(*For the Mar 26<sup>th</sup> mtg.*)

## REQUEST

Direction is requested from the Committee about how it wishes to proceed with filling two vacant seats on the Committee - Non-Profit and Business Geographics. See the Reference Section for current non-government members of the Committee.

For the Committee’s consideration, a listing of candidates for the two open seats is provided in Table 1 of Attachment A. Note that candidate interests, previously identified by the Committee, are included in this listing. In some cases specific individuals have yet to be identified to represent these interests.

## OPEN SEATS

1. Non-Profit: This seat has been open since Jessica Horning, with the Greater Minneapolis Day Care Association resigned from the Committee August 2006. At its December 2006 and September 2007 meetings (see Reference Section and Attachment B and C), the Committee decided to retain two non-profit seats and seek to fill the current opening with a person with a social services, public health, or public safety background and who is affiliated, if possible, with a local community-based organization but postpone appointment until more was known about the type of partnerships appropriate for MetroGIS to pursue.
2. Private Sector - Business Geographics: This seat has been open since September 2008 when Patrick Hamilton resigned. Mr. Hamilton had represented the real estate development firm of CB Richard Ellis.

## CONTEXT - IMPORTANCE

Filling these vacant seats with qualified and passionate representatives will be important to successfully acting scope expansions defined in the 2008-2011 MetroGIS Business Plan, in particular, the directive to “**seek opportunities to partner with more non-government interests.**” These new representatives will be looked to, together with the other non-government representatives currently on the Committee, to play active roles in the dialogues to define shared application needs important to multiple sectors and foster cross-sector partnerships to address those needs.

## RELATED INITIATIVE - SOLUTIONS TO CROSS SECTOR APPLICATION NEEDS

On October 22, the Policy Board approved a high-level strategy to investigate the potential of partnering with non-government interests to address shared application needs, as recommended by the Committee at its September meeting (see Attachment D). This strategy anticipates the creation of a “Non-Government Coordinating” Committee to define shared geospatial needs of non-government interests that serve the Twin Cities area that will, in turn, be used to identify needs that have potential for cross-sector solutions. The expectation is that this new committee will work in concert with the current MetroGIS Coordinating committee to define and implement the anticipated cross-sector solutions. A preliminary listing of suggested members is provided in Table 2 of Attachment A, although the membership will be left up the private sector to decide.

A mechanism to ensure coordination between the two committees has not been defined, other than to note there is an expectation that one or more of the current non-government representatives to the MetroGIS Coordinating Committee will elect to participate on both and that the staff for each group will be in regular communication.

## RECOMMENDATION

That the Committee:

- 1) Decide if it wishes to pursue appointment of individuals to fill its two open seats.
- 2) If so, agree on candidates to encourage to apply for appointment or create a workgroup to do so.

## REFERENCE SECTION

### OPERATING GUIDELINES

MetroGIS's adopted Operating Guidelines establish the interests to be represented on Coordinating Committee. See Article 3, Section 2 at [http://www.metrogis.org/about/history/ops\\_guidelines.pdf](http://www.metrogis.org/about/history/ops_guidelines.pdf). Requirements of note are as follows:

- Persons representing academic, for-profit, and non-profit interests may **comprise up to thirty (30)** percent of the Committee's membership.
- Members of the Coordinating Committee shall include a variety of government, academic, **utility, non-profit, and private-sector perspectives**. Producers and users of geographic information and a diversity of operational areas important to the long-term success of MetroGIS shall be represented.
- The Policy Board shall approve the interest categories to be represented by the members of the Coordinating Committee. The approved interest categories shall include, but not necessarily be limited to, essential participant stakeholders, government that serves the metro area, academic institutions, **nonprofit organizations that serve as adjunct resources for local government, non-government providers of essential public services, private sector GIS consultants and 'business geographics' interests, and other interests important to the long term success of MetroGIS.**

### SCOPE EXPANSIONS DEFINED – 2008-2011 BUSINESS PLAN

With adoption of the 2008-2011 Business Plan on October 27, 2007, MetroGIS leaders concurred that MetroGIS must address three new areas to ensure continued relevance to changing stakeholder needs:

- Expand solutions to shared geographic information needs beyond data-centric solutions to include applications and, if necessary, related infrastructure.
- When appropriate and on a project-by-project basis, seek ways to improve interoperability of geospatial resources with the jurisdictions that adjoin the Twin Cities metropolitan area.
- **Seek opportunities to partner with more non-government interests** to collaboratively address information needs they share with government interests.

These areas represent an expansion of the previous scope of MetroGIS. In the past, the organization's efforts had been limited to the data component of information needs, its extent had been limited to governmental organizations, and there had been no attempt to work directly with adjoining jurisdictions to improve data interoperability.

### PAST COMMITTEE CONSIDERATION

1. December 2006: The Committee decided to retain two non-profit seats and seek to fill the current opening with a person with a social services, public health, or public safety background and who is affiliated, if possible, with a local community-based organization (see Attachment A).
2. September 2007: Staff spoke with the current non-profit (Sally Wakefield) and academic (Will Craig) representatives to the Committee concerning this matter. Their consensus was that no decision should be made to fill the vacant seat until the new Business Planning is adopted and strategies have been agreed upon to expand the stakeholder base, which could involve city, non-profit, or private sector interests.

Craig also commented that he would like to know more about the idea of pursuing epidemiologist offered by Member Harrison at the Committee's at December 2006 meeting (See Attachment B for an excerpt from the meeting summary.) The idea was offered but there was no discussion other than a comment that the medical industry is a non-traditional user that would likely bring valuable insight and potential public/private partnering opportunities to the Committee's considerations. He also mentioned that the United Way might be a good choice if they were more acquainted with GIS technology.

3. December 2007: During the work programming following adoption of the 2008-2011 Business Plan, it was agreed that work to update the Outreach Plan should not be scheduled to begin until MetroGIS has defined specific shared application needs and a strategy to address them (See Agenda Item 5d for the status of this project).

4. Current non-profit and for-profit members of the MetroGIS Coordinating Committee:

Will Craig/Jeff Matson	University of Minnesota	Academic
Sally Wakefield	1000 Friends of Minnesota	Non-Profit
<i>vacant</i>	<i>(Open since August 2006)</i>	Non-Profit
Brad Henry	URS Corp. – formerly City of Mpls	Special Expertise
<i>vacant</i>	<i>(Open since September 2008)</i>	Private Sector (Business Geographics)
Larry Charboneau	NCompass Technologies/TLG	Private Sector (GIS Consultant)
Allan Radke	Xcel Energy	Private Sector (Utility Company)

# ATTACHMENT A

## Non-Profit And For-Profit Interests Candidates

**TABLE 1: For Appointment to MetroGIS Coordinating Committee**

Name	Candidate Interests	Sector
CB Richard Ellis?/Banking? Real estate development / investment	Applications – Cross-sector partnerships	Private Sector (Business Geographics)
Curt Carlson Regional MLS	Applications – Cross-sector partnerships	Private Sector (Business Geographics)
<b>TBD</b>	**social services - if possible, with a local community-based organization	Non-Profit / Special Expertise
?Eric Williams - National Marlow Donor Program	**public health - if possible, with a local community-based organization	Non-Profit / Special Expertise
<b>TBD</b>	** epidemiology - if possible, with a local community-based organization	Non-Profit / Special Expertise
<b>TBD</b>	**public safety - if possible, with a local community-based organization	Non-Profit / Special Expertise

\*\* Preference defined by the Coordinating Committee at its December 2006 meeting (See Attachment B)

**TABLE 2: For Appointment to Proposed “Non-Government Coordinating Committee”**  
(in addition to current members of MetroGIS Coordinating Committee)

Name	Candidate Interests	Sector
Karen Dewey? Urban Land Institute?	Cross-sector partnerships	Non-Profit - Community Development
Todd Klingel? Reg. Chamber of Commerce	Cross-sector partnerships	Non-Profit / Private Sector
Jim Ford Mpls. Housing Authority	Cross-sector partnerships	Non-Profit – Housing
Sashi Shekar, U of M	Application Development	Academic - Computer Science
John Carpenter Excensus	Applications – Cross-sector partnerships	Private Sector / Special Expertise re: land management information systems
? Great River Energy	Applications – Cross-sector partnerships	Private Sector (Utility)?
James O’Loughin Allied Information Systems	Cross-sector partnerships	Private Sector – Data Producer
? TeleAtlas	Cross-sector partnerships	Private Sector – Data Producer
? NavTec	Cross-sector partnerships	Private Sector – Data Producer
Pat Cummins ESRI	Cross-sector partnerships	Private Sector –Software Capabilities
TIER 3?	Cross-sector partnerships	Private Sector – Committee Facilitator
Imagery Firm(s)?	Cross-sector partnerships	Private Sector – Data Producer
?		
?		

