



Thursday, June 25, 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)

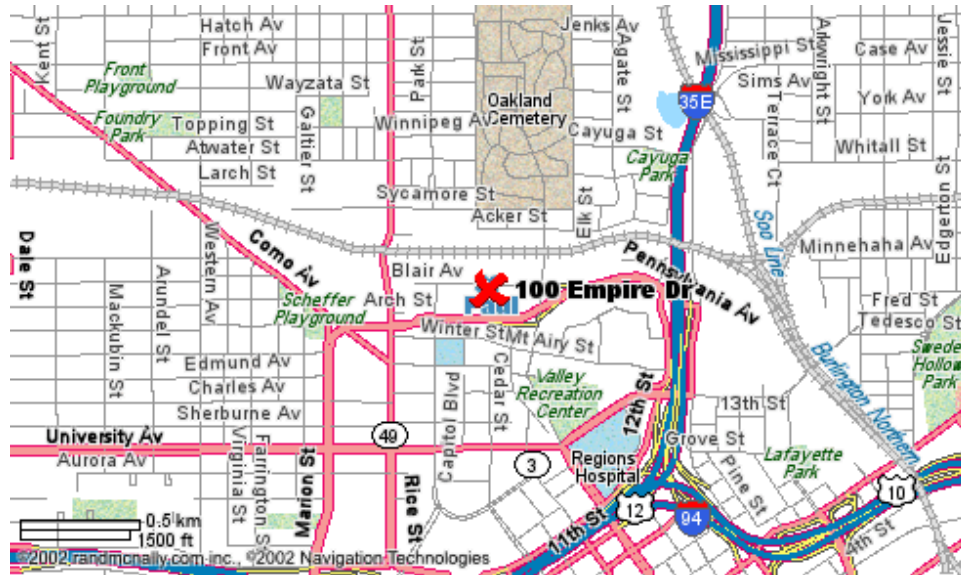
See directory in lobby for meeting room location

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September 10, 2009		
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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:

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

1. CALL TO ORDER

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

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

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

Open Seats: *Business Geographics and Non-Profits*

Support Staff: Randall Johnson, MetroGIS Staff Coordinator

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

2. ACCEPT AGENDA

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

3. ACCEPT MEETING SUMMARY

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

4. SUMMARY OF JULY POLICY BOARD MEETING

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

5. ACTION AND DISCUSSION ITEMS

a) Regional Web Service/Application Solutions– TLW Recommendations

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

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

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

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

b) Regional Address Point Dataset – Access Policy Direction

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

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

Gelbmann expressed concern about modeling the licensure option proposal after the paper-based licensing protocol currently in place for parcel data. Brown stated that Hennepin County is in the midst of developing an "check the box" online liability waiver process that is expected to greatly expedite the current licensing process. Read emphasized that cities want the ability to review address data produced by adjoining cities to ensure consistency, so at a minimum the default address point data license needs to be something like that used for parcel data whereby government organizations are able to have access to the entire geographic extent of the region. The question the workgroup focused on was how to make it possible for those cities who want to offer access beyond the minimum protocol, hence the proposed option to formally allow for open access in a standardized manner.

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

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

Slusarczyk asked how compliance with standards, specifically data completeness and currency, would be policed. Kotz commented that the reason for seeking active participation by address authorities to serve as the official source is that they have a business need for these data and, as such, compliance is not expected to be a problem. Several county members of Committee, who currently oversee similar

operations, concurred. In response to the proposal that County involvement be optional, Slusarczyk added that he would prefer that the counties have a role to oversee quality control. Arbeit concurred that he believes that involving the counties in a quality control oversight role/some form of filter even if no formal authority is involved to require change, will be important to ensure consistency, in particular, if this model catalyzes interest beyond the metro area.

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

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

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

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

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

c) Mn D2E Functional Transformation Recommendations

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

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

d) GIS Demonstration for April Policy Board meeting

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

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

Postponed to the June meeting due to lack to time.

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

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

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

Motion carried, ayes all.

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

Postponed to the June meeting due to lack to time.

6. **PROJECT UPDATES**

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

7. **INFORMATION SHARING**

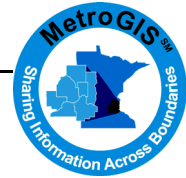
There was no discussion of the items presented in the agenda materials.

8. **ADJOURN**

The meeting adjourned at 3:00 p.m.

Prepared by,

Randall Johnson, AICP
MetroGIS Staff Coordinator



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 Recommendations
DATE: June 8, 2009
(For June 25th Meeting)

INTRODUCTION

The Technical Leadership Workgroup is requesting Committee approval of funding for *three* project proposals, totaling \$35,000, to address shared application/web service needs defined in workshop last November. The Committee’s recommendation will be forwarded to the Policy Board for its consideration at the July meeting.

In its discussion related to Agenda Item 5c, the Committee is also asked to determine if any of these new projects should have a higher priority than any of the current 2009 work program objectives, in the event any competing resources are involved.

BACKGROUND

1. On November 20, 2008, MetroGIS hosted a forum entitled “*Geospatial Applications and Web Services Needs Forum*”. The purpose was to act on a 2008-2011 MetroGIS Business Plan objective that calls for seeking collaborative solutions to application/ web service needs that are recognized by multiple, cross-sector organizations. Several such high-priority needs were identified:

- USPS address verifier**
- Statewide geocoding service
- Best image service**
- Feature services for all data**
- Critical Infrastructure data service
- Jurisdictions at point / Government services finder**

A summary of the forum and the general direction received can be viewed at

[http://www.metrogis.org/teams/workgroups/shared_app/forum_1-24-08/08_0527%20Workshop %20Summary.pdf](http://www.metrogis.org/teams/workgroups/shared_app/forum_1-24-08/08_0527%20Workshop%20Summary.pdf)

2. At its December 2008 meeting, acting on the findings of the November 20 forum, the Coordinating Committee authorized creation of several new workgroups, each assigned to one of the priorities defined at the November forum (**). The existing Geocoder Service Workgroup was assigned the “Statewide geocoding service” need. The Technical Leadership Workgroup (TLW) also accepted responsibility to synthesize recommendations of these workgroups into a cohesive strategy for the Committee’s consideration at its June 2009 meeting.
3. MetroGIS’s approved “foster collaboration” budget for 2009 allocates \$35,000 for Regional GIS Projects. In the past, a call for project proposals has been made for these funds. For 2009, the Policy Board concurred with the Committee’s recommendation that these funds should be used to act on priorities defined at the November 20 forum. The TLW developed proposal submittal guidelines (see Attachment A) and forwarded them each of the workgroups.

OVERVIEW OF PROPOSALS

Proposals for of the cites priority four priority needs, defined at the November 20 Forum, were received by the TLW from the Geocoder, Best image service, Feature services for all data, and Jurisdictions at point / Government services finder workgroups (see Attachments B-E), for a total ask of \$76,500. The TLW met on June 2 to consider them and craft the recommendation presented herein. The TLW asked for adjustments to some of the proposals (see next section) to reduce the total ask for recommended projects to the \$35,000 in available funding. A summary of the funding requested, relative to that recommended by the TLW, is presented in the table on the following page:

CANDIDATES FOR 2009 REGIONAL GIS PROJECT FUNDING

Project Description	Requested Funding	Recommended Funding
<u>Best Image Service</u> - single imagery web service that shows the “best” imagery available (Att. B)	\$20,000	\$15,250
<u>Feature Services</u> – Contest to promote the publishing and use of OGC compliant feature services available for geospatial data (Att. C)	\$24,000	\$0
<u>Proximity Finder</u> - a prototype framework and service that would enable finding the appropriate or nearest government service or jurisdiction for a point based on available government services and jurisdiction data (Att. D)	\$25,000	\$18,750
<u>Refinements to Geocoder Service</u> (Att. E)	\$7,500	\$1,000
	\$76,500	\$35,000

TECHNICAL LEADERSHIP WORKGROUP’S RATIONALE

The rationale for the above-cited recommendation is as follows:

- Given \$76,500 in proposed funding, the TLW focused on projects that it felt would be of the highest benefit to the MetroGIS community AND would be ready to move forward as soon as funding is available. All projects were deemed to be of high value.
- The TLW felt that the feature services contest was the most interesting project and had the potential to bring significant gains to MetroGIS. However, the group agreed that such a contest must be administered and promoted very well or not at all. The consensus view was that MetroGIS would not be ready to proceed with this project in 2009. The TLW recommends that MetroGIS pursue this project in 2010, possibly with state partners.
- The TLW asked the remaining project proposers to consider what they could do with a reduced funding amount to try to still accomplish all three projects with the \$35,000 in available funding. All agreed that they could do significant work with less funding than requested.
 - The Best Image Service project was reduced by 25%, with the difference coming in in-kind services provided by the MGIO (formerly LMIC)
 - Under the TLW recommendations, the Geocoder proposal removes the \$5000 PAGC restructuring request and will receive \$1000 funding toward testing tuning parameters for MetroGIS data used in the Geocoder. The project will ask for in-kind services from the U of M.
 - The Proximity Finder proposal is also reduced by 25% and would move forward with a reduced scope.
- The TLW believes this funding recommendation will provide MetroGIS with the biggest payback for its applications and services funding dollars.

RECOMMENDATION

That the Coordinating Committee:

- 1) Find that each project for which this funding is sought will address an application/ web service need that has value across sectors in accordance with the “shared application needs” objective set forth in the 2008-2011 MetroGIS Business Plan.
- 2) Recommend that the Policy Board endorse the Technical Leadership Workgroup’s recommendation to fund the projects specified herein, totaling up to \$35,000, and constituting of the 2009 Regional GIS Projects program.
- 3) Understand and discuss the idea of a web feature services contest and bring the idea to the Policy Board for discussion.
- 4) Provide any further direction it deems appropriate regarding specific next steps defined in the project proposals (Attachments B-D).

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 25th 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 29th 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 26th 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

MetroGIS Best Image Service Workgroup Report

Workgroup Name: Best Image Service Workgroup

Initial Charge: The defined need is for a single imagery web service that shows the “best” imagery available. The big question is what constitutes “best”. It might be highest resolution, most recent, leaf on, leaf off, etc. Perhaps multiple services will be recommended. How would they be served and who would serve them?

Participants:

Name	Organization	Email
Brian Huberty	U.S. FWS	brian_huberty@fws.gov
Matt McGuire	Metropolitan Council	matt.mcguire@metc.state.mn.us
Alison Slaats	1000 Friends of Minnesota	aslaats@1000fom.org
Bob Basques	City of St. Paul	bob.basques@ci.stpaul.mn.us
Mike Dolbow	MN Department of Agriculture	mike.dolbow@state.mn.us
Brian Fischer	Houston Engineering, Inc.	bfischer@houstonengineeringinc.com
David Fawcett	Minnesota Pollution Control Agency	david.fawcett@state.mn.us
Gordon Chinander	Metropolitan Emergency Services Board	gchinander@mn-mesb.org
John Harrison	Mn/DOT	john.harrison@dot.state.mn.us
Paul Wickman	North Star Geographics	pwickman@northstargeographics.com
Ron Wencil	USGS	rwencil@usgs.gov

Meetings:

First meeting - February 6th, 2009 – no minutes
Second meeting – Thursday April 9th – no quorum
Other communication occurred through email.

Need:

Charge clarification –The Best Image Service Workgroup has the charge of creating a single layer image service with the best image available for a certain extent. This image service is intended only to be a backdrop or reference layer. It would save a lot of development time to have just one single layer image service that could act as an image background in a wide variety of applications at any scale over the whole state (and beyond a county or two). As new image sets are produced, they can be stitched into the existing service.

Applications can continue to point at the same service while remaining blissfully unaware of the additions, or subtractions of image sets, scale thresholds, and layer management. The purpose of this service is to allow an application to point at the single layer image service without having to do any kind of image management, or update the application as new image data sets emerge. Such services currently exist from commercial providers, but they often do not use the high-resolution photography that is available or come with subscription fees.

The Best Image Service Workgroup sees this as one service among three that would be valuable services. The other two services are a collection of image services with all available image datasets, and a container for rapid turn around imagery – such as the imagery captured after the I-35W bridge collapse.