## ATTACHMENT B

### Excerpt Summary December 2006 Committee Meeting

#### **Non-Profit Representative Seat on Coordinating Committee**

Chairperson Read summarized the situation outlined in the agenda report. Two options were offered for discussion: 1) eliminate the second non-profit seat on the Committee that was added earlier in the year, or 2) initiate the process to appoint a new non-profit representative.

Harper remarked that it would be best to appoint another non-profit representative, since the second seat was added to accommodate a different viewpoint from a diverse community. She suggested that a replacement be sought who has possesses a “non-traditional GIS user” **She recommended appointing someone with a social services, public health, or public safety background noting they would bring valuable perspective to the Committee’s deliberations.** Wakefield added that the viewpoint possessed by someone in the mentioned fields would be different than the viewpoint she provides as the current non-profit representative. **Harrison also suggested seeking out someone from the epidemiology community.**

The group then discussed whether this new representative should be affiliated with a “community-based” interest similar to the new Hennepin County policy concerning eligibility for no-fee access to parcel data. After some discussion, the group concluded that it should be not rule out other perspectives to give itself flexibility but that preference should be given to interests that are “community-based”, in other words have an active role in the Twin Cities community. Knippel added that he supports the idea of **seeking out a new member from “non-traditional users” of GIS technology** because these interests represent potential market and partnering opportunities.

Loesch suggested reviewing the attendance listings for the both the June 2006 Imagining Possibilities and November 2005 Beyond Government Users forums for prospective candidates. It was agreed that work on recruiting a new member should not be begin until following the February 8, 2006 Strategic Directions Workshop in the event something related arises at the Workshop.

**Motion:** Harper moved and Brown seconded that the Coordinating Committee retain the two non-profit seats on the committee and seek to fill the current opening with a **person with a social services, public health, or public safety background and who is affiliated, if possible, with a local community-based organization.**

Motion carried, ayes all.

## ATTACHMENT C

### Excerpt Summary December 2007 Committee Meeting

#### 5f) Proposed Modifications to Outreach Plan

Jonathan Blake, of Richardson, Richter, and Associates and a member of the MetroGIS Staff Support Team, introduced himself and summarized suggested modifications to the previously approved high-level MetroGIS Outreach Plan, as illustrated in the agenda report. He stated there two areas of focus are suggested: currently active participants and prospective participants. The first would involve outreach to persons and interests within member organizations not currently involved, while the second focus would be on non-participating government interests within the Twin Cities, adjacent jurisdictions, and non-governmental entities. Loesch suggested and the group concurred that contact with metropolitan counties located in Wisconsin should be included as well.

Craig commented that the draft document presented on the agenda report represents a good start but needs more specifics on the “hows” and the target audiences. Staff concurred, noting that the current version was intended to provide the general framework from which a more detailed plan would be developed. He also noted that the Policy Board had provided direction at its July 2007 meeting that it does not want to use MetroGIS funds to hire professional marketing assistance but rather leverage marketing expertise on staff with stakeholder organizations, for which direction was requested.

Read suggested that Coordinating Committee members should identify willing internal marketing/outreach/communication assets and forward them to the Staff Coordinator for evaluation of next steps at the next (March 2008) Coordinating Committee meeting. This comment resulted in discussion of priorities and available staff resources with the decision being that staff should not spend time on this matter until following the March Coordinating Committee Meeting.



## **Strategy**

*(Endorsed by Policy Board – October 22, 2008)*

### **Investigating Possibilities Partnering with Private Sector to Address Shared Information Needs**

#### **OBJECTIVE**

Establish a working relationship between the MetroGIS leadership, the MetroGIS Coordinating Committee and the private sector to identify and capitalize on mutually advantageous activities relating to sharing and utilizing geo-spatial information.

#### **CONTEXT**

Since its beginnings, MetroGIS has sought participation from non-government interests to define shared geospatial needs. However, it was not until 2005, that MetroGIS began to consider seeking out interest on the part of non-government interests to partner on solutions to shared needs. The investigation that began in 2005 resulted in an October 2007 directive of the MetroGIS Board to proactively seek out such partnering opportunities with non-government interests. The 2007 directive occurred with the adoption of the 2008-2011 MetroGIS Business Plan.

This proposal acts on the October 2007 scope expansion directive. (Refer to the Reference Sector for a timeline of actions and events that have led to this proposal.)

#### **OUTCOME**

Identify 4 to 5 pilot projects to demonstrate the value cross-sector partnering and through which to resolve policy obstacles (e.g., issues raised with current non-disclosure requirements).

#### **CONCEPTUAL METHOD (to launch)**

##### **1) Phase I – Achieve Concept Buy-In – January 2009**

MetroGIS to host a 2-3 hour forum at which 10-12 leaders of several key non-government interests would meet with 3-4 Policy Board members to investigate interest in working with MetroGIS to define shared information needs and collectively pursue solutions, as the needs dictate. The theme of the forum would focus on land information systems and/or emergency preparedness to catalyze discussion of possibilities. Buy-in will be sought that further investigation of potential collaborative solutions is warranted

##### **Attendees – Phase I:**

***Policy Board Members:*** Councilmember Schneider, Councilmember Elkins, Councilmember Pistilli and Chairperson Reinhardt

***Private Sector Leadership:*** 10-12 individuals TBD. (Note: To test receptiveness to this concept, the Staff Coordinator has spoken with several individuals, each of whom has been expressed interest in participating. These initial contacts were with individuals affiliated with the Mn High Tech Association, TIER 3 Consulting, Information Builders, Urban Land Institute-Mn, CB Richard Ellis, Excensus, and The Lawrence Group). Evaluating the potential for a cross-sector supported regional land management information system excited each as a possible collaborative endeavor.

Other candidate interests identified as potential participants, but not yet contacted, include the Regional Chamber of Commerce, Xcel Energy, Regional MLS, Minneapolis Star and Tribune,

Sears, U of M, Great River Energy, prominent Planning and Engineering Consultant, and a GIS vendor?

## 2) Phase II - Create Private Sector Coordinating Committee

If the buy-in sought in Phase I is accomplished, a key component of this proposal is the formation of a "private sector coordinating committee" to work with MetroGIS to jointly investigate opportunities for cross-sector solutions to specified shared information needs. This proposed Committee would be comprised of major private sector users of geospatial technology, which serve the Twin Cities metropolitan area. The Committee would be self-organizing, once key interests to the MetroGIS community are encouraged to participate. The Committee would also be principally supported by its member interests and have responsibility for:

- Defining shared needs among non-government interests
- Working collaboratively with MetroGIS leadership to define needs shared by both stakeholder groups -
- Working with MetroGIS leadership to refine the following principals of collaboration adopted by the Policy Board in January 2006, if necessary to achieve cross-sector collaboration solutions:
  - *Value added to public sector assets is encouraged provided it does not detract from the public sector objective.*
  - *Contribution of assets to a collaborative solution assumes all parties view the transaction as equitable and relevant to their needs.*
  - *Contributions can be comprised of funds, data, equipment and/or people.*
  - *Equity is defined on an organization-by-organization basis and exists if the collaborative solution is more efficient than pursuing the solution on one's own.*
- Working in conjunction with MetroGIS leadership, build upon the recommendations set forth in the 2008-2011 Business Plan to define sustainable solutions to geospatial needs shared by both the government and non-government communities, including and not limited to, modifications in the current MetroGIS organizational structure. How can we work together to reduce costs? What innovations can we work together to develop? How can we promote a statewide cooperative GIS effort?
- To facilitate interaction between the MetroGIS Policy board and the Private Sector Coordinating Committee, MetroGIS Leadership will discuss having the chair of the Private Sector Coordinating Committee have a seat on the Policy Board along with the chair for the existing Coordinating Committee as a non-voting ex-officio member.

(Note: If this effort to seek a collaborative relationship with for-profit interests is successful, a similar effort would be undertaken for non-profit interests.)



**TO:** Coordinating Committee

**FROM:** Sally Wakefield, Chairperson  
Coordinating Committee  
Staff Contact: Randall Johnson (651-602-1638)

**SUBJECT:** “Special Expertise” Member Candidate

**DATE:** March 4, 2009  
(For the Mar 26<sup>th</sup> mtg.)

## **REQUEST**

The Committee is respectfully requested to expand its membership to include Ben Verbick, GIS Coordinator with LOGIS, under the “special expertise” category of membership. The Staff Coordinator has spoken with Mr. Verbick and he would be honored to serve in this capacity, if appointed.

## **THE CANDIDATE AND LOGIS**

Mr. Verbick has substantial experience with cities, which possess a wide range of GIS capacities (sophisticated to non-existent), and a wide range of content expertise including emergency response, a current priority of MetroGIS’s efforts.

Local Government Information Systems (LOGIS) is a consortium of Minnesota local government units. The purpose of LOGIS is to provide effective, reliable and adaptable technology solutions to Minnesota public agencies through the sharing of ideas, risks, resources and costs in a cooperative partnership that evolves with agencies' needs. The GIS services provided by LOGIS and managed by Mr. Verbick are summarized at <http://gis.logis.org/dnn>. Since LOGIS is a consortium of cities, this membership would count as a public sector appointment.

## **RATIONALE**

Cities are expected to play increasingly important roles in the capture and management of data in support of regional solutions to shared information needs. Two such situations call for cities to provide address point data for the proposed Regional Address Points Dataset and critical infrastructure data (schools, fire stations, policed stations, hospitals, etc.) for emergency management planning and response. Nearly 200 cities comprise the seven county Twin Cities metropolitan area and they vary greatly in capacity to serve these important new roles. Traditionally smaller cities contribute some data but have been primarily users - or would be if they had the tools. They fill an important role by contributing to the discussion of the development of services. We will want continued input from smaller cities to ensure their needs are met and that their growing expertise is leveraged.

Mr. Verbick has for some time been an active participant in MetroGIS initiatives, representing the smaller city perspective. Most recently, he has played an important content expert roles during development of MetroGIS address points and critical infrastructure proposals. He has provided valuable insight to those responsible for evolving these concepts. He also possesses substantial expertise with geospatial applications and web services, also priority focuses of MetroGIS’s efforts that are anticipated to expand in importance.

## **RECOMMENDATION**

That the Committee expand its membership to include Ben Verbick, GIS Coordinator with LOGIS, under the Committee’s “special expertise” membership category. .

## REFERENCE SECTION

### Excerpt Operating Guidelines Coordinating Committee

MetroGIS's adopted Operating Guidelines establish the interests to be represented on Coordinating Committee. See Article 3, Section 2 at [http://www.metrogis.org/about/history/ops\\_guidelines.pdf](http://www.metrogis.org/about/history/ops_guidelines.pdf). Requirements of note are as follows:

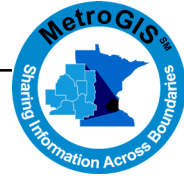
#### Section 2. Composition

... The approved interest categories shall include, but not necessarily be limited to, essential participant stakeholders, **government that serves the metro area**, academic institutions, non-profit organizations that serve as adjunct resources for local government, **non-government providers of essential public services**, private sector GIS consultants and 'business geographics' interests, and other interests important to the long-term success of MetroGIS.

The Coordinating Committee shall be responsible for selecting organizations or individuals to represent each of the approved general interest categories. To qualify for consideration, candidate organizations, classes of organizations, and individuals must: 1) be an essential participant stakeholder or a system enhancer stakeholder or 2) **possess special expertise or knowledge important to the MetroGIS mission not provided by another member.**

Committee member selection shall be subject to the following guidelines:

- Members of the Coordinating Committee shall include a **variety of government**, academic, utility, non-profit, and private-sector perspectives. Producers and users of geographic information and a **diversity of operational areas** important to the long-term success of MetroGIS shall be represented.
- **Individuals determined to possess perspective and/or expertise that helps further the mission and goals of MetroGIS may serve on the Coordinating Committee at the discretion of the Coordinating Committee**, subject to the guidelines set forth in this Section.



**TO:** Coordinating Committee  
**FROM:** MetroGIS Staff Coordinator  
Contact: Randall Johnson (651-602-1638)  
**SUBJECT:** Raise Awareness of Projects On-Hold  
**DATE:** March 13, 2009  
(For Mar 26<sup>th</sup> Meeting)

## INTRODUCTION

The purposes of this report are to:

- 1) Acknowledge the breath of work that is in progress on priority program objectives in addition to the work that was the subject of Agenda Items 5a and 5b.
- 2) Call attention to 2009 program objectives that are on hold and why.
- 3) Set the stage for a more in depth conversation at the June meeting about resources and priorities.

## STATUS OF 2009 WORK PRIORITIES

Work is in progress, or will begin shortly, on 7 objectives that were set as priorities for MetroGIS's attention in 2009 (Items # 1, #2, #3, #4, #5, #11, and #14 listing in Attachment A). A vast majority of the support for these projects is being provided by volunteers. The members of the Technical Leadership Workgroup (Reference Section) also deserve a large thank you for assuming the role of a surrogate Technical Coordinator, without which MetroGIS could not possibility maintain relevance to changing stakeholder needs. See Agenda Item 6 for more information about the important work that is in-process.

Although important work is being accomplished, equally important work is also on hold for 7 other objectives set as priorities for 2009. The reasons are generally as follows (the numbers correspond with the project listing provided in Attachment A):

- |   |                           |
|---|---------------------------|
| 5 – Lack of sufficient support resources                      | (#7, #8, #9, #12 and #13) |
| 1 – Drafting of the required contract is held up in legal     | (#10)                     |
| 1 – Requires the results of a project that is in process (#2) | (#6)                      |

## DISCUSSION

No action is suggested to reevaluate priorities until the recommendations of four new application-related workgroups are known (Agenda Item 5a). Discussion of options is suggested as topic for the June Committee meeting.

## RECOMMENDATION

That the Committee come to the June meeting prepared to talk about options to address limitations imposed by the shortage of support resources:

## REFERENCE SECTION

### TECHNICAL LEADERSHIP WORKGROUP

- Mark Kotz - Chair
- Bob Basques (St. Paul)
- David Bitner (Metropolitan Airports Commission) – MetroGIS Coordinating Committee
- John Carpenter (Excensus)
- Chris Cialek (MN LMIC)
- Jim Maxwell (The Lawrence Group)
- Robert Taylor (Carver County)
- Nancy Read (Metropolitan Mosquito Control District) – MetroGIS Coordinating Committee member and past Committee Chair

## Attachment A

### 2009 Major Program Objectives

(Adopted by the Policy Board – January 28, 2009)

(\*\* Indicates an activity that is at least in part dependent upon securing additional technical leadership and coordination resources).