Stakeholders/roles:

1. Governance Team
2. Processor
3. Host
4. Users - Application hosts in the MetroGIS community and ultimately end users of MetroGIS web map applications.

Key issues

Basic Data availability - The imagery data that will support this service exists and is freely available. The keys to resolving this need are to get ongoing commitment from some MetroGIS participants to fill the three roles that will need to make this service

The roles:

- 1) Governance – The role of identifying which image data sets are included or not included in the single layer image service. This group would initially meet once a year.
 - a. Identifying and reviewing newly available imagery datasets

- b. Specifying whether each set is in or out - and available at what scale
 - c. Documenting decisions
 - d. Delivering the decisions to the processor
- 2) Processor–
- a. Acquiring the image datasets.
 - b. Mosaicking them together in the order specified by the governance process.
 - c. Delivering the image set to the host.
- 3) Host – The role of hosting the service.
- a. Receive updates from the processor
 - b. Serving the dataset as a WMS

The key participants would be the:

- A) Governance Team. We see this as being a continuation of this workgroup.
- B) Processor – We see LMIC or its successor as being the best choice for this activity
- C) Host – We see LMIC or its successor as being the best choice for this activity

Initial deployment expectations: The workgroup expects an initial deployment to serve about 250,000 WMS image requests per month.

Options for meeting need:

One strategy would be to host this service on a cloud service provider such as Amazon EC2. However, it isn't clear at this time how much that would cost, or what other issues are associated with that.

Another strategy would be to have a MetroGIS participant process and host the service, based on the recommendations of the governance team. LMIC estimates cost to plan develop, test, implement, and administer the service at **\$20,000**

WORKGROUP RECOMMENDATIONS:

The MetroGIS Best Image Service Workgroup will meet annually to determine which layers are “Best”. The workgroup will identify candidate image datasets, define which image datasets are in the service and at what scale. A preliminary definition of best would be to start with would be a statewide, plus neighboring areas – especially of our three neighboring counties in Wisconsin - image coverage such as FSA 2008 and/or True color landsat imagery to serve as a background. Select image datasets of higher resolution and smaller footprints would be identified to be stitched in at smaller scales.

We will provide this definition of “Best” to the Host and processor. We recommend that MetroGIS consult with LMIC to process and host this “Best Image Service”.

The final product will be based on the defined “Best” set of image datasets, will be processed into a single image layer, and served as a single layer WMS service.

We recommend that this WMS service be available at least in NAD 83 UTM Zone 15 North, but also would like to see other projections if possible, especially Geographic Projection, Spherical Mercator, State Plane (North, South, and Central) and UTM Zone 14 North.

We also recommend that the WMS serve image types of JPEG, as well as PNG and/or and GIF to support transparency.

We recommend funding this project at **\$20,000**. An initial timeline to be followed would be for the Best Image Service workgroup to define “Best” by September 1st 2009, and that the first version of the service is available by January 1st, 2010.

We recommend that this service be updated once a year.

Basically, we want to combine the existing imagery available from the LMIC image service, with the simplicity of the Google Maps Satellite view. This would allow MetroGIS participants to point to a single image layer for many of their web map applications – be they internal, or external, in a wide variety of clients.

This is the best strategy for MetroGIS because it will enhance the existing, popular image service. It will create a single layer that can be added to a wide variety of MetroGIS member web map applications without restriction and without maintenance by the individual participants. In time it will become a core piece of our shared GIS infrastructure.

ATTACHMENT C

MetroGIS Feature Service Workgroup Report

May 29, 2009

Workgroup Name: MetroGIS Feature Service Workgroup

Charge: The purpose of this workgroup is to recommend a response to the need to have OGC compliant feature services available for all geospatial data and to more easily make feature services available in a secured environment. The workgroup also asked that “given that several organizations are already serving WMS and WFS datasets, is this need partially met, or are those services not meeting the need? What else is needed?”

Workgroup Participants:

P = Participant/Advisor, L = Leader/Champion

Name	Organization	E-mail	Role
Gordon Chinander	Metropolitan Emergency Services Board	gchinander@mn-mesb.org	L
Alison Slaats	1000 Friends of Minnesota	aslaats@1000fom.org	L
Brian Huberty	U.S. FWS	brian_huberty@fws.gov	P
Bob Basques	City of St. Paul	bob.basques@ci.stpaul.mn.us	P
Mike Dolbow	MN Department of Agriculture	mike.dolbow@state.mn.us	P
David Fawcett	Minnesota Pollution Control Agency	david.fawcett@state.mn.us	P
Brian Fischer	Houston Engineering, Inc.	bfischer@houstonengineeringinc.com	P
James Bunning	Scott County	jbunning@co.scott.mn.us	P
Jessica Deegan	Metropolitan Council	jessica.deegan@metc.state.mn.us	P
Scott Freburg	MDE	scott.freburg@state.mn.us	P
Sonia Dickerson	MNDOT	sonia.dickerson@dot.state.mn.us	P

Meetings:

- March 6, 2009 (7 people attended)
- May 28, 2009 (4 people attended)
- Additional report review via email

Workgroup Charge

Clarification of workgroup charge

The original charge (see above) asks if this need is a real need since some WMS and WFS are already available. This workgroup confirms that while some datasets are available via WMS and WFS, this is a real need and there is much room for improvement in feature services. This workgroup has focused its response to this need on the following specific issues:

- The identification of currently available image and feature services with the goal of including them in the MetroGIS-funded a service catalog, GeoServices Finder (<http://www.lmic.state.mn.us/GeoServiceFinder/>).
- Outreach to data providers to encourage them to publish their datasets as feature services as well as listing them in a service catalog. Also, outreach to data providers will encourage data producers to output datasets in KML (Keyhole Markup Language), a new OGC format that is widely used by geospatial viewers and web clients.
- The promotion of data services availability. We would like to promote the use of data services by making sure people know the catalog and the services exist. We believe there maybe a group of potential service consumers that do not know these resources are available.

- The clarification of users of feature services. The workgroup was unsure of the full range of users of feature services. We would like to clarify who users are and so their needs may be better understood.
- The clarification of user needs for data content in data services and of user needs for service format. In order to add and improve data services, the workgroup would like to learn more about services users need.

Stakeholders

The stakeholders interested in feature services are both data users and data providers and encompass a wide range of types of organization including

- government agencies
- private sector / consultants
- non profit organizations
- public and non-GIS users (we think the need is there from this set of users, but is difficult to quantify)

Relationship to other defined MetroGIS needs and key datasets

The need for improved and expanded feature services directly relates to other MetroGIS needs and datasets. First, because feature services are a now a key, and expected, method of data delivery, they are required to deliver the MetroGIS datasets identified by information needs process. In addition, newer MetroGIS needs for delivering geospatial information via applications will probably rely on data services as a building blocks for application development.

WORKGROUP'S RECOMMENDATION

To meet the needs described above, the workgroup recommends holding a public contest where participants would create Web mapping applications that utilize a minimum number of Web feature services listed in the MetroGIS or LMIC data service catalogs. The use of a competition to promote existing data services and encourage partners to publish new services has been used successfully by the District of Columbia and the US federal government, and new initiatives are going forward in New York, Toronto, Finland and Belgium.

The workgroup proposes that this contest will be a tangible measure of MetroGIS's vision that "*organizations serving the Twin Cities Metropolitan Area are successfully collaborating to use geographic information technology to solve real world problems*".

Specific goals of the contest

- Expand the universe of data published as web feature services and increase the number of service formats/standards that services are published in.
 - Encouragement of data providers to publish their data as feature services and to document it as available through existing catalogs
 - Data providers could be government agencies, but could include other data providers including the private sector.
- Promote the use of MetroGIS (and other) GIS data, and leverage previous investments in DataFinder and GeoServices Finder by making more people aware of the data catalogs.
 - The huge value of GIS data that is created by MetroGIS (and other) participants would be promoted and known by a wider set of people
 - GeoServices Finder and DataFinder already exist as catalogs for data and data services. This proposal would pay for additional population of those MetroGIS-funded resources.
- Refine needs for MetroGIS data, data services and data services formats
 - By requiring entries into the contest to complete an application form, we could ask a series of very specific questions with the goal of obtaining information about the organization and its data needs. Example questions could include:
 - What type of organization are they/what sector do they represent?
 - What function does their organization server?
 - What services that are not currently available would they like to see?
 - How does the free access to this data help their organization? Can this be quantified as a \$ savings?
 - How does their application help the Twin Cities metro area, its citizens and economy? Can this be quantified?

- Obtain useful and new applications based on GIS data
 - By requiring entries to submit their code, MetroGIS could realize a huge benefit in applications that are based on GIS data that could never be accomplished on their own. For comparison, the first Apps for Democracy held in Washington DC contest yielded 47 web, iPhone and Facebook apps in 30 days - a \$2,300,000 value to the city at a cost of \$50,000.
 - We may receive submission of applications that use GIS data in revolutionary ways that have not yet been thought of by the MetroGIS community.
 - We would require submission of source code data as a requirement of the contest, so application could be evaluated for meeting ongoing MetroGIS needs and used as needed.

Key participants & Use of existing resources

As partners in this solution, we anticipate using existing MetroGIS-funded resources as key participants for success.

- GeoServices Finder and DataFinder already exist as catalogs for data and data services. This proposal would build on these existing resources with the intention of adding additional content.
- Some data producers may not have the capacity to host a feature service of their data. We propose these options as a solution:
 - DataFinder already exists as mechanism for distribution of GIS metadata and data (see: <http://www.datafinder.org/help/index.asp#contribute>). We would encourage data producers to work with DataFinder staff to serve data as data services as
 - Other partners maybe available via existing relationships, such as joint powers agreements, that may allow one organization to host services for another.

Costs

We recommend funding this project at **\$24,000** and recommend using a Request for Bids process to allow the workgroup to clarify the scope of the project and to minimize burden on responding bidders.

We anticipate the rough breakdown of costs to be as follows:

%	task
20 %	outreach – to populate service catalog with existing services and to provide outreach to encourage other services to be created and cataloged
70 %	administration of contest (including setup, rule creation, judging, legal considerations etc.), collection and summary of needs collected as part of competition; collection of application code from contest.
10 %	content prizes

An initial timeline to be followed would be as follows:

- Outreach – Fall 2009)
- Contest Set up – Fall/Winter 2009
- Contest – early 2010
- Contest wrap up (summary of entries, code collection etc) – Spring/Summer 2010

References:

Other similar contests:

1. Apps for America – competition to use data available at data.gov.
 - <http://sunlightlabs.com/contests/appsforamerica2/>
2. Apps for Democracy
 - General site: <http://www.appsfordemocracy.org/>
 - all apps created are here: <http://www.appsfordemocracy.org/application-directory/>

ATTACHMENT D

MetroGIS “Proximity Finder” Workgroup (AKA “MetroGIS Jurisdictions and Government Services Finder”)

MetroGIS Technical Leadership Workgroup
06/01/2009

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.

- **WorkGroup Name:** “Proximity Finder” (AKA “MetroGIS Jurisdictions and Government Services Finder”)
- **Charge:** Two needs were defined that are very closely related. One is for a web service that would list all jurisdictions that apply to a particular point (e.g. city, county, school district, voting precinct, watershed district, etc.). The second is for a web service or application that would find the appropriate or nearest government service based on a particular location (e.g. where do I apply for a permit, get a driver’s or fishing license, vote, etc.). Many other needs are related to these two fundamental services. This workgroup would further investigate these needs and recommend next steps, which might include public/private partnerships or prototype development. See slide 17 here for more information about related needs http://www.metrogis.org/teams/cc/meetings/08_1210/5d_CC_Presentation_Final.pdf
- **Participants:** Bob Basques, Jessica Fendos, Joel Koepp, John Carpenter, John Slusarczyk, Paul Wickman, Peter Henschel, Steve Jakala, C Riley.
- **Meeting Dates:**

Jan. 20th 2009.

Basic core principals and functionality desired were hammered out in the initial meeting and the beginnings of a specification list were drafted. Pros and Cons of different strategies for proceeding with the Workgroup's charge of defining a “MetroGIS Jurisdictions and Government Services Finder” specification were discussed.

Attendance: All members

Jan. 28th 2009.

The first draft of this document was discussed with fine detail be added with regard to what types of service classifications would be needed as well as what type of infrastructure required to develop and build out the prototyped service(s) for MetroGIS users needs.