Objective (Numbers intended to designate relative importance)	Priority for 2009	Timeframe	Comments (Objectives shown in <i>italics</i> and preceded with <sup>**</sup> can not be fully achieved without full time support of a Technical Coordinator.)	Lead Responsibility
1. Sustain traditional "foster collaboration" support activities <sup>(1)</sup>	<b>Very High</b>	<b>Ongoing</b>	User and producer satisfaction monitoring to be pursued in 2009 to the extent resources are available. An RFP is under development to secure needed supplemental professional services for this and other projects. (Items #7 and 12)	Designated Custodians and Staff Coordinator
2. <i>** Pursue implementation of solutions to priority shared needs for applications and web services as appropriate for MetroGIS</i>	<b>Very High</b>	<b>In progress</b>	Priorities set by the Committee at its December 10, 2008 meeting. Four new workgroups were also authorized and are defining implementation strategies with a May 2009 reporting deadline. This objective is a principal means to act on the Business Plan directive to seek out partnering opportunities with non-government interests.	Technical Leadership Workgroup - Mark Kotz, Chair
3. Continue to seek addition of a Technical Coordinator and technical administrative resources to the MetroGIS support team sufficient to carry out the 2009 program objectives defined herein	<b>Very High</b>	<b>In progress</b>	Given the state's budget crisis it is highly unlikely that these resources will be funded by the Metropolitan Council. In the short term, the Technical Leadership Workgroup has agreed to act as surrogate Technical Coordinator to ensure progress continues to be made to address needs important to the community. Additional administrative support has been procured through the "90-temp" process. Opportunities to procure additional resources also being investigated as a component of defining solutions to shared application needs.	Staff Coordinator and Technical Leadership Workgroup - Mark Kotz, Chair
4 Execute the Next-Generation Street Centerline Data Access Agreement	<b>Very High</b>	<b>In progress</b>	A meeting tentatively scheduled for the first week in April to define designed specifications. The goal is to publish the RFP in May.	Staff Coordinator
5. Streamline Data Access for Emergency Responders	<b>Very High</b>	<b>In progress</b>	The newly formed workgroup met in February. Several questions were defined for which legal advice is needed before attempting to define options. The goal is to complete by May.	Workgroup and Staff Coordinator
6. <i>**Establish and leverage working relationships with jurisdictions adjoining the Twin Cities metropolitan area to improve data interoperability with those jurisdictions</i>	<b>Very High</b>	<b>On hold</b> <i>Estimated Start: Summer 2009</i>	Begin once specifics for shared application needs are known (Item 2, above). Awaiting ideas anticipated to be offered by the four new application related workgroups created by the Committee this past December (see Agenda Item 5a.)	Staff Coordinator and Technical Coordinator when available
7. Building upon the key elements defined for a Leadership Development Plan in 2008, agree on specific strategies to achieve each of the outcomes called for via in the approved key elements.	<b>Very High</b>	<b>On hold</b> <i>Fall 2009 start, if support resources are available.</i>	Insufficient resources to work on this activity at this time. An attempt was made November 2008 to retain a consultant to assist with this project did not produce any bid proposals. No bid proposals were received. An RFP is under development to secure needed supplemental professional services for this and other projects (Items #7, 12, and 16) for which supplemental support is needed.	Staff Coordinator and TBD consultant
8. <i>**Define outcomes desired for a more fully developed geographic data, applications and service broker and pursue implementation of a more fully developed geographic data, applications and service broker</i>	<b>High</b>	<b>On Hold</b>	Insufficient resources to work on this activity at this time. 1 of 4 tasks assigned to the Technical Leadership Workgroup in June 2008. (#2, #8, #9 and this #13).	Technical Leadership Workgroup - Mark Kotz, Chair
9. <i>**Explore methods for Enhancing Trust in reliability of shared services (e.g., multi-nodal systems, Service Level Agreements, etc.) and define appropriate roles for MetroGIS in establishing that trust.</i>	<b>High</b>	<b>On Hold</b>	Insufficient resources to work on this activity at this time. 1 of 4 tasks assigned to the Technical Leadership Workgroup in June 2008. (#2, #8, #9 and this #13).	Technical Leadership Workgroup - Mark Kotz, Chair

Objective (Numbers intended to designate relative importance)	Priority for 2009	Timeframe	Comments (Objectives shown in <i>italics</i> and preceded with “**” can not be fully achieved without full time support of a Technical Coordinator.)	Lead Responsibility
10. ** <i>Implement a Regional Address Points Dataset (previously referred to as Occupiable Units) and Web-Editing Application to assist smaller producers of address data participate in the regional solution</i>	<b>High</b>	<b>Phase I: On Hold</b> <b>Phase II: Est. begin dataset development late summer 2009</b>	A contractor was selected for the Phase I project ( <i>Development of Web based Address Editing Tool</i> ) in October 2008. The project is on hold awaiting the Council's legal staff to draft the funding agreement. Phase I was originally planned to begin in Jan and end in August. Phase II can begin before Phase I is totally complete, provided the required functionality is for sure possible and the operational timing is clearly understood. This activity is expected to serve as a prototype to assist with the outcomes defined in Item 9 (Enhancing Trust)	Address Workgroup Mark Kotz, Chair, Nancy Read (TLW), and Staff Coordinator
11. Update Performance Measurement Plan (measures of public value) to align with the 2008-2011 Business Plan and pursue implementation	<b>High</b>	<b>Begins 3/31</b>	Consultant contract executed March 6, 2009 to secure required supplemental support resources. The project launch meeting with the consultant is scheduled for March 31. The goal is to complete this work by August 2009.	Staff Coordinator and consultant.
12. Initiate and complete development of a plan to ensure obstacles to data sharing do not materialize (see 01/24/08 workshop proceedings), including evaluation of the “organizational competencies” concept to identifying strategic capabilities not identified during development of the 2008-2011 Business Plan	<b>High</b>	<b>On hold</b>	Insufficient resources to work on this activity at this time. An RFP is under development to secure needed supplemental professional services for this and other projects (Items # 7 and 12) for which supplemental support is needed. MetroGIS has had access to such resources for nearly a decade prior to expiration of the most recent contract with of Richardson and Richter (RRA), which expired December 31, 2008. The goal is to publish the RFP by May 2009.	Staff Coordinator and consultant TBD.
<b>Stretch Objectives – Time and Resources Permitting</b>				
13. ** <i>Populate metadata for GeoServices Finder, including creation of a template to promote standardization</i>	<b>High</b>	<b>On hold</b>	Insufficient resources to work on this activity at this time.	Technical Leadership Workgroup - Mark Kotz, Chair
14. Investigate need for creation of a new organizational/ governance structure to address priority shared geospatial needs (in conjunction with Item # 4 – to extent necessary to achieve goal of partnering with non-government interests.)	<b>High</b>	<b>Intermittent, as time permits</b>	Related to and potential a testbed component for Item 7. 1 of 4 tasks assigned to the Technical Leadership Workgroup in June 2008. (#2, #8, #9 and this #13). In conjunction with his role as a member of the Governance Workgroup of the National Geospatial Advisory Committee, the Staff Coordinator is encouraging the academic community aid in defining appropriate governance structures for cross-sector, shared power environments; environment fundamental to achieving the vision of the National Spatial Data Infrastructure and to sustain MetroGIS's effectiveness	Staff Coordinator
15. ** <i>Conduct Peer Review Forums for endorsed regional solutions to shared information needs</i>	<b>High</b>		This activity is related to exploring partnering opportunities with non-government interests (#4 above), which is expected to provide the context for this activity.	
16. Initiate updating of the MetroGIS Outreach Plan to emphasize ways to identify opportunities and ensure stakeholder awareness of regional datasets, DataFinder, pending solutions related to shared application needs	<b>Medium</b>		Insufficient technical and administrative support resources to work on this activity at this time. Supplemental professional support resources are needed. An RFP is under development to secure needed supplemental professional services for this and other projects (Items #7 and 12) for which supplemental support is needed. Initiate once shared application need priorities are defined (Item #2). The processes used to accomplish Item #2 will be broadly participatory, addressing the intent of the call for an updated outreach plan.	
17. ** <i>Develop support Plan for DataFinder, which incorporates tactics listed in the Business Plan (a component of the plan to ensure obstacles to sharing</i>	<b>Medium</b>		If DataFinder is proposed to remain a freestanding application (component of Item #8), pursue the preliminarily cited 2009 objective to “Prepare a support Plan for DataFinder”. Otherwise, consolidate with a plan for the replacement application.	

Objective (Numbers intended to designate relative importance)	Priority for 2009	Timeframe	Comments (Objectives shown in <i>italics</i> and preceded with “**” can not be fully achieved without full time support of a Technical Coordinator.)	Lead Responsibility
<i>do not materialize – Item 11, above</i>				
18. <i>**Make substantive progress to achieve vision for next generation (E911-compatible) Street Centerline Dataset</i>	<b>Medium</b>	Part of Item #4	Invite E911 officials to participate in the specifications for RFP under development for the next generation Regional Street Centerline Dataset.	
19. Refresh design of MetroGIS website	<b>Medium</b>		Supplemental professional and technical support resources will be needed.	
20. <i>**Create a forum for visioning, coordinating, finding, and funding technical resources for the development and testing of applications and web services.</i>	<b>Low</b>		Insufficient technical and administrative support resources to work on this activity at this time.	
21. <i>**Explore Geospatial Marketplace – (Collaboration Registry/Portal)</i>	<b>Low</b>		The TAT considered this idea at its April 17, 2008 meeting (Item 4c) and did believe it to be a good use of resources, given other higher priorities at this time.	
22. Expand Outreach Plan to include a marketing component	<b>Low</b>		Policy Board directive July 2007 distinguishes marketing from outreach	
23. Investigate impact of cost recovery on ability to achieve desired data sharing	<b>Low</b>		Identified as a need in Appendix K to the 2008-2011 Business Plan	

(1) Traditional activities that comprise the MetroGIS “foster collaboration” function include:

- Identifying and defining shared geospatial information needs. Includes seeking out partnerships with non-government entities that share information needs with government entities that serve the Twin Cities metropolitan area
- Implementing and maintaining relevance of collaborative regional solutions to address shared information needs
- Fostering widespread access and sharing of geospatial data, principally via the [www.datafinder.org](http://www.datafinder.org) web site
- Facilitating sharing of knowledge relevant to the advancement of GIS technology among stakeholders (*ongoing*)
- Monitoring activities related to performance measures, reporting findings and adjusting policies as needed (*ongoing*)
- Ensuring decision-making processes are meaningful, productive, and a good use of participants' time (*ongoing*)
- Engaging policy-makers to provide a political reality check and to maintain political legitimacy (*ongoing*)
- Advocating for MetroGIS' efforts in development of statewide geospatial policies (*ongoing*)
- Seeking opportunities to learn from efforts with similar objectives – statewide, national, and internationally (*ongoing*)
- Fostering awareness of MetroGIS' accomplishments and the public value created via its efforts (*ongoing*)
- Documenting benefits associated with MetroGIS' efforts via stakeholder testimonials (*ongoing, 1-2 per year*)





**TO:** Coordinating Committee

**FROM:** MetroGIS Staff Support Team  
Contact: Randall Johnson (651-602-1638)

**SUBJECT:** Major Activity Update

**DATE:** March 5, 2009  
(For the Marc 26<sup>th</sup> mtg.)

## INTRODUCTION

Since the Committee last met, progress has been made in the following areas, in addition to the projects presented in Section 5 of this agenda packet. Any information provided by persons other than the Staff Coordinator is noted.

## OVERVIEW

A detailed explanation of the status of work on each of the objectives endorsed by Policy Board for 2009, along with the status of work on a few of the stretch objectives is provided in Attachment A for Agenda Item 5g. (**The numbers in “( )” following the project titles below correspond to the item numbers in Attachment A, Agenda Item 5g.**) Also, see Agenda Item 5g for a discussion about objectives for which work is on hold.

## PROJECT SPECIFICS

### **A) 2008 ANNUAL REPORT (Component of Item #1)**

As of this writing, a draft had been shared with Chairperson Reinhardt for comment.

### **B) NEXT GENERATION REGIONAL STREET CENTERLINE SOLUTION (ITEM #4)**

This is a top priority work objective for 2009 because at the end of 2009, the Council's current street centerline data access contract with NCompass (TLG) will expire. The current contract, is the third in a series with TLG dating back to 1997. The current agreement authorized two, one-year extensions (2008 and 2009) in the event a suitable public sector solution became available during the contract period. Since a publicly-produced solution, which meets or exceeds the functionality provided by the TLG/NCompass solution, still does not exist, a public-private relationship is once again proposed. A competitive bid process is required. Work on the specifications for the RFP began the week of March 2<sup>nd</sup>. Publication is anticipated for early summer. If you would like to participate in the development of the RFP or have suggestions, please contact the Staff Coordinator.

### **C) 2008 REGIONAL GIS PROJECTS**

- Address Editing Tool (Technical Leadership Workgroup, Project Lead) (Phase 1 Item #10)  
Applied Geographics (Boston) was selected in October 2008 to develop the proposed Address Editing Tool. The funding agreement had not been drafted as of this writing. Agreement has been reached with the contractor to permit collar counties to host the application if they choose to do so. This provision was sought to act on the goal to improve interoperability with jurisdictions that adjoin the metro area. Successful completion of this project, together with the result of the 2007 Data Synchronization Mechanism project, provide the foundation needed to begin development of a regional address points dataset. Both tools are required to engage local units of government, the primary producers of address data.
- Landmark Names Extension to Geocoder Service (Mosquito Control District, Project Lead)  
The funding agreement was executed in December 2008. A workgroup is in the process of overseeing development of this extension to the foundation regional geocoding service.
- Mailing Label Web Service (Dakota County, Project Lead)

The project is approved but the funding agreement had not been drafted as of this writing.

**D) STREAMLINING DATA ACCESS FOR EMERGENCY RESPONDERS (ITEM #5)**

The Workgroup created by the Committee at its December meeting has identified 3 questions for which it needs legal direction.

- 1. Conventional Data Distribution Rules (CDDR)**
  - a. Define special circumstances where CDDR do not apply
- 2. “Good Samaritan Law “**
  - a. Does this law apply to data distribution (liabilities)
- 3. Liability issues**
  - a. How can they be addressed

The Workgroup is in the process of seeking approval to ask the attorney who represents the Metropolitan Emergency Management; an appointee from the Hennepin County legal staff, for advice on options to address these questions.

**E) LEADERSHIP DEVELOPMENT PLAN (#7)**

A Request for Bids was published in November for consultant assistance to develop a Leadership Development Plan. No bids were received, so the project has been postponed until sufficient resources are available. Completion of this plan is a priority for 2009.

The plan is include this project in the scope of work for a pending Request for Proposals to secure supplement professional services for a variety of MetroGIS support needs. These services had been provided for several years by the firm of Richardson Richter Associates (RRA), prior to their contract expiring on December 31, 2008. RRA provided supplemental support for a number of organizational development projects over the past 5 years. A scope of work for a new contract is under development. The goal is publish the Request for Proposals this spring.

**F) PERFORMANCE MEASUREMENT PLAN UPDATE (ITEM #11)**

A Request for Proposals was authorized by the Policy Board last October. A qualifying bid was received and accepted in November. The funding for this project will not impact the 2009 approved project budget. A project launch meeting is scheduled for March 31. Once the scope of work is refined, a call will be made for Committee members to participate.

**G) ORGANIZATIONAL STRUCTURE FOR CROSS-SECTOR, SHARED POWER ENVIRONMENT (ITEM #14)**

The Staff Coordinator is exploring interest among U of M faculty to foster exploration organizational/governance structures appropriate for a cross-sector, shared power environments by the academic community. Groundwork was laid for request during interviews of MetroGIS leadership conducted by Professor John Bryson (see Agenda Item 7. D3). An initial meeting was held on March 3. Those present agreed that a practical way within a relatively short time frame would be to host a workshop for several individuals active in this area from around the country to explore options. A follow-up meeting is scheduled for March 31.

Information shared during Professor Bryson’s interviews and at the March 3<sup>rd</sup> meeting that set the context for this activity included the following statements.