Attendance: Bob Basques, John Carpenter, Joel Koepp, Steve Jakala

Feb. 11th 2009.

This meeting focused on possible future funding other than from MetroGIS for long term sustainability. The consensus was that with initial funding coming from MetroGIS, that follow on funding opportunities would be much more feasible to pursue. Some tuning of the Specifications in this document were also applied.

Attendance: Bob Basques, Jessica Fendos, John Carpenter, Joel Keopp

There were also numerous email exchanges during the early phases of the workgroup document compilation by all members.

2. **Descriptive analysis of the problem/need.** Include the following:
 - a. Any clarification of the workgroup’s charge based on input from stakeholders.
 - In order to meet the needs for the two services/applications – Jurisdictions at a Point and Government Services Finder – MetroGIS must focus on both the data coordination aspect and the spatial analysis and reporting aspect. The Proximity Finder workgroup recommends creating a prototype framework that will address both aspects.

- A proximity search utility is exactly that, a method for finding something based on its proximity to something else. At its simplest, it might take the form of a mapping interface such as Google Maps that use this functionality to find things based on location, within a particular area of interest. Setting up a Google like mapping interface to build out a similar searching system requires some forethought. Applying the mapping methods of lookup to Jurisdictional and Government users is a bit trickier as well. The items being published and searched for by the average user related to Government and Jurisdictional issues requires some rather specific data types and handling that usually fall within the domain of the particular data steward or custodian.
- What follows is a proposal to implement a point based query framework for searching against government and jurisdictional authorities' data-sets that allows for the generation of both a Map based view as well as a simplified data reporting display.
- b. Who are the main stakeholders (users, data owners, etc)?
 - The stakeholders involved are two fold, there are those (system) users that want to harvest the data, or get a list of jurisdictional boundaries that encompass a user supplied point and there are the data owners or publishers that will provide the data to harvest.
- c. How does this need relate to other defined MetroGIS needs and key datasets?
 - By applying a standard method for the data provider to publish their holding within a spatial context, the resulting metadata records (required for publishing) will be set up to auto-populate (as much as possible) many existing MetroGIS systems (and others) such as the Service Data Broker, DataFinder, Metadata Catalog(s), Coordinate conversion tools (Used for reprojecting the results for various users, both Web Based and DeskTop application based, Some datasets will also blend into the new PlaceName GeoCoder being proposed.
- d. What are the key issues to resolving the need? Include all of the following that apply:
 - i. basic data availability
 - Data publisher and maintainer will need to be identified for each type of data provided.
 - ii. technology/software needs
 - Each Provider will need to be able to transactionally edit and/or update their published dataset. Some owners will have sufficient resources to do this on their own while other will not. An independent system will likely be required for the have-nots, at least initially. This independent system will provide a data repository as well as editing capabilities, either via file transfer or by connecting to already existing services.
 - iii. custodian, personnel, or hardware/server needs
 - Each Provider will need to be able to transactionally edit and/or update their published dataset. Some owners will have sufficient resources to do this on their own while others will not. An independent system will likely be required for the have-nots, at least initially. This independent system will provide a data repository as well as editing capabilities, either via file transfer or by connecting to already existing services over the web.
 - This will require a Web based Service with access by each data owner, even if they are just managing the appropriate pointers to their own data systems.
 - HARDWARE Specifics: Web Based Server, Companion Database for storing data-sets and providing transactional access to the data as well as tracking ownership and authentication tasks.
 - Personnel: Web server custodian, Database custodian, hosting provider. Outreach / Presentation manager, Note: some listed items can be handled by more than one person.
 - iv. policy issues
 - Many of the tasks related to build out, will require remote access to the host provider. There may be issues with basic setup and tools provided on the web service. With this in mind, the recommendation would be to utilize a prototyping environment that is workgroup controlled, and to move the service to an approved Production environment upon completion of the build out.
 - Data licensing issues will need a thorough review. The intent would be to make the services as free of licensing encumbrances as possible.
 - v. maintenance/long-term support issues
 - Ideally services of this type will need to remain in place over the long term, on the order of years, to facilitate outreach efforts, and build on currently available data-sets with an eye towards adding new data-sets over time.

The Workgroup is proposing the

- a. Who would be the key participants and what do you see as their roles?
 - The existing workgroup members would continue to administer the project during the development cycle.
 - There are expected aspects that will need to be contracted out during the course of development.
 - A yet-to-be-named organization would administer the end product in a production environment.
- b. Why is this the best strategy for MetroGIS?
 - It presents the project in a manner for continuous review by MetroGIS as an organization by keeping the development process open and flexible.
 - It allows for quick turn around on feedback and enhancement items that will arise during development cycles.
 - Feedback and enhancement items related to prototyping can be handled in a streamlined fashion with a centralized web location for all participants to access.
 - Many of the development tools put into place for this project will be reusable for other MetroGIS projects into the future, consequently it provide Metro GIS with the most bang for the buck.

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.
 - The end product will:
 - Allow the typical Web user to retrieve data related to a point based on the point being within a jurisdictional boundary.
 - Allow jurisdictional data publishers to add their boundary related information to a seamless Metro (and beyond) map layering system for use by the aforementioned web users.
 - Allow for the data retrieval to be displayed in a Mapping context, as an “Identify” option, with a templated HTML output inside of the mapping interface
 - Allow for the data retrieval to be XML based for reuse by user both web based as well as desktop based.
 - Potential output format conversion based on the previous output options, will include KML, WFS and WMS to name a few.
- b. **Amount of funding requested** and any time constraints that may exist for using the funding.
 - **\$25,000 (Revised to \$18,750).** All time lines described in the proposal are based from a funding award date forward. The deliverables described would be delivered within 12 months from award.~~All time lines described in the proposal are based from a funding award date forward. There are no time limits being imposed by the submittal.~~
- c. Any **existing sources** of this product or service (e.g. off the shelf product exists).
 - Partial build out of a similar product already exists. This product was designed to provide field support to the Red River Flooding operation this past spring. This code is currently in the public Domain, and can be leveraged to build out a significant portion of the “ MetroGIS Jurisdictions and Government Services Finder”. This application can be demoed by the Workgroup to MetroGIS if needed to provide a better understanding of the final product capabilities.
 - Some Example end product features can be sampled from these links that were volunteered at one of our workgroup meetings. These links demonstrate a Mapping UI for the type of interface to be defined:
 - User interface Example Service:
 - <http://gis.co.scott.mn.us/ProximityFinder/scotttest.html?address=600%20country%20trail%20east,%20jordan&radius=15000>
 - Data feed – XML Example Service:
 - <http://gis.co.scott.mn.us/XYWebservice/XYQuery.aspx/FindXYData?lat=44.688061&lng=-93.508962&radius=15000>
- d. **Other information relevant** to the funding request

- Work is already underway to secure follow-on funding for maintaining such services as the “MetroGIS Jurisdictions and Government Services Finder” beyond the MetroGIS build out funding stream and well into the future.
- Some discussion has also gone into possibly administering a production service in a community driven and collaborative fashion as well. This could easily offset the longer term funding required to maintain such services.

Project Details – Revised for \$18,750 funding amount

Service Definition:

A service of this type should take in a request via the Web and reply back to the client with a data chunk such that there is enough information in the data chunk to display the results in a spatial fashion. A mapping interface like Google Maps comes to mind.

A user interface of some sort would ideally also display mapping information in order to generate a proximity request based on a location that the user defines.

A client may also desire to have an automated request structure, that may or may not require a user interface but is machine generated. The same sort of description should also be applied to the results that are rendered by the service.

Outputting the results should be set up to handle both styled map based and textual database driven requests. XML and Raster image output will be prototyped first, with other formats to follow, such as KML and Spreadsheet (Excel) formats.

The Service components (Prototype): **PostGIS/PostgresSQL** for storage and query, **MapServer** for image and query result formatting.

Client components (Prototype): **GeoMoose** for end user visualization and query making.

Data Classification(s):

Data that will be searched against for the proximity results will need to be classified to some degree. This is based on the idea that there will be many owners/custodians of the same sort of data but with differing types of storage structures. Having many data owners publishing spatially neighboring data will dictate that some sort of classification system be instituted. In the prototyped version of the interface.

Visualizer:

With the proper setup of services, the choice of visualizer for both making requests and returning a result are many and varied. With standardized data output identified and implemented with this new service, there is a great deal of flexibility in what client application(s) can access the service. This proposal will utilize the GeoMoose Client framework as the data visualizer for the prototype/proof of concept.

Input:

Spatial data (file) uploading will be required to keep the datasets up to date over time. The mechanics of uploading the data by the data authorities needs to be an integral part of the data maintenance system. The basic capabilities required are:

5. Upload a spatial file (SHP files will be used in the prototype)
6. Storage schema assignment of data.
7. Assignment of the dataset to an author (upload authority)
8. Metadata entry for the spatial file. (Ties into the existing data finder mechanism(s))
9. Visualizer / Validator. (A method for the user to check the validity of the data uploaded, does it display and

are the attributes accessible for searching.

Output:

The standardization of the service output will aid in making the service very flexible and reusable to a wider audience. The prototype version will be set up to output XML as a raw format from PostGIS. There will also be a MapServer raster output service working in tandem with PostGIS.

Optional output formats (future): KML, spreadsheet (excel), HTML (via MapServer)

Some Example Services offered up by the workgroup. These are intended as proof of concept and further work is required to make such a system flexible in both the submittal and maintenance processes regarding service upkeep over the long run:

User interface Example Service:

<http://gis.co.scott.mn.us/ProximityFinder/scotttest.html?address=600%20country%20trail%20east,%20jordan&radius=15000>

Data feed – XML Example Service:

<http://gis.co.scott.mn.us/XYWebservice/XYQuery.aspx/FindXYData?lat=44.688061&lng=-93.508962&radius=15000>

Catalog (initially):

A number of layers shall be included in the prototype version of the service, based on donated datasets from around the Metro area, from a variety of jurisdictional and government sources. Each of these layers will need to be classified by type of jurisdiction. Suggested initial classifications:

- State
- County
- Municipal
- Commercial

Possible future added classifications: Utilities, Schools, Hospitals, Emergency Service areas.

Data Responsibilities:

Each layer of information in the catalog will need to be assigned a data custodian. The responsibilities of the custodian will be:

- Custodial duties related to the upkeep of the dataset, including metadata.
- Cartography aspects (at minimum in a basic form)
- Acting as Contact (listed in metadata) for end users.

Operational requirements:

Database: PostGIS/PostGresSQL,

Visualizer (Proto): MapServer, GeoMoose,

Versioning: SVN,

Custodial data access: WebDAV (for shared administration access)

Data storage: Shared Co-Location space for CPUs, Internet connection, Part-time administrator.

Other Metro(GIS) project tie-ins for Proximity Finder:

- Service/Data Broker,
- DataFinder.

- [Metadata catalog.](#)
- [Coordinate convertor.](#)
- [Geocoder](#)

Recent work related to build out of the “Proximity Finder” functionality:

The recent Red River Flooding spurred some partial development of the Proximity Finder functionality in the form of a point-and-click map based interface that linked together PDF documents (pre-Built PDF maps) to a polygon (or in other terms, a jurisdictional boundary) for the retrieval of all documents pertaining to the area of interest selected via a user supplied point on a map.

This core functionality is already in place and functional on the SharedGeo (www.sharedgeo.org), a non-profit company, website and provides an excellent starting point for further development. Our workgroup can give a short presentation on the current functionality and how the work that's already gone into it can be leveraged to build out the “MetroGIS Jurisdictions and Government Services Finder” functionality.

SharedGeo has expressed interest in building out a prototype product as described here and initially hosting the service during build out and user feedback rounds of development. SharedGeo can also facilitate in the transfer of the final developed service to any MetroGIS designated web service provider.

Costs:

We recommend funding this project at \$18,750. A suggested development time line would be to finalize details related to deliverables not more than two months after project commencement. The follow-on development cycles will include at least two rounds of MetroGIS tester feedback. And a period of general MetroGIS user feedback. Lastly some form of outreach process in the form of presenting the functionality to potential community users via formal presentations, the content of which, still needs to be defined.

Deliverables:

Expected Deliverables:

- A web based Mapping service prototype that would allow a Web user to pick a point and have returned to them all information (published by the jurisdiction holder) for that jurisdiction of interest.
- A XML data feed specification for adding future additional jurisdiction datasets to the service.
- A web service prototype for the publishing (mashing up) of the XML data for application developer use.

ATTACHMENT E

Geocoder Workgroup Report

5/29/2009

prepared by Nancy Read (nancread@mmcd.org, 651-643-8386)

1. **Workgroup name – Geocoder Workgroup**

Charge – provide a Web Service that uses MetroGIS endorsed parcel and street datasets (and address points when available) and a landmark/point-of-interest dataset (source to be determined) to take a request from an application (address, intersection, landmark/point-of-interest name) and return a set of likely matching addresses and locations, and provide open-source code for others (in Metro or elsewhere) to set up their own geocoder services for in-house or external use.

Participants – Jim Maxwell (TLG), Dave Bitner (MAC), Kent Treichel (MN Dept. of Revenue), Pete Olsen, Chris Cialek, and Jim Dickerson (LMIC), Bob Basques (City of St. Paul), Gordy Chinander (Metro Emergency Services Board), Mark Kotz (Metro Council), and Nancy Read (MMCD, project manager and contact for correspondence, nancread@mmcd.org, 651-643-8386). Additional participants for Landmarks: Matt McGuire (Metro Council), Ron Wencl (USGS)

Meeting dates & attendance, and other sources/consultants used (if any) to develop conclusions reached: Discussions have been online (including PAGC open source development community) and by phone.

2. **Descriptive analysis of the problem/need.**

Geocoder as developed needs a small amount of work on how to set options, add local information to lexicon, and pre-process data sets to provide the high quality results expected by stakeholders, and we would like to improve local documentation. In addition, if the PAGC geocoder software was restructured it would be easier to use with other data formats or to replicate the existing service in other locations (for example, for load management).

- a) Any clarification of the workgroup’s charge based on input from stakeholders? – no change to basic charge.
- b) Who are the main stakeholders (users, data owners, etc)? – We know there are a large number of potential users, and we know that usage has increased to up to 97,000 hits/mo (April 2009), but we don’t know much about specific actual users at this time. MMCD uses the geocoder web service in a production application daily. Other participants are considering switching to this geocoder after certain adjustments are made (see below) and as their own time allows.
- c) How does this need relate to other defined MetroGIS needs and key datasets? – The Geocoder is one of the first examples of a MetroGIS project that delivers a working web service that involves processing on endorsed data sets, not just delivering data. It could be used as a basic part of fulfilling many other potential projects, such as the Jurisdiction Finder.
- d) What are the key issues to resolving the need?
 - Dealing with the subtle workings of getting the Geocoder to perform as expected with our local data sets involves someone having a block of time to define the issues, understand how the data processing choices are set in the programming code, test the effect of different settings on local “problem” addresses, and come up with solutions either through entries in the lexicon, combinations of settings, or working with the programmer to make modifications in the underlying code. In addition we would like to document what would be “best practices” for our local data, to help others that may want to set up an in-house or similar service. It has been difficult for workgroup participants to find a large enough block of time (up to 160 hrs) to fully resolve these technical “tuning” issues.
 - The current PAGC geocoder code requires the underlying data to be delivered in shapefile format, which it then converts to Berkely DB for internal use. Some in the PAGC development community would like to convert how PAGC runs so that it can use data directly from sources such as Navteq or anything in SQLite. This would make it easier for us locally to package our current web service for setting up redundant sites, or to set up automatic updates of underlying data. The full proposal from the programmer to the PAGC development community is available at http://www.deadwrite.com/pagc_restructure.pdf

3. **Recommendation for a strategy & funding** to meet this need.
- a) Hire short-term help that can focus on resolving existing geocoder issues and improve documentation for other potential users. This could be done cooperatively with an organization such as the University of Minnesota and/or a local company. **Estimated cost: \$3500 Revised to \$1000**
 - b) ~~Contribute to PAGC Geocoder open source community efforts to restructure PAGC to work with a wider variety of underlying database structures directly. Contribution would be leveraged by other contributors. Estimated cost: \$5000.~~ Removed for TLW recommendation.
 - c) Why is this the best strategy for MetroGIS? – The above projects not only improve the Geocoder for local users and broaden the user base, but also have potential to leverage public/private/nonprofit/academic partnerships and demonstrate how meeting local needs can have national/international benefits.



TO: Coordinating Committee
FROM: MetroGIS Staff Support Team
Contact: Randall Johnson (651-602-1638)
SUBJECT: 2008 MetroGIS Performance Measures Report
DATE: June 2, 2009
(For the Jun 25th Mtg.)

INTRODUCTION

The draft 2008 Annual Performance Measures Report (separate document), dated May 26, 2009, is presented for the Committee's review and comment. Several recommendations are offered better understand the meaning of the metrics and to enhance the measures themselves.

CONTEXT

The 2008 Annual Performance Measurement Report, as with the previous five annual performance measurement reports, is organized around four outcome statements defined in the MetroGIS Performance Measurement Plan. That plan was adopted by the Policy Board in 2002 in conjunction with its adoption of the 2003-2005 MetroGIS Business Plan. For the Committee's information, a MetroGIS project launched this May (Agenda Item 6c) is tasked with updating MetroGIS's performance measures to align them with the outcomes defined in the 2008-2011 MetroGIS Business Plan.

MAJOR PERFORMANCE MEASUREMENT FINDINGS AND CONCLUSIONS

Eleven performance measures are used to measure progress towards achieving four major outcomes defined in the above-referenced plan. With this annual report, data are available for a six-year timeframe from which to evaluate progress. Trends are pointed out and conclusions about those their meaning are offered, Recommendations are also offered to ensure MetroGIS strives to remain relevance to changing stakeholder needs.

A summary of major findings and conclusions follows listed according to the four major outcomes noted above. More detailed analysis presented in the actual annual report.

1. Ease of Data Discovery and Access

- Data **discovery** events **increased by 29.5 percent** from the previous year, while conventional **downloading of data decreased by 11.3 percent**.¹
- **Accessing data via web services increased in excess of 130 percent** from 2007, up to 140,461 hits during this reporting period.
- **Searchable metadata** records and **downloadable datafiles** posted on DataFinder both **increased by 7 (3.7 percent) and 13 (7.8 percent)**, respectfully.
- **Use of the endorsed socioeconomic web resources page has increased over six-fold in the past two years and is up 213 percent this period** from 4,275 in 2007 to 9,124 in 2008 . This result supports a policy statement made in the 2008-2011 Business Plan that addressing shared information needs often involves securing data and an application(s) to query against those data to answer a particular question(s).
- **One new web service (Regional Geocoder - <http://www.metrogis.org/data/apps/geocoder/index.shtml>) became operational**.²
- **GeoServices Finder (<http://www.lmic.state.mn.us/GeoServiceFinder>) became operational**.²

¹ Upgrading of the DataFinder Café's software platform occurred shortly after this reporting period closed. Incompatibilities in customized Cafe functionality (bundling of metadata with the datafiles) and the new software platform caused Café's downloading function to malfunction. The vendor had not found a fix as of this writing – a topic for the 2009 report.

² Although a formal regional policy statement was not adopted by the Policy Board for either the newly launched Regional Geocoder Service or the GeoServices Finder application, both are MetroGIS projects for which the MN Land Management Information Center (LMIC) has accepted custodial responsibility and each became operational during this reporting period. Development of the corresponding statements of regional policy was under development as of this writing.

Conclusions/Suggested Action:

- a) The decrease in downloading of datafiles via FTP and Café is likely attributable to these data also being available in the form of web services. Unfortunately, the nature of web services does not permit a direct comparison with data download activity because each pan, zoom, etc. request of a web service results in a refresh which, in turn, is counted as another download.

Users of DataFinder should be surveyed to:

- (1) Investigate their preferences concerning accessing data conventionally (FTP and Café) versus via web services.
 - (2) Better understand how to interpret the meaning of the metric data obtained for web services relative explaining the decrease experienced in conventional data downloads.
 - (3) Assist MetroGIS leadership better understand how to interpret web service activity in ways that are important to measuring performance toward desired program outcomes.
- b) During in progress 2009 Performance Measurement Plan Update project, work with Mn LMIC to **define metrics they can support for GeoServices Finder and the Regional Geocoder Service** that provide useful information for MetroGIS leadership's oversight of these services.
- c) Use the in progress 2009 Performance Measurement Plan Update project as a platform from which to **define an effective means to integrate metrics related to regional data and regional application solutions** and a means to report these measures for purposes for evaluation.

2. Data Currency and Usefulness (Endorsed Regional Data Solutions)

- All **endorsed regional data solutions** were **maintained to the specifications** established by the MetroGIS community.
- “**Endorsed regional data solutions**” comprised **26.9 percent of the total downloads** in 2008, which is **down 1.2 percent from 2007** and down 3.7 percent from the six-year average.
- Download events for the regional **County & Municipal Boundaries and Census Geography** solutions **increased 10.1 and 22.0 percent**, respectfully.
- After reaching their highest volumes recorded in 2007, download events the **Regional Parcel and Street Centerline** datasets both experienced **substantive decreases** in 2008 (parcels down 19.3 percent and street centerlines down 48.1 percent).
- Downloads of the regional **Planned Land Use** dataset have **decreased** continuously since 2003, with a decrease of 7.2 during this reporting period.

Conclusions/Suggested Action:

- a) Support resources were not available during this reporting period to **document the frequency of downloads for the eight endorsed datasets relative to downloads of the other 200+ datasets via DataFinder**. In the past, most of the endorsed datasets were in the top 10 in total download activity. **An effective way to capture the data needed to monitor this measure** should be investigated in the in progress Performance Measurement Plan Update project and, if practical, produced as an addendum for the subject 2008 report.
- b) In addition to investigating the impact of web services in the decrease in conventional downloading of data suggested in Category 1, above, a larger concern may be playing out if the decrease in downloading is due to the datasets no longer meeting user needs. An evaluation/**survey of user preferences** is suggested to help better understand user needs and ensure that these regional solutions meet changing user needs. This survey should include regional applications and as well as regional data solutions.

3. Internal Efficiencies, Level of Cooperation

- An **increase of one additional custodian organization (from 10 to 11)** and an **increase of two** in the number of distinct primary and regional **custodian roles (from 23 to 25)** carried out by the 11 stakeholder organizations occurred during this reporting period for regional solutions to shared geospatial needs.
- The number of **organizations** utilizing DataFinder to **publish metadata (18)** and / or actual **publish actual geospatial files (10)** remained the **same as last year**.

Conclusions/Suggested Action:

The lack of change in the number of organization utilizing DataFinder to publish data is likely related to less outreach during the reporting period. **An increased emphasis on outreach efforts** should be pursued to encourage data producers, who are not currently taking full advantage of the existence of DataFinder to consider using it (or increasing their use). Combining this outreach activity with pending efforts to better define public value created via MetroGIS's efforts is suggested as part of the proposed update of the Performance Measurement Plan is suggested. In so doing, availability of existing data holdings could more broadly understood, hopefully resulting in increased leveraging of existing resources.

4. **Decision Making, Service Delivery**

One new testimonial of benefit received from MetroGIS's efforts was competed during the 2008 reporting period. The subject organization was 1000 Friends of Minnesota.

Conclusions/Suggested Action:

- a) **User testimonials** of value gained from MetroGIS's efforts should **continue to be developed**. They are presently the only method available to assess MetroGIS's impact on improvements to its stakeholders' internal organizational effectiveness and efficiency.

- b) In addition to documenting benefit received, MetroGIS leadership should also consider encouraging key stakeholder communities (e.g., cities) to **identify needs** they have **which require a community approach** to effectively address.

RECOMMENDATION

That the Coordinating Committee, modify ,as desired, and:

- 1) Accept the MetroGIS 2008 Performance Measurement Report, dated May 26, 2009.
- 2) Accept the findings and suggested actions that are presented in the annual report and summarized herein.
- 3) Recommend that the Policy Board approve the 2008 Annual Performance Measurement Report, dated May 26, 2008.