The National Geospatial Advisory Committee has recognized that a new form of organizational structure will be needed to achieve the vision of the NSDI; a structure consistent with governing in a cross-sector, shared power environment. A subcommittee of the NGAC has been tasked with investigating options to address this need.

The Staff Coordinator serves on this subcommittee because this need is relevant to addressing support issues faced by MetroGIS. Although reliance upon the Council to support MetroGIS’s “foster collaboration” function has worked well for some time, the current situation is one where the opportunities for collaboration have expanded and become more complex (i.e., service oriented architectures), while support resources to act on them have diminished. These resource

constraints, manifested in the inability to secure a Technical Coordinator and the general lack of resources needed to accomplish priority work objectives, have been recognized by MetroGIS leadership as a concern for over a year. A broader support base has been encouraged by the Board through adoption of the strategy to seek out partnerships with non-government interests. Such additional resources are needed to ensure that collaborative opportunities are acted on in a timely fashion and in ways relevant to changing stakeholder needs.

Addressing the need for additional support resources may also require modifications in the current organizational structure. Working through the unique organizational/governance structure that was created by MetroGIS to foster and support cross-sector collaboration has resulted in substantial gains in efficiencies and improved working relationships. Notwithstanding these significant achievements and the accompanying public value created, the current structure has weaknesses that must be corrected to sustain and build upon the collaboration that is ongoing.

For instance, solutions to shared needs that rely upon service oriented architectures will require inter-organizational dependencies that the current voluntarily organizational structure will not be able to effectively manage. Addressing this constraint is a national need fundamental to achieving the vision of the NSDI. Addressing this constraint will also hold promise for MetroGIS's efforts to attain greater efficiencies than currently possible.

## **H) PRIORITY BUSINESS INFORMATION NEEDS AND USER SATISFACTION FORUMS** **(SUPPLEMENT ITEM #1)**

1) Solutions to Shared Application Needs (See Agenda Item 5a)

2) Regional Address Points Dataset: (See Agenda Item 6a)

3) Regional Parcel Dataset: (See Item 7A.)

4) Emergency Preparedness – Joint MetroGIS and GCGI efforts (See Attachment A)

5) Regional Street Centerline Dataset

The March 2009 quarterly update of street centerlines and landmarks data is now available on the MetroGIS ftp site for download. Instructions for downloading the datasets can be found at [http://www.metrogis.org/data/datasets/street\\_centerlines/order\\_info/download\\_ftp.shtml](http://www.metrogis.org/data/datasets/street_centerlines/order_info/download_ftp.shtml)

6) New Workgroups Created by Coordinating Committee (12/10/08) (See Agenda Items 5a and 6c)

- Best image service
- Feature services for all data
- Jurisdictions at point / Government service finder
- USPS address verifier

*(The Committee also authorized creation of a 5<sup>th</sup> shared application-related workgroup “Regional landmarks data structure” but no one volunteered to chair it. No work is planned to begin until a person(s) is willing and able to serve as chair of this workgroup.)*

- Streamlining Access for Emergency Responders (Agenda Item 6c)

# Attachment A

## Statewide Emergency Preparedness Data Project

**From - John Hoshal, Project Manager, LMIC**

12/3/08

Below are some of the highlights I prepared for an interim report to the FGDC.

Meetings:

1. Minnesota Governor's Council on Geographic Information – Emergency Preparedness Committee – CAP grant sub-committee met in mid-September to discuss project, identify procedures for collecting and verifying data, discussed data model, data sources, etc.
2. At the request of the MetroGIS Policy Board, Randall Johnson (MetroGIS), Laurie Beyer-Kropuenske (State of Minnesota – Information Policy Analysis Division) and John Hoshal (LMIC) met in late October to discuss barriers to sharing emergency management data. Barriers include data pricing, restrictive license agreements, etc. These barriers may impact the collection and distribution structures data.
3. Minnesota Governor's Council on Geographic Information – Emergency Preparedness Committee members - Steve Swazee (co-chair GCGI-EPC), Randy Knippel (Dakota County) and John Hoshal (LMIC) met in late November with Kris Eide, Director, Department of Public Safety's Homeland Security and Emergency Management Division (HSEM) to discuss the CAP grant and HSEM's role. Kris agreed to ask HSEM regional managers to promote the project and work with the GCGI-EPC to ensure its success. HSEM regional managers work closely with city and county emergency management officials and public safety officers. Knippel and Hoshal will plan on attending quarterly meetings of the regional managers. Kris will also ask HSEM's Critical Infrastructure team to work with the GCGI-EPC.

CAP Grant Presentations:

10/03/08 – Minnesota GIS/LIS Consortium Annual Conference – Session 27

12/18/08 – Minnesota Government Information Technology Symposium

Other:

1. Continue to discuss possible collaboration with TechniGraphicS (TGS). TGS has worked with LMIC and other GIS contacts in Minnesota to collect structures data for HSIP Freedom. Freedom data may serve as foundational data for the CAP project with subsequent review, augmentation and enhancement by local authorities. For more information about HSIP Freedom see: [http://www.nsgic.org/hottopics/hsip\\_ci\\_geospatial\\_data\\_sharing\\_program\\_121806.pdf](http://www.nsgic.org/hottopics/hsip_ci_geospatial_data_sharing_program_121806.pdf)
2. In mid-September Randy Knippel (Dakota County) asked members of the MetroGIS Emergency Preparedness Committee to update their existing emergency preparedness data layers in preparation for aggregating them for the region. The MetroGIS EPC collaborative model for data aggregation and refinement was highlighted in the CAP grant application.
3. Exploring the possibility of publishing - statewide - the best available structures data in the form of digital maps that would be given to emergency managers for review. These maps would be based on the 10K prototypes being developed by Dakota County which incorporate the US National Grid (USNG) and best available imagery including 2008 NAIP photography now available from LMIC's web services. Examples from Dakota County can be found at:  
10K Sample: [http://gis.co.dakota.mn.us/content/dakco/USNG/10kTopo/10KM\\_VK85.pdf](http://gis.co.dakota.mn.us/content/dakco/USNG/10kTopo/10KM_VK85.pdf)  
1K Sample: <http://gis.co.dakota.mn.us/content/dakco/USNG/1KNeighborhood/15TVK8353.pdf>



*Cooperation, Coordination, Sharing Geographic Data*

**TO:** Coordinating Committee  
**FROM:** MetroGIS Staff Support Team  
Contact: Randall Johnson (651-602-1638)  
**SUBJECT:** Information Sharing  
**DATE:** March 17, 2009  
(For the Mar 26<sup>th</sup> meeting)

Announcements and information provided by persons other than the Staff Coordinator are so noted.

**A) NEXT GENERATION PARCEL DATA SHARING AGREEMENT – 2009 DATA AVAILABLE**

The next-generation Regional Parcel Data Sharing Agreement was fully executed in mid-January. The term of the new agreement is January 2009 to December 31, 2011. A notice was sent in the 3<sup>rd</sup> week of January to the nearly 200 licensees under the former agreement to inform them that a new license is needed to access the 2009 version of the Regional Parcel Dataset. As of this writing, over 50 new licenses had been authorized.

The new license is downloadable from the same link as the previous version ([www.metrogis.org/data/datasets/parcels/public/index.shtml](http://www.metrogis.org/data/datasets/parcels/public/index.shtml)). While the licensure transition is in progress, the previous FTP site will remain active, as will the formerly assigned passwords to that site, to ensure that all licensees will have continuous access to the 2008 version of the dataset while they are seeking a new license. Passwords will be assigned for the new FTP site as users are approved for a new licenses. Both FTP sites will be simultaneously available until the transition is complete.

The major modifications that will go into effect with the new agreement include authorizing licensed users to offer view-only access to parcel data via applications they host; simplifying the licensing process and populating and normalizing additional attributes for the fields that are part of the approved regional dataset.

**B) STATUS OF REQUEST OF GCGI TO ACT ON TWO APPLICATION RELATED RECOMMENDATIONS**

On January 12<sup>th</sup>, the letter in Attachment A was transmitted from Policy Board Chairperson Reinhardt to Rick Gelbmann, Chairperson of the Mn Governors Council on Geographic Information (GCGI). Recommendations to the GCGI form its subcommittees are anticipated to be made at the GCGI's meeting on March 25.

**C) WILL CRAIG -- PRESIDENT ELECT OF NSGIC**

NSGIC stands for National States Geographic Information Council; it represents the GIS Councils and / or centers of the 50 states. More about NSGIC at <http://www.nsgic.org/leadership/index.cfm>. Congratulations Will.

**D) NATIONAL GEOSPATIAL ADVISORY COMMITTEE (NGAC) - FEBRUARY 4-5, 2009 MEETING**

The complete meeting summary can be viewed at [http://www.fgdc.gov/ngac/meetings/February2009meeting/index\\_html](http://www.fgdc.gov/ngac/meetings/February2009meeting/index_html). Highlights of the discussion and action at this meetings were as follows:

- Approved a two-part recommendation to the FGDC regarding Economic Recovery funding calling for : 1) Implementation of policies to ensure transparency and accountability and 2) Support of investments in nationally important geospatial data, in particular, for imagery, parcel and elevation data.
- Approved a Strategic Geospatial Vision statement (Attachment B).

- Approved a recommendation in the form of a resolution (Attachment C) was made to the FGDC concerning the need for improved coordination and accountability for responsibilities critical to achieving the vision of the NSDI.
- Launched an initiative to document best practices for public private partnerships. The Staff Coordinator requested the call to be published an e-announcement by the MN GIS/LIS Consortium and passed it along to numerous contacts within MetroGIS, across the country and Europe. This topic will be a primary item of discussion at the next meeting (May 12-13). The call has been extended to March 27.
- Created a new subcommittee to identify lessons learned from the four independent economic stimulus proposals submitted by the geospatial community and develop longer-term strategy for more effective cross-sector coordination.
- Authorized a call for suggested enhancements to The National Map. This topic will be a primary item of discussion at the next meeting (May 12-13).

A detailed explanation of the Committee's charge and efforts can be viewed in an article published in the summer issue of ESRI's ArcNews at <http://apb.directionsmag.com/archives/4609-National-Geospatial-Advisory-Committee-Endorses-IFTN,-Looks-for-Input.html>. Hennepin County Commissioner Johnson and the Staff Coordinator serve on this 28-person committee.

#### **D. PRESENTATIONS / OUTREACH / STUDIES (not mentioned elsewhere)**

##### **1. Article Submitted for the Minnesota GIS/LIS Consortium Newsletter:**

An article was submitted for the winter issue of the GIS/LIS Newsletter entitled "MetroGIS Applications and Web Services Needs Forum". It can be viewed at <http://www.mngislis.org/displaycommon.cfm?an=1&subarticlenbr=415>

##### **2. Presentations/Meetings:**

April 21, 2009: The Staff Coordinator has been invited to keynote the Iowa State GIS Conference. The theme of the conference is making collaboration work.

##### **3. Publications:**

January 2009: MetroGIS is used as a principal case study in an article written by Professor John Bryson, entitled Understanding Strategic Planning and the Formulation and Implementation of Strategic Plans as a Way of Knowing. The article has been approved for publication in the International Public Management Journal (IPMJ). According to Professor Bryson, IPMJ is a top of the line public management journal with an international audience. He conducted a series of interviews with MetroGIS leadership to prepare for this article. It can be accessed at [http://www.metrogis.org/teams/cc/meetings/09\\_0326/BrysonCrosbyBryson-UnderstandingStrategicPlanning\\_0302-09.pdf](http://www.metrogis.org/teams/cc/meetings/09_0326/BrysonCrosbyBryson-UnderstandingStrategicPlanning_0302-09.pdf).

#### **E. RELATED METRO AND STATE GEOSPATIAL INITIATIVES UPDATE**

*See the report for Agenda Item 5d*

#### **F. RELATED FEDERAL/NATIONAL GEOSPATIAL INITIATIVES UPDATE**

##### **1. National Geospatial Advisory Committee (NGAC)– February 2009 Meeting Agenda**

*(See Item 5C, above)*

##### **2. Publication of the NGAC – The Changing Geospatial Landscape**

This document was published January 2009 by the NGAC for the incoming Obama Administration. It chronicles the growth in the geospatial community/industry over the past 3-plus decades and identifies several major issues that lie ahead. It can be viewed from a link at <http://www.fgdc.gov/ngac/NGAC%20Report%20%20The%20Changing%20Geospatial%20Landscape.pdf>

##### **3. Coalition of Geospatial Organizations – Letter to Congress**

On January 9<sup>th</sup>, the Coalition of Geospatial Organizations submitted the letter presented in Attachment D to the congressional leadership. It calls for the creation of a single subcommittee in the Senate and House to oversee federal budgets for geospatial investments.

**4. OGC Forms a Spatial Law and Policy Committee ([www.opengeospatial.org](http://www.opengeospatial.org))**

The Board of Directors of the Open Geospatial Consortium (OGC®) has chartered a committee of the Board to specifically address the “spatial law and policy issues” which will influence development requirements of the Consortium's technology process. The Spatial Law and Policy Committee (SLPC) will be chaired by OGC director and Executive Committee member, Kevin Pomfret, and will be organized under board leadership as an educational forum to include both select member and community participation.

In the past, legal issues associated with spatial data and technology were primarily a concern for lawyers that worked with or for the government. Now, both public sector and private sector users and providers of geospatial data and technologies face a wide range of legal issues associated with growth in consumer and business applications for spatial technology. Such applications include Earth browsers, satellite navigation devices in cars and PDA's, location-based services associated with cell phones, business intelligence, social networking and satellite tracking of vehicles and equipment. All of these applications raise issues that involve intellectual property rights, liability, privacy, and national security. In many cases, the existing legal and policy framework is inadequate to provide governments, businesses and consumers clear guidance on these issues

**5. Where And How Is Policy And Governance Connecting To The Geospatial Community And What Are The Challenges?”**

<http://vector1media.com/vectorone/?p=530>

# **ATTACHMENT A**

**REQUEST OF  
GOVERNOR'S COUNCIL ON GEOGRAPHIC INFORMATION  
TO ACT ON  
RECOMMENDATIONS FROM METROGIS**

*(See Next Page)*



January 12, 2009

Rick Gelbmann, Chairperson  
Governor's Council on Geographic Information  
c/o Land Management Information Center  
658 Cedar Street, Room 300  
St. Paul, MN 55155

**RE: Action Requested of GCGI by MetroGIS**

Dear Mr. Gelbmann,

On behalf of the MetroGIS Policy Board and Coordinating Committee, the purpose of this letter is to encourage the MN Governor's Council on Geographic Information (GCGI) to consider addressing two project needs that MetroGIS has concluded are much better addressed by a state wide effort than a metro effort. They are:

- **Implement a state-wide geocoder service.** A metro web service already exists and could be leverage to expand to a state-wide web service.
- **Recommend a solution to the need for a storm & surface water tracing tool.** It is thought that the GCGI Hydrography Committee would be the best entity to address this need.

These project needs were among several priorities identified at a forum hosted by MetroGIS on November 20, entitled *Geospatial Applications and Web Services Needs*. Please note that several state agency representatives participated in this forum, as the purpose was to define geospatial application needs shared across sectors. (For more information about the forum results and next steps endorsed by the MetroGIS Coordinating Committee, go to Item 5d of the document at [http://www.metrogis.org/teams/cc/meetings/08\\_1210/08\\_1210m\\_draft.pdf](http://www.metrogis.org/teams/cc/meetings/08_1210/08_1210m_draft.pdf)).