REFERENCE

BACKGROUND

1. This is the sixth annual Performance Report produced about MetroGIS. The five previous reports can be viewed at http://www.metrogis.org/benefits/perf_measure/index.shtml. Much of the analysis related to MetroGIS DataFinder capabilities and use.
2. The Policy Board has requested a performance measures based report on MetroGIS's activities on an annual basis. Presentation of this report has occurred at the Board's January meeting in the past. To accommodate this schedule, an October 1 to September 30 time frame has been used.
3. For the five years prior to 2008, staff had captured performance measurement data on a monthly basis and shared one or more anomalies (positive and troubling) with the Coordinating Committee on a quarterly basis for insight into possible causes and for direction as to any desired changes in policies or procedures. This insight was, in turn, incorporated into the annual Performance Measurement Report. Due to lack of support resources during the 2008 reporting period, quarterly reporting was not possible.
4. A project was launched late May 2009 to update of the Performance Measurement Plan, adopted in 2002, This Plan provides the foundation for annual performance measurement reporting. The goal of the Plan update process is to modify the measures to provide consistency with the outcomes defined in the 2008-2011 MetroGIS Business Plan.



TO: Coordinating Committee

FROM: MetroGIS Staff Coordinator
Contact: Randall Johnson (651-602-1638)

SUBJECT: 2009 Program Objectives – Mid-Year Evaluation of Priorities

DATE: June 2, 2009
(For the June 25th Meeting)

INTRODUCTION

The Coordinating Committee is asked to work priorities for the remainder of 2009 to:

- Accommodate opportunities and needs identified after the 2009 work program was adopted. In particular, projects for which MetroGIS project funding is sought (see– Agenda Item 5a).
- Compensate for resource limitations that were not anticipated when the 2009 priorities were adopted.
- Be responsive to a survey of MetroGIS stakeholders called for in the 2008 Annual Performance Measurement Report (Agenda Item 5b).
- Be responsive to a preference of the new Policy Board leaders to share MetroGIS’s story with more non-traditional users and achieve a deeper understanding among leadership of key stakeholders.

The originally-adopted work priorities are listed in Attachment A. Refer to the Reference Section for major assumptions about program resources and for a summary of a meeting held on May 29 with the new Policy Board leadership, at which their preferences for broader outreach activities were noted.

The Committee’s recommendation will be forwarded to the Policy Board for its consideration on July 22.

OVERVIEW – PROGRESS ON 2009 WORK OBJECTIVES

Twelve major program objectives comprise the 2009 work plan that was adopted by the Policy Board at its January 2009 meeting. The status of work on each of these objectives follows. See Attachment B for a summary status report and Attachment D for detailed information, including impediments encountered that have affected progress.

- In Progress
 - Sustain traditional “foster collaboration” support activities
 - Shared needs for applications and web services (Agenda Item 5a)
 - Execute the Next-Generation Street Centerline Data Access Agreement
 - Update Performance Measurement Plan
- Limited Progress
 - Secure Technical Coordinator and technical administrative resources
 - Streamline Data Access for Emergency Responders
 - Establish working relationships with adjoining jurisdictions
 - Implement a Regional Address Points Dataset
- No Progress
 - Adopt Leadership Development Plan
 - Plan to ensure obstacles to data sharing do not materialize
 - Pursue implementation of a more fully developed geographic data, applications and services broker
 - Explore methods for Enhancing Trust and reliability of shared services

CONSIDERATIONS - REGARDING THE SETTING OF REVISED PRIORITIES

Technical-Related Projects:

Three projects are proposed for funding as 2009 MetroGIS Regional GIS project. These projects each are components of the top priority “*Shared needs for applications and web services*” (#3) work objective defined for 2009. All of them will involve workgroups to be overseen by the Technical Leadership Workgroup. This situation calls for the Committee to be explicit about priorities for the Workgroup’s attention in case the new projects compete for resources associated with any previously established 2009 priorities.

As such, the Committee is encouraged to consider postponing work on #8 *Pursue implementation of a more fully developed geographic data, applications and service broker* and #9 *Explore methods for Enhancing Trust in reliability of shared services* to allow the Technical Leadership Workgroup to redirect its resources to oversight of the application-related projects explained in Agenda 5a, if approved. No additional changes in technical related priorities for 2009 are anticipated to accommodate the new projects.

The Committee should also keep in mind, as it deliberates on priorities for the remainder of the year, the impacts of suggested changes on the workload of the Technical Leadership Workgroup (TLW). It is important to remember that the members of this workgroup are volunteers, serving in the capacity of a surrogate Technical Coordinator. If changes in current priorities are desired, the Committee should be decisive as to how it wishes these changes to be reflected in TLW’s responsibilities (Attachment C).

Policy-Related Projects:

Regarding non-technical, policy related projects, once a contract is in place to secure supplemental professional services, which is in progress, support assistance should be able to be offered to assist the “Streamline Data Access for Emergency Responders” workgroup in addition to beginning work on two other priority 2009 objectives - “Adopt Leadership Development Plan” and “Plan to ensure obstacles to data sharing do not materialize”.

Finally, the stakeholder survey called for in the 2008 Annual Performance Measurement report (Agenda Item 5b) should be added to the scope of objective #12 “Plan to ensure obstacles do not materialize” and the preference of the new Policy Board leadership for expanded outreach should be expressly stated as a component of objective #1 “Sustain traditional “foster collaboration” support activities”.

RECOMMENDATION

That the Coordinating Committee:

- 1) Find that the 2009 Work Program should be modified to:
 - a) Place a higher priority on the new shared application projects (Agenda Item 5a) in terms of assigning project management resources than on current objectives #8 *Pursue implementation of a more fully developed geographic data, applications and service broker* and/or #9 *Explore methods for Enhancing Trust in reliability of shared services*, with the qualification of leaving it to the Technical Leadership Workgroup’s discretion as to whether or not the latter two objectives can be worked on in 2009.
 - b) Explicitly incorporate the survey of stakeholders called for in the 2008 Annual Performance Measurement Report (Agenda Item 5b) into the scope of the work for the “Plan to ensure obstacles do not materialize” objective.
 - c) Explicitly call out the preference of new Board leadership for more intensive outreach as component of the current top priority objective “Sustain traditional “foster collaboration” to support activities.
- 2) Recommend that that Policy Board adopt the modified 2009 Work Program presented in Attachment E, which incorporates the above-cited changes.

REFERENCE SECTION

1. Major Assumptions – 2009 Program Objectives

1. MetroGIS's 2009 "Foster Collaboration" function budget that was approved by the Metropolitan Council in December 2008 (\$86,000 in project funds and associated support resources) will continue to be available.
2. The Technical Leadership Workgroup will continue to serve in the capacity of a quasi Technical Coordinator providing support needed to continue to move forward on a range of priority objectives.
3. Agreed-upon roles and responsibilities for support of MetroGIS endorsed regional solutions, which have been accepted by willing stakeholder organizations, will continue to be performed in accordance with expectations.
4. Representatives from key stakeholder organizations will continue to actively participate in MetroGIS's efforts to define and implement sustainable solutions to shared geospatial needs.

2. New Policy Board Leadership

On May 29th, the Staff Coordinator met with the newly elected Policy Board chair and vice chair, Terry Schneider, Mayor of Minnetonka, and Tom Egan, Dakota County Commissioner. They expressed a preference for more presentations to stakeholders to expand understanding of MetroGIS's objectives and services. Specific suggestions were that opportunities should be sought to share MetroGIS's story with more non traditional users, as well as with leadership of key stakeholder interests to deepen their understanding.

3) Pending Supplement Professional Service Contracts

Two contracts are pending to secure supplemental professional support services. One contract is project specific – Address Editing Tool. The other is seeking a multi-year contract with a firm to assist with several policy-related needs (e.g., Adopt Leadership Development Plan and a "Plan to ensure obstacles to data sharing do not materialize". Another candidate project include assisting with the update of MetroGIS's Outreach Plan.

4) Progress Assessment - 2009 Program Objectives

In Attachment D, a detailed explanation is provided of the status of work on each of the program objectives endorsed by Policy Board for 2009. This document was included in the Policy Board's April packet to set the stage for considering reevaluation of priorities to accommodate proposals for use of MetroGIS Regional GIS Project funding (**The numbers in "()" following the project titles below correspond to the item numbers in Attachment A.**) An excerpt from the April Board packet follows:

OVERVIEW

Work is in progress on 7 objectives set as priorities for MetroGIS's attention in 2009 (Items # 1, #2, #3, #4, #5, #11, and #14 - see Attachment D). The vast majority of the support for these projects is being provided by volunteers. The members of the Technical Leadership Workgroup 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.

Although important work is being accomplished, equally important work is also on hold for 7 objectives also 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) |

By the time the Committee meets in June, it is anticipated that a contract will be in place with the contractor selected to develop a web-based address editing tool. Once a determination is made that the function to be provided by this tool is possible, which is anticipated to take 3-4 months, work on development of the actual dataset is posed to begin. The Address Workgroup will likely be looked to to devise a strategy for building the actual dataset. Given that this project has been in the works for some time and it has significant ramifications for achieving goals of the Policy Board (e.g., engaging non-traditional stakeholders), work on it should take priority over any newly proposed project(s) that might compete for similar support resources.

ATTACHMENT A

2009 METROGIS MAJOR PROGRAM OBJECTIVES – SUMMARY VERSION (Only Very High And Specified High Rated Activities Area Are Listed) (Adopted 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^(a)
- 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.

^(a) 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 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*)

ATTACHMENT B

STATUS REPORT – 2009 PROGRAM OBJECTIVES: SUMMARY VERSION

2009 Work Priorities	Status
1. Sustain traditional “foster collaboration” support activities	Ongoing to extent support resources permit
2. Pursue implementation of solutions to specific shared needs for applications and web services.	In progress. See Agenda Item 5a. ¹
3. Continue to seek addition of a Technical Coordinator and technical administrative resources to the MetroGIS support team	Limited progress. Changed tactics and pursuing a 3-5 outsource contract with a firm to provide a person(s) to serve as a member of the MetroGIS staff support team as opposed to a staff position. ²
4. Execute the Next-Generation Street Centerline Data Access Agreement	In progress. Internal permission received to pursue the project. Negotiations anticipated to begin in June
5. Streamline Data Access for Emergency Responders	Limited progress. No workgroup activity since January.
6. Establish and leverage working relationships with jurisdictions adjoining the Twin Cities metropolitan area to improve data interoperability with those jurisdictions	Limited progress. No outreach other than via contacts made through ongoing MetroGIS work activities.
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	No progress. Awaiting approval from procurement of a proposed scope of work to include in Request for Bid Proposals – Supplemental Professional Services. ³
8. Pursue implementation of a more fully developed geographic data, applications and service broker	No progress due to lack of a technical coordinator and limited time availability of volunteer Technical Leadership Workgroup.
9. Explore methods for Enhancing Trust in reliability of shared services	No progress due to lack of a technical coordinator and limited time availability of volunteer Technical Leadership Workgroup.
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.	Limited progress. Awaiting drafting of an agreement to retain the firm selected last October to build the address point editing tool. Some progress on access policy. ⁴
11. Update Performance Measurement Plan (measures of public value) to align with the 2008-2011 Business Plan and pursue implementation	In progress. Preliminary discussions with the contractor to clarify objectives occurred in May. Work to begin in June.
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 new Business Plan.	No progress. Awaiting approval to proceed with Request for Bid Proposals – Supplemental Professional Services. ³

¹ The Technical Leadership Workgroup will recommend several projects for funding with MetroGIS project funds at the June Coordinating Committee meeting. It is anticipated that at least some of these projects will be workgroup managed, that is, dependant upon volunteers to be provide much of the support. As such, anticipated support for previously defined priority work objectives could be affected.

² It is believed that this tactic is better suited to seeking funding via multiple sources and easier to accomplish in the current economic climate than creating a permanent support position.

³ Approval of the scope of work had been stalled for a couple of months until recently. A new contract is needed because the contract with Richardson Richter Associates (RRA) expired last December. Similar services, to those provided by RRA, were anticipated to be in place before this time when the 2009 work plan was adopted.

⁴ An contract to retain the contractor that was selected late last year to build a web-based address editing tool has been stalled in legal for several months. The editing tool project must be successfully completed before work can begin on development of the actual regional address point database, also a priority set for 2009

ATTACHMENT C

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.
- Oversight of New App. Workgroups				
<i>Best image service</i>	In progress	1/09	6/5/09	Committee offer action from Wkgrp recommendation
<i>Feature services for all data</i>	In progress	1/09	6/5/09	Committee offer action from Wkgrp recommendation
<i>Jurisdictions at point / Government service finder</i>	In progress	1/09	6/5/09	Committee offer action from Wkgrp recommendation
<i>USPS address verifier</i>	In progress	1/09	6/5/09	Committee offer action from Wkgrp recommendation
<i>Regional landmarks data structure</i>	(On hold)	-	-	A chairperson is needed to launch the group
- Broker/Portal Definition and Implementation	(On hold)	8/08		Insufficient support resources 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)			Insufficient support resources to proceed
- Open Source Licensing	(On hold)			Insufficient support resources 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)			Premature. 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.

ATTACHMENT D

2009 Major Program Objectives – Detailed Status Report June 2009

(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 ^{***} can not be fully achieved without full time support of a Technical Coordinator.)	Lead Responsibility
1. Sustain traditional "foster collaboration" support activities ⁽¹⁾	Very High	Ongoing	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. ** Pursue implementation of solutions to priority shared needs for applications and web services as appropriate for MetroGIS	Very High	In progress	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	Very High	Talks with Metropolitan Council Suspended for Staff Position	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	Very High	In progress	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	Very High	In progress	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. **Establish and leverage working relationships with Jurisdictions adjoining the Twin Cities metropolitan area to improve data interoperability with those Jurisdictions	Very High	On hold <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.	Very High	On hold <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. **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	High	On Hold	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. **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.	High	On Hold	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. **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	High	Phase I: On Hold Phase II: Est. begin dataset development late summer 2009	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	High	In progress	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	High	On hold	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.
Stretch Objectives – Time and Resources Permitting				
13. **Populate metadata for GeoServices Finder, including creation of a template to promote standardization	High	On hold	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.)	High	Intermittent, as time permits	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. **Conduct Peer Review Forums for endorsed regional solutions to shared information needs	High		This activity is related to exploring partnering opportunities with non-government interests (#4 above), which is expected to provide the context for this activity. Insufficient technical and administrative support resources to work on this activity at this time.	
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	Medium		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. **Develop support Plan for DataFinder, which incorporates tactics listed in the Business Plan (a component of the plan to ensure obstacles to sharing do not materialize – Item 11, above)	Medium		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
18. **Make substantive progress to achieve vision for next generation (E911-compatible) Street Centerline Dataset	Medium	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	Medium		Supplemental professional and technical support resources will be needed.	
20. **Create a forum for visioning, coordinating, finding, and funding technical resources for the development and testing of applications and web services.	Low		Insufficient technical and administrative support resources to work on this activity at this time.	
21. **Explore Geospatial Marketplace – (Collaboration Registry/Portal)	Low		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	Low		Policy Board directive July 2007 distinguishes marketing from outreach	
23. Investigate impact of cost recovery on ability to achieve desired data sharing	Low		Identified as a need in Appendix K to the 2008-2011 Business Plan	

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

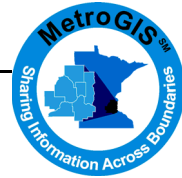
- Identifying and defining shared geospatial information needs. Includes seeking out partnerships with non-government entities that share information needs with government entities that serve the Twin Cities metropolitan area
- Implementing and maintaining relevance of collaborative regional solutions to address shared information needs
- Fostering widespread access and sharing of geospatial data, principally via the www.datafinder.org 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*)

ATTACHMENT E

RECOMMENDED CHANGES TO 2009 METROGIS PROGRAM OBJECTIVES

Work Objectives	Qualification(s)	Lead Responsibility
1. Sustain traditional "foster collaboration" support activities ^(a) . Emphasis for the remainder of 2009 - <i>Expand effort related to "Fostering awareness of MetroGIS's accomplishments and the public value created via its efforts" component, specifically to broaden basic understanding among non-traditional stakeholders and to deepen understanding of leadership for key stakeholder interests</i>	Securing of planned Supplemental Professional Services Contractor to increase time commitment for expanded outreach effort.	Designated Custodians and Staff Coordinator
2. Pursue implementation of solutions to specific shared needs for applications and web services, specifically for remainder of 2009 : <i>(list the actual projects recommended for funding by the Coordinating Committee).</i>	Projects approved and contracts executed before year end	Technical Leadership Workgroup - Mark Kotz, Chair
3. Continue to seek addition of a Technical Coordinator and technical administrative resources to the MetroGIS support team	Change tactic to investigating potential for 3-5 year outsource contract funded by multiple beneficiaries, as opposed to a permanent new position	Staff Coordinator and Technical Leadership Workgroup - Mark Kotz, Chair
4. Execute the Next-Generation Street Centerline Data Access Agreement	Agreement on outcomes in time for attorneys to finish before 12/31.	Staff Coordinator
5. Streamline Data Access for Emergency Responders	Workgroup leadership with time and resources to catalyze required effort	Workgroup and Staff Coordinator
6. Establish and leverage working relationships with jurisdictions adjoining the Twin Cities metropolitan area to improve data interoperability with those jurisdictions	Securing of planned Supplemental Professional Services Contractor to increase time commitment for expanded outreach effort	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 the approved key elements	Securing of planned Supplemental Professional Services Contractor	Staff Coordinator and TBD consultant
8. Pursue implementation of a more fully developed geographic data, applications and service broker	Postpone to 2010 at discretion of Technical Leadership Workgroup if resources compete with #2.	Technical Leadership Workgroup - Mark Kotz, Chair
9. Explore methods for Enhancing Trust in reliability of shared services	Postpone to 2010 at discretion of Technical Leadership Workgroup if resources compete with #2.	Technical Leadership Workgroup - Mark Kotz, Chair
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.	Executing a contract to retain Applied Geographics and acceptance of a distribution policy	Address Workgroup and TLW, Mark Kotz/ Nancy Read Co-project managers, and Staff Coordinator
11. Update Performance Measurement Plan (measures of public value) to align with the 2008-2011 Business Plan and pursue implementation	Ability to defining valuable and measurable metrics.	Staff Coordinator and KLD Consulting
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 new Business Plan <u>and the survey of stakeholders called for in the 2008 Annual Performance Measurement Report.</u>	Securing of planned Supplemental Professional Services Contractor	Staff Coordinator and consultant TBD.

(a) See Attachment A for the listing.



TO: Coordinating Committee
FROM: MetroGIS Staff Coordinator
Contact: Randall Johnson (651-602-1638)
SUBJECT: GIS Technology Demonstration – July 2009 Policy Board Meeting
DATE: June 1, 2009
(For June 25th Meeting)

INTRODUCTION

The Coordinating Committee is requested to agree on a GIS Technology Demonstration topic for the Policy Board's July 22 meeting and a person(s) to present that topic.

The newly elected Policy Board Chair and Vice Chair support continuing the practice of providing the Policy Board with demonstrations of geospatial technology, as a standing agenda topic. They would like these demonstrations, to the extent possible, to: 1) call attention to real world applications that are creating public value and 2) identify geospatial needs that, if met, would provide additional value to the community. Finally, they specifically asked if LOGIS has defined any needs that require resources that currently exceed LOGIS's capabilities. This request was passed along to Ben Verbick of LOGIS.

PREVIOUSLY IDENTIFIED CANDIDATE DEMONSTRATION TOPICS

1. Collaborative Application Development Among Counties: Invite a representative of the collaboration among metropolitan area counties to develop and maintain applications for which they share a need.
2. Regional Geocoder Service: At the January 2009 Policy Board meeting members expressed interest in learning about how the Regional Geocoder Service operates. Impromptu examples provided during the meeting did not appear to fully satisfy their curiosity. Do members have any suggestions to help Board members better understand the utility of this important service as well as help them better grasp the concept of web services generally?
3. Cyclopath: The Cyclopath (http://cyclopath.org/wiki/Main_Page), project for which a grant was received spring 2009 has been suggested by Council GIS Staff as a potential demonstration topic.
4. 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.
5. Council and Counties Coordinated Data Management via Internet - Water quality systems approach to sharing data among the Council and two counties (see Attachment A)
6. 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.
7. 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.

RECOMMENDATION

That the Coordinating Committee:

1. Agree on a GIS Technology Demonstration topic and a person(s) to present that topic at the July 22nd Policy Board meeting.
2. Decide if any of the above-cited options should be removed from consideration and or other options added.

REFERENCE SECTION

PAST POLICY BOARD DEMONSTRATION TOPICS:

- Apr. 2009: Safe Road Map Project – University of Minnesota Connection
- 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 8th 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-county 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: June 2, 2009 (*Postponed from December 2008 and March 2009 Meetings*)
(*For the June 25th 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. 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)
TBD	**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
TBD	** epidemiology - if possible, with a local community-based organization	Non-Profit / Special Expertise
TBD	**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 Dewer? 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: MetroGIS Staff Support Team
Contact: Randall Johnson (651-602-1638)

SUBJECT: Major Activity Update

DATE: June 8, 2009
(For the June 25th 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.

PROJECT SPECIFICS

A) NEXT-GENERATION REGIONAL STREET CENTERLINE SOLUTION

Permission has been received to pursue negotiations with NCompass/TLG as a sole source contractor. The Council's current street centerline data access contract with NCompass (TLG) expires in December. Work on the desired enhancements to the current specifications is in progress. Negotiations are expected to begin in later June or early July.

B) REGIONAL ADDRESS POINTS DATASET – ACCESS/DISTRIBUTION POLICY DIRECTION

At its March meeting, the Committee provided feedback on a data access policy concept suggested by the Address Workgroup and authorized the concept to be shared with the Policy Board for further direction, subject to compliance with the following conditions:

- Explore existing statute. What rules currently exist that pertain to access to address point data and does any entity(ies) currently have a salutatory mandate to collect address point data. (*Response to inquiry to Mn Governor's Council on Geographic Information – no knowledge of existing laws specific to address data An inquiry also made to the Mn Office of Information Policy to assist in this investigation but no response*)
- Present the topics to the Board as issues and opportunities, not as recommendations at this juncture. (*A meeting was held on June 3 with Policy Board Chair Schneider and Member Elkins, the city representatives to the Policy Board, to seek their advice concerning presenting the policy concept o the Board and their agreement to advocate for agreement on a workable policy among address authorities (generally cities). A concept policy framework was agreed upon which they agreed to take the lead explaining to the Board at the July meeting for additional comment. A concept outreach strategy was also agreed upon through which to obtain widespread but-in among cities, again to share with the Board for comment at the July meeting .*)
- Explain how the proposed web application will work with existing address creation operations. Share an expectation for how will the initial dataset will be populated. (*Concur*)
- Arrange for local address authorities to participate in the presentation and state why they believe the proposed regional solution will be value to them. (*Arrangements pending*)

C) PERFORMANCE MEASUREMENT PLAN UPDATE

This project launched in May. KLD Consulting (Kathie Doty, principal) has been retained to serve as the lead support. Ms. Doty was the principal drafter of the current Performance Measurement Plan that was adopted in 2002. This project is expected to be complete by early fall.

D) 2008 REGIONAL GIS PROJECTS

- Address Editing Tool (Technical Leadership Workgroup, Project Lead)
Applied Geographics (Boston) was selected last fall 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. (*See Item B for a related action.*)
- Landmark Names Extension to Geocoder Service (Mosquito Control District, Project Lead)
(*Update requested on June 3.*)
- Mailing Label Web Service (Dakota County, Project Lead)
The project was withdrawn because a contract could not be offered by April.

E) STREAMLINING DATA ACCESS FOR EMERGENCY RESPONDERS

The workgroup has not met since January, awaiting legal direction on topics including.

- 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

F) DOCUMENTING BENEFITS AND ORGANIZATIONAL STRUCTURE FOR CROSS-SECTOR, SHARED POWER ENVIRONMENT

Over the course of three meetings in March and April, the Staff Coordinator explored interest among U of M faculty to foster interest among their colleagues in the academic community to explore organizational/ governance structures appropriate for a cross-sector, shared power environments. Groundwork for this idea was laid during interviews of MetroGIS leadership conducted by Professor John Bryson over the past couple of years. It was agreed that the most practical way to proceed would be to host a workshop for several individuals active interested in this topic area from around the country to explore options. Fall 2009 was briefly considered but since a funding source could not be secured by the time they left the area for the summer, work on the idea has stalled. See Attachment A for a summary of conclusions that provide additional context for the importance of this project.