Respectfully,

Victoria Reinhardt, Chairperson  
MetroGIS Policy Board

cc: Sally Wakefield, Chair - MetroGIS Coordinating Committee  
Mark Kotz, Chair - MetroGIS Technical Leadership Workgroup  
Randall Johnson – MetroGIS Staff Coordinator

## **ATTACHMENT B**

### **NGAC STRATEGIC GEOSPATIAL VISION STATEMENT**

***(SEE NEXT PAGE)***

**(Source: <http://www.fgdc.gov/ngac/meetings/February2009meeting/ngac-geospatial-vision-adopted-2-4-09.pdf>)**

**National Geospatial Advisory Committee**  
**National Geospatial Strategy – *Strategic Vision***  
*Adopted February 4, 2009*

**Vision of the Desired Future State**

"The Nation and its citizens value and are empowered by geospatial resources"

**Vivid description of the Desired Future State**

Implementing the National Geospatial Strategy will result in a future state where:

- Citizens take for granted the geospatial infrastructure that serves to foster economic vitality, manage resources, advance health initiatives, protect the homeland, support science, govern the Nation, and otherwise enrich the lives of all Americans;
- Authoritative and interoperable geospatial information and tools are available, accessible, and routinely used;
- Citizens rely on the availability of pervasive and ubiquitous geospatial information from the public domain and a thriving geospatial marketplace;
- The value of national geospatial resources is so well understood by Americans that its ongoing development is easily and continuously sustained;
- Commercial, academic, nonprofit organizations, and all levels of government operate under a shared governance structure, share a common set of goals and objectives, coordinate and leverage their efforts;
- Partners from all sectors work collaboratively with a common set of policies, procedures, standards, and data models;
- Roles and responsibilities for all partners are well defined and participants have incentives and are accountable for producing results;
- Coordinated policies ensure enhanced access to current data as well as enduring access to historic content valued by the nation;
- Development of the national geospatial infrastructure is supported by sustained and equitable cost sharing among partners;
- Incentives are in place to ensure cost-effective initiatives, continuous progress, and innovation;
- A skilled and educated work force is in place to exploit the full potential of geospatial resources to benefit society;
- The United States provides international leadership in the global geospatial community; and
- Emerging business technologies embrace the concept of place.

*“Get Place - Get Geospatial - Get It! for a Nationwide Community”*

# ATTACHMENT C

## NGAC RECOMMENDATION TO FGDC FEBRUARY 5, 2009

### MODIFICATIONS TO CIRCULAR A-16 (NSDI GOVERNANCE)

**RECOMMENDATION:** The NGAC approved the following recommendation to the FGDC regarding Governance:

- Whereas Executive Order 12906 and OMB Circular A-16 designate geospatial data themes and assign federal agency stewards for those themes;
- Whereas most agencies have not been provided designated resources to meet stewardship responsibilities;
- Whereas some agencies have not produced plans to accomplish stewardship responsibilities;
- Whereas OMB has not been able to assemble consistent and accurate budgetary crosscuts for geospatial activities to implement stewardship responsibilities;
- Whereas agencies have not been held accountable for meeting stewardship responsibilities; and
- Whereas the coordination, duplication avoidance, and partnering requirements of Executive Order 12906 and OMB Circular A16 remain unsatisfied not only among Federal agencies, but also with non-Federal stakeholders:

Now Therefore; Be It Resolved:

- That the NGAC recommends that the FGDC encourages and supports the Administration in the use of geospatial data and technologies to transform government operations and provide accountability and savings across geospatial activities, by:
- Reaffirming Executive Order 12906 and revising it to increase accountability;
- Strengthening direct OMB enforcement of the reporting requirements in Circular A-16;
- Implementing performance measures;
- Coordinating and working in partnership with Federal, State, Tribal, and local government agencies and the private sector, and building upon non-Federal data wherever practical; and
- Strongly considering the role of geospatial data and technology in transforming government operations while implementing the President's management agenda and formulating and executing the President's Budget.

**ATTACHMENT D**  
**COALITION OF GEOSPATIAL ORGANIZATIONS**

**LETTER TO CONGRESS**  
**JANUARY 2009**

*(SEE NEXT PAGE)*

# Coalition of Geospatial Organizations

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## **Coalition of Geospatial Organizations (COGO) Urges Congress to Establish Geospatial Subcommittee in House and Senate**

Reston, VA, January 09, 2009 - The Coalition of Geospatial Organizations (COGO) has asked Congress to establish subcommittees in the U.S. House of Representatives and Senate with jurisdiction over Federal geospatial activities. In a letter to House Speaker Nancy Pelosi (D-CA) and Senate Majority Leader Harry Reid (D-NV), COGO Chairman Cy Smith urged that oversight of geospatial technology be specifically included in the mission of existing Congressional subcommittees.

"The intent of the letter is to designate geospatial activities in the authority of an existing subcommittee in House and Senate, respectively", said Mr. Smith. "We are not attempting to create new stand-alone committees, but we want to make certain that Congress has an effective structure for oversight and legislation over the increasing federal government activity in geospatial technologies, and its relationship with state, regional, local and tribal government, universities and the private sector," Mr. Smith, the COGO Chairman, is the immediate past president of the National States Geographic Information Council (NSGIC) ([www.nsgic.org](http://www.nsgic.org)), an association of senior state geographic information system (GIS) managers and coordinators, and is the Oregon State GIS Coordinator.

"Currently, responsibility for oversight and authorization of federal geospatial activities is spread among more than 30 House and Senate committees and subcommittees. More than 40 federal agencies include geospatial activities as part of their mission. That scattered structure is very inefficient and does not contribute to strategic, coordinated policy and investments among the federal agencies. In fact, one of the outcomes of the Byzantine structure currently in place in Congress is the stove-piped structure in the federal agencies," said John Palatiello, Executive Director of MAPPs ([www.mapps.org](http://www.mapps.org)), the association of private geospatial firms and the author of the resolution adopted by COGO to endorse the idea of House and Senate geospatial subcommittees.

COGO requires unanimous agreement of all its 15 voting member organizations to take a policy position. The resolution endorsing Congressional geospatial subcommittees was adopted at COGO's October meeting.

According to the Federal Geographic Data Committee's (FGDC) 2006 Annual Report as much as 90% of government information has a geospatial information component. The U.S. Department of Labor has identified the geospatial field as one of the high growth job sectors in the U.S. economy. A 2004 report of the Government Accountability Office (GAO) found "efforts have not been fully successful in reducing redundancies in geospatial investments" and that "OMB's oversight of federal geospatial activities has not been effective because its methods ... are insufficiently developed and have not produced consistent and complete information. As a result of these shortcomings, federal agencies are still independently acquiring and maintaining potentially duplicative and costly data sets and systems. Until these problems are resolved, duplicative geospatial investments are likely to persist."

COGO noted that the Congressional committee structure also contributes to the inefficiencies in the Executive Branch and provided recommendations for two committees in both the House and Senate

with a direct oversight of geospatial activities that could be logical homes for a geospatial subcommittee. They are the House Committee on Natural Resources or the House Committee on Oversight and Government Reform and the Senate Committee on Energy and Natural Resources or the Senate Committee on Homeland Security and Governmental Affairs.

The Coalition of Geospatial Organizations (COGO) ([www.urisa.org/cogo](http://www.urisa.org/cogo)) is a recently formed coalition of 15 national professional societies, trade associations, and membership organizations in the geospatial field, representing more than 30,000 individual producers and users of geospatial data and technology. The coalition's founding Member Organizations are:

- American Congress on Surveying and Mapping (ACSM)
- American Society of Photogrammetry and Remote Sensing (ASPRS)
- Association of American Geographers (AAG)
- Cartography and Geographic Information Society (CAGIS)
- Geospatial Information Technology Association (GITA)
- GIS Certification Institute (GISCI)
- International Association of Assessing Officers (IAAO)
- Management Association for Private Photogrammetric Surveyors (MAPPS)
- National States Geographic Information Council (NSGIC)
- University Consortium for Geographic Information Science (UCGIS)
- Urban and Regional Information Systems Association (URISA)

The founding Advisory Organizations are:

- National Association of Counties (NACo)
- National Emergency Number Association (NENA)
- Western Governors Association (WGA)
- American Planning Association (APA)

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To view the COGO letter, go to:

<http://www.urisa.org/files/COGO%20Reid%20Pelosi%20Geospatial%20Subcommittee%20final.pdf>