The Staff Coordinator also met with Professor Laura Kalambokidis, an economist at the University of Minnesota that Professor Bryson suggested as a resource. The meeting was requested to determine if her interests aligned with the expertise needed to quantitatively document benefits realized from a geospatial commons. We agreed to stay in touch as the project concept is refined.

G) LEADERSHIP DEVELOPMENT PLAN

This project is included in the scope of work for a pending Request for Proposals to secure supplement professional services for a variety of MetroGIS support needs. Preliminary approval was received the first week in June. The goal is publish the Request for Proposals by mid-summer. This project is a priority to accomplish 2009.

H) UPDATES FOR SOCIOECONOMIC DATA SOURCES-

Submitted by Will Craig, Associate Director CURA

I have been working hard to add new data sources to DataFinder. This work has been inspired and funded by the Transitways Impact Research Program I briefly describe that program in the Introduction of the attached document (See Agenda Report 7, Item F-4), but more complete information is available at

<http://www.cts.umn.edu/Research/Featured/Transitways/documents/OnePagerProgram.pdf>

I am nominating 9 new data sources and 2 new data categories to our Socioeconomic Resources guide - http://www.datafinder.org/mg/socioeconomic_resources/. They are listed on the last page of the above-referenced document. Amy West (content manager for the Socioeconomic Resources guide) is

looking at the details now.

In addition, we will be replacing the defunct DataPlace reference on the home page with 4 local comprehensive sites:

<!--[if !supportLists]--> ♦ <!--[endif]--> [Twin Cities Compass](#) presents **key indicators** in nine different areas: e.g., economy and workforce, housing, public safety, environment. Disparities are shown across central cities and suburbs, races, etc.

<!--[if !supportLists]--> ♦ <!--[endif]--> [M3D](#) is based on workplace/residence connections, but includes significant other information about economic activity and services across the region and state.

<!--[if !supportLists]--> ♦ <!--[endif]--> [MetroMSP](#) provides GIS-based access to commercially produced data about demographics, businesses, employers, and available commercial properties through user defined searches within the region.

<!--[if !supportLists]--> ♦ <!--[endif]--> [Metropolitan Council GIS Site](#) provides access to an interactive mapping tool with many layers of data available. The site also provides access to Council data and reports about the region and its municipal components.

I) PRIORITY BUSINESS INFORMATION NEEDS AND USER SATISFACTION FORUMS

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

2) Regional Address Points Dataset: (See Item B, above)

3) Emergency Preparedness – Joint MetroGIS and GCGI efforts (See Attachment B)

4) Regional Street Centerline Dataset (See Item A, above)

ATTACHMENT A

CONTEXT

EXPLORING ENHANCEMENTS TO METROGIS'S ORGANIZATIONAL STRUCTURE

The following information provides context for the idea explored in Item F of hosting a forum to explore enhancements to MetroGIS's organizational structure that are capable of overcoming resource and governance limitations inherent in the current structure.

- 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 given similarities with support and governance issues faced by MetroGIS (see next page for a chart that highlights talking points used to explore options for Professor John Bryson. Although reliance upon the Metropolitan 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 Policy 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 resolved to sustain and build upon the collaborative solutions that are in place.

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.

MetroGIS: Current Functions, Public Value Created, Desired Improvements and Contraints to Achieving Desired Improvements

Current Core Functions (2009)		Deliverables/Strategies		High-Level Public Purposes		Public Value Created (Intermediate Benefits)		Preferences / Desired Improvements (Staff Coordinator's ideas to catalyze discussion)		Limitations and Constraints (Staff Coordinator's ideas to catalyze discussion)	
<p>Forum for defining and endorsing collaborative "regional" solutions to shared geospatial needs (Fostering Collaboration) Build once, share many times.</p>	Endorsed regional applications & web services (e.g. geocoder)	Streamlined and standardized data access protocol	Be certain of ability to sustain relevance to changing geospatial needs of the stakeholder community (e.g., able to continue to create public value by achieving effective solutions to shared geospatial data and applications needs)	Inability to secure resources to add a Technical Coordinator to the MetroGIS Support Team	<p>Stakeholders able to more effectively address real world issues important to the citizens of the Minneapolis-St. Paul metropolitan area (Improved decision making)</p> <p>AND</p> <p>Enhanced stakeholder capacity to carry out their respective obligations/functions (Improved cost effectiveness for the taxpayer)</p>	<p>Streamlined and standardized data access protocol</p> <p>Rapid discovery and access to trusted data and web services produced by others (Have data needed, in form needed, when needed)</p> <p>Enhanced effectiveness for cross-jurisdictional decision making</p> <p>Interoperability of framework data (regional solutions) across the region and among the regional solutions</p> <p>Applications and services that address cross sector geospatial information needs</p> <p>Improved understanding by policy makers of value of GIS technology as an essential business tool and benefits of partnering</p>	<p>Have partnerships with non-government interests to improve cost effectiveness of solutions to shared geospatial needs</p> <p>Have organizational structure consistent with managing "service level agreements" in a cross sector environment (e.g. web service dependencies)</p> <p>Secure funding from multiple organizations for on-going "foster collaboration" costs (e.g., cross sector needs assessment, defining solutions, monitoring effectiveness)</p> <p>Demonstrate public value that could be realized if geospatial commons were the norm for framework data vs. continued use of cost recovery policies</p> <p>More fully leverage interdisciplinary, cross-sector know how</p> <p>Achieve widespread political champions (acknowledge public value created) and continued support during transitions in stakeholder leadership</p> <p>Have interoperability of regional solutions with data resources of adjoining jurisdictions</p> <p>MetroGIS is part of an integrated "Minnesota" / "national" organizational structure tied to NSA Operations, as if a virtual enterprise</p>	<p>Limits of relying upon volunteers near, possibly reached, with current participants</p> <p>-Current governance model not sufficient for cross-sector funding. -Difficult to adjudicate complex policy differences via a voluntary, consensus decision structure</p> <p>Shared funding of on-going "foster collaboration" costs inconsistent with current budget policies</p> <p>Outreach resources are limited</p> <p>Need to distinguish "national" from "federal" and "state" from "statewide"</p> <p>Lack of state of Mn policy mandate</p> <p>Lack of national policy mandate</p>			
	DateFinder/GeoServices Finder	More efficient use of resources through reduction of duplicative costs	Have partnerships with non-government interests to improve cost effectiveness of solutions to shared geospatial needs								
	Endorsed regional datasets/ web services	More efficient and effective core stakeholder operations	Enhanced effectiveness for cross-jurisdictional decision making								
	Standards / Best Management Practices	Interoperability of framework data (regional solutions) across the region and among the regional solutions	Applications and services that address cross sector geospatial information needs								
		Expanded participation by users, contributors and jurisdictions adjoining the Twin City metropolitan area	Improved understanding by policy makers of value of GIS technology as an essential business tool and benefits of partnering								
<p>Forum for knowledge sharing</p>	Partnerships in place that leverage available resources	Expanded resource availability through partnering									
	Enhanced understanding of options	Enhanced and broadened understanding of the region	Good coordination occurs and endures								
<p>Linkages with initiatives seeking similar objectives</p>	Improved working relationships and understanding of others' needs										
	Leverage lessons learned elsewhere										
	Catalyze statewide policies needed to achieve local objectives	Leverage resources beyond local area	Part of something bigger								
	Influence state and national geospatial policies										

ATTACHMENT B

Statewide Emergency Preparedness Data Project

June 8, 2009

Below is a brief summary of our FGDC CAP Structures grant activities since my last report.

Best regards,

John Hoshal, LMIC

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Grant Status:

Because of events like the Red River floods, Land Management Information Center (LMIC) staff and Minnesota Governor's Council on Geographic Information – Emergency Preparedness Committee (EPC) members were not able to dedicate the time necessary to complete the CAP grant in the timeframe originally agreed to. In late April, LMIC and the EPC sought and received from the FGDC a no-cost extension of the ending date of the agreement to November 30, 2009.

Notable Meetings:

1. Minnesota Governor's Council on Geographic Information – Emergency Preparedness Committee members and staff from the Department of Natural Resources, Metropolitan Mosquito Control Board and LMIC met in April to discuss a possible joint effort to create a web-based structures maintenance tool. The application(s) could potentially support elements of DNR's Firewise program, the CAP grant and possible MetroGIS initiatives. It would provide data providers/custodians a secure toolbox for verifying, enhancing and adding new structures data.

Presentations:

Though not entirely devoted to the CAP Grant, the grant was identified during these presentations:

4/22/09 – Geospatial Information & Technology Association (GITA) conference, Tampa, Florida. Minnesota Governor's Council on Geographic Information – Emergency Preparedness Committee members Steve Swazee and John Hoshal presented, *“Providing Situational Awareness to the Republican National Convention and Beyond”*.

Other:

1. We continue to assist TechniGraphicS (TGS). TGS has worked with LMIC and other GIS contacts in Minnesota to collect structures data for HSIP Freedom. Freedom data (fire stations, hospitals/clinics, and police stations – 2007 release) will serve as foundational data for the CAP project with subsequent review by local authorities. For more information about HSIP Freedom see:
http://www.nsgic.org/hottopics/hsip_ci_geospatial_data_sharing_program_121806.pdf



TO: Coordinating Committee

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

SUBJECT: Information Sharing

DATE: June 5, 2009
(For the June 25th meeting)

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

A) RFP TO SECURE SUPPLEMENTAL PROFESSIONAL SERVICES

The 2009 MetroGIS “foster collaboration” budget allocates funding to acquire supplemental professional services, to support a variety of project responsibilities, through outsourcing. A draft scope of work for a proposed multiple-year contract was accepted the first week in June clearing the way for work on the required RFP document to move forward. See Agenda Item 5c for the projects planned in 2009 that require these supplemental support services to proceed. The proposed contract would replace the 5-year contract with the firm Richardson Richter Associates that expired this past December. The draft scope will be shared with MetroGIS leadership following the outcome of Agenda Item 5c, involving possible the reprioritization of work objectives.

B) RELATED METRO AND STATE GEOSPATIAL INITIATIVES UPDATE

1. Newly Created Minnesota Geospatial Information Office (MGIO) Operational

Source - GIS/LIS E-News: The Minnesota Geospatial Information Office (MGIO) came into being May 17th, 2009 – the day after the Governor signed the State Agency funding bill into law. The legislation charges MGIO with providing coordination, guidance, and leadership for the state’s geospatial information responsibilities, and with planning the implementation of Minnesota’s geospatial information technology. Over the next few months, the Land Management Information Center (LMIC) will transform into the new MGIO, with LMIC’s budget, staff, equipment and other resources already transferred to the new office.

A State Chief Geospatial Information Officer – a first for Minnesota – will lead the office and will be appointed by and report to the Commissioner of Administration. Key to the success of MGIO will be two advisory boards, one focused on state government and one on the broader statewide community, which will provide advice and recommendations for improving the operations and management of geospatial technology across government. MGIO is the culmination of a lot of work by many people over the years; its creation recognizes the growing importance of geospatial technology and information to the state, as well as the necessity of proactively managing this information.

2. New Statewide Standards – The National Grid and CTU

The Minnesota Governor’s Council on Geographic Information has adopted two new state geospatial standards. For more information, contact Mark Kotz at mark.kotz@metc.state.mn.us or 651-602-1644.

▪ **U.S. National Grid**

The purpose of this state standard is to encourage the use of the United States National Grid (USNG) on all appropriate map products in the state and to specify how the USNG should be presented on maps when it is used.

The USNG provides an efficient way to specify location information at different levels of detail anywhere in the United States. It is based on a universally defined geographic coordinate and grid system. It is intended to improve interoperability across all national jurisdictions especially in crisis situations. It is also intended to help people use location services such as GPS in conjunction with printed maps to find and communicate location information.

See the [U.S. National Grid resources page](#) of the GCGI Emergency Preparedness Committee.

▪ **Codes for the Identification of Cities, Townships and Unorganized Territories**

The purpose of this standard is to provide a single, common coding scheme to identify all cities, townships and Census Bureau-defined unorganized territories in Minnesota. It is intended to be used primarily when data are being transferred between a state agency and some external customer.

This standard provides a set of codes that uniquely identify more than 2700 cities, townships and unorganized territories (CTUs) within the state of Minnesota. These codes originate from the U.S. Geographic Names Information System and are recognized as a formal federal standard. This standard is important to all developers of public databases containing information about cities, townships and unorganized territories in Minnesota. All Minnesota CTU codes are available for searching or download from the [Minnesota CTU Database page](#).

3) Status of Request of GCGI Regarding Recommendations from MetroGIS

Rick Gelbmann, Chair of the Governor's Council on Geographic Information provided an overview of the GCGI's intentions to the Policy Board on April 22nd. See Attachment A for the letter from Mr. Gelbmann that summarizes these intentions. The GCGI committee responsible for developing the recommendations called out in the attached letter are expected to provide an update at the June 24th GCGI meeting.

4) Transitway Data Management Project

See Attachment B.

5) Dakota County – Summer GIS Office Newsletter

The newsletter can be viewed at

<http://www.co.dakota.mn.us/Departments/GIS/Newsletter/Summer2009GIS101MapsAsIndex.htm>.

The article “*Maps, They're Not Just for Directions Anymore*” is well written. The message is important for policy makers to understand going into conversations about return on investment/benefits regarding investments in geospatial technology

6) Protected Lands Initiative

1000 Friends of Minnesota is teaming up with Wilder Research, MN DNR, Embrace Open Space and other organizations to discuss how a protected lands database could be created and maintained. The vision for this project is to work in a collaborative manner to develop a system for tracking and reporting the protection status of natural lands in the Twin Cities metro area. The hope would be that the core of this system would be a GIS data layer that includes “protected” parks and other natural lands, that the dataset would be regarded as high quality and that contribution and use of data would be by a wide range of agencies, non-profits and local units of government.

Currently, the team is planning a kick-off meeting of about 30-40 key stakeholder attendees to ascertain level of support, build buy-in, and obtain input. The date for this meeting is not set, but anticipated for this summer. Please speak to Sally Wakefield (swakefield@1000fom.org) or more information.

6) Cycloplan project to begin this summer

The Metropolitan Council is partnering with Focus Lens, a group associated with the University of Minnesota, to develop a web based bicycle planning application. This application will allow planners to share spatial and attribute information about bike trails in the 7 county region. The application will use a Geo-wiki which allows registered users (bikeway planners) to enter and edit spatial and attribute information about bike trails much as other wikis allow users to share and edit text and images on the web. Cycloplan builds on an existing Geo-wiki called Cyclopath – <http://cyclopath.org> – (developed by Focus Lens) which is used by bikers create, edit and annotate regional bikeway information, as well as plan and rate their personal bike routes. The combination of Cycloplan and Cyclopath will permit planners to have access to the public user data in order to better inform them of how the system is being used and which enhancements would be most valuable when developing trails.

The Cycloplan project will test the use of another kind of web application (geo-wiki) as a means to share geographic information in the region. The project will also test methods for collaboratively collecting linear data just as the address points project tests collaboratively collecting point data. Future geo-wikis could be used to gather information on other linear features such as functional class roadways.

F) RELATED FEDERAL/NATIONAL GEOSPATIAL INITIATIVES UPDATE

1) National Geospatial Advisory Committee (NGAC) - May 12-13 Meeting

The complete summary for the May 2009 meeting can be viewed at <http://www.fgdc.gov/ngac/meetings/may-2009/may-2009-ngac-meeting-summary.pdf>.

Highlights of the discussion and action are as follows:

Full Committee at May Meeting: Developed key points to be covered in a National Geospatial Policy/Strategy and defined potential roles of NGAC in supporting development of National Geospatial Policy/ Strategy. (See Attachment C for the specifics.)

Prior to the August meeting (August 27-28, 2009):

All members will have an opportunity to:

- Participate in a survey to prioritize possible actions identified during discussion sessions
- Provide comments and suggestions on potential revisions to Executive Order 12906 (authorized FGDC and NSDI)

Subcommittees:

- Economic Recovery Subcommittee will provide draft conclusions to address concerns raised at the February meeting regarding the submission of four uncoordinated proposals from the Geospatial Committee
- Partnerships Subcommittee will review results of Call for References and provide draft findings and explore developing a sample scenario of theme-based procurement to examine limitations of current procurement approaches (potential themes – parcel data, transportation)
- USGS is preparing white paper on current activities and future direction of The National Map (TNM) program. The TNM Subcommittee will review draft paper, then the paper will be provided to NGAC for discussion at August NGAC meeting.

Regarding the NGAC's members. A call is anticipated shortly for applications from individuals who wish to be appointed to serve on the NGAC. The terms for half original members expire in Jan 2010. Hennepin County Commissioner Johnson (county interests) and the Staff Coordinator (regional interests) currently serve on this 28-member committee. See Attachment D for the stakeholder interests for which appointments will be sought.

2) OGC Forms a Spatial Law and Policy Committee (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

3) Where And How Is Policy And Governance Connecting To The Geospatial Community And What Are The Challenges?” <http://vector1media.com/vectorone/?p=530>

4) Data.gov Challenge

The Federal CIO, Vivek Kundra, has launched [Data.gov](http://data.gov). to open up the workings of government by making economic, healthcare, environmental, and other government information available on a single website, allowing the public (non-government interests) to access raw data and transform it in innovative ways. A one-stop shop for free access to data generated across all federal agencies., the [Data.gov](http://data.gov) catalog will allow the American people to find, use, and repackage data held and generated by the government. This proposal is modeled after the Apps for Democracy contest started by Kundra when he was with the CTO for the District of Columbia. The Apps for Democracy program generated over 2.3 million worth of applications with a \$50,000 investment by leveraging the creativity of the organizations serving the DC area. See Agenda Item 5a for a proposal to replicate this technique herein the Twin Cities to catalyze the identification of partnered applications opportunities.

E) PRESENTATIONS / OUTREACH / STUDIES (not mentioned elsewhere)

1. Article Submitted to Minnesota GIS/LIS Consortium for Newsletter:

Two articles were submitted for the Spring Newsletter:

- MetroGIS Launches New Web Services Workgroups -
<http://mngislis.org/displaycommon.cfm?an=1&subarticlenbr=451>
- Address Point Repository Synchronization Pilot Developed by Carver County -
<http://mngislis.org/displaycommon.cfm?an=1&subarticlenbr=452>

2. Presentations/Meetings:

April 21, 2009: The Staff Coordinator keynoted the Iowa State GIS Conference. The theme of the conference was making collaboration work.

3. Publications:

Understanding Strategic Planning and the Formulation and Implementation of Strategic Plans as a Way of Knowing: The Contributions of Actor-Network Theory.

Case Study about MetroGIS by Professors John Bryson, Barbara C. Crosby and; John K. Bryson - University of Minnesota and University of California-Riverside, published in the International Public Management Journal, International Public Management Journal, 12:2,172 — 207.

Downloadable at <http://www.informaworld.com/smpp/title~content=t737963440>.

ATTACHMENT A

MINNESOTA GOVERNOR'S COUNCIL ON GEOGRAPHIC INFORMATION



Victoria Reinhardt, Chairperson
MetroGIS Policy Board
15 West Kellogg Blvd. #220
St. Paul, MN 55102

March 26, 2009

RE: Action requested of the Governor's Council on Geographic Information by MetroGIS

Dear Victoria,

Thank you for passing on the geospatial application and web services needs that have been articulated by MetroGIS. The 2 issues you have brought to the attention of the council, implementing a state-wide geocoder service and recommending a solution to the need for a storm and surface water tracing tool have application statewide and may best be addressed once for the whole state rather than piecemeal in many parts of the state. Coordination is critical to ensure that GIS capabilities are developed in an efficient manner that meet local and state needs. As you know statewide coordination depends on the goodwill of volunteers taking on responsibilities that extend beyond their individual job and organizational responsibilities to benefit the Minnesota GIS community as a whole. As such 2 groups have been asked to formulate responses to your request, Land Management Information Center (LMIC) and the Hydrography Committee of the Governor's Council on Geographic Information. The following strategies were developed:

Implementing a state-wide geocoder service

LMIC is pleased to host the current MetroGIS Geocoder service. In response to the suggestion that this service be considered for an expansion that would ultimately include state-wide coverage, LMIC will work with its partners to investigate options that may be implemented to extend the current service, as well as those that might supersede the service with an off-the-shelf replacement. Our concise investigation will provide options (software and databases), costs and include recommendations, if clearly apparent.

Recommending a solution to the need for a storm and surface water tracing tool

The Hydrography Committee of the Governors Council on Geographic Information will research the opportunities for developing a statewide "storm water/hydrographic" network tracing tool. Initial efforts will be guided by the following questions: 1) Are existing desktop tracing tools adequate if you have existing data? 2) Is a web application needed and how can it be implemented? 3) If the storm water data existed statewide would that be enough? 4) Are the requirements of the draft storm water standard sufficient to create data that would work with the existing tools? 5) How well do State wide business needs and Regional/Local business needs for this tool match?

LMIC and the Hydrography Committee will periodically report to MetroGIS on its findings and progress.

Sincerely

Rick Gelbmann, Chairperson
Governor's Council on Geographic Information

ATTACHMENT B

Transitway Data Management Project

CTS Project #2009072

June 2009 Report

(Submitted by Will Craig, Associate Director, CURA)

Introduction

This project is intended to provide data to research studies measuring the impacts of new Transitways in the Twin Cities region. It also is intended to archive data from existing studies so they can be used again in future studies.

The project is funded by the *Transitway Impacts Research Program*. TIRP intends to measure the economic, travel, and community impacts of new transitway corridors. Several studies have already been funded related to the Hiawatha Light Rail Transit (LRT) corridor. TIRP is an initiative of the Hennepin County-University of Minnesota Partnership. It is supported by the University's Center for Transportation Studies and the State and Local Policy Program (SLPP) at the Humphrey Institute of Public Affairs. Funding is being provided by Anoka, Dakota, Hennepin, Ramsey, and Washington counties; Metro Transit and the Metropolitan Council; and the Minnesota Department of Transportation. Additional partners include the cities of Minneapolis and St. Paul.

TIRP has a need to address three kinds of data issues in order to facilitate future research. First, it needs to document (and archive) data that has been collected and used as part of current research. Second, it needs to identify key data sources that should be used in transit research and will be available when needed, e.g., US Census. Third, it needs to identify more ephemeral data that needs to be collected, documented, and archived now, so that it is available to provide a "before" picture within the corridors.

DataFinder and MetaData¹

The suggested tool for achieving these outcomes is DataFinder, a website developed by MetroGIS. DataFindersm is a one-stop-shop for discovering geospatial data pertaining to the seven county Minneapolis-St. Paul Metropolitan Area. Its primary function is to facilitate sharing of GIS (Geographic Information System) data. DataFinder is essentially an online catalog of datasets that supports data sharing. More than 200 datasets are available, all fully documented. These datasets are indexed in a catalog using 19 standard categories, but can be found using keyword searches and geographic extent tools. Those tools will make it easy for future TIRP researchers to identify and find they need to support their projects. DataFinder often allows direct access to the data for download or as a Web Mapping Service. It always provides key contact information about the data custodian. See www.datafinder.org.

DataFinder is maintained by the GIS staff at the Metropolitan Council as part of its support for the MetroGIS data sharing collaborative. The Council has significant need for data developed by others, so this also helps meet their own business needs. Most of the data listed in DataFinder is also stored on their computers, but other regional custodians host data too.

Each dataset is documented with formal Metadata. A metadata record is a file of information, usually presented as an XML document, which captures the basic characteristics of a data or information resource. It represents the who, what, when, where, why and how of the resource.

¹ Much text in this section has been extracted from relevant web pages of MetroGIS, DataFinder, the Minnesota Governor's Council on Geographic Information, and the Federal Geographic Data Committee.

Geospatial metadata are used to document geographic digital resources such as Geographic Information System (GIS) files, geospatial databases, and earth imagery. A geospatial metadata record includes core library catalog elements such as Title, Abstract, and Publication Data; geographic elements such as Geographic Extent and Projection Information; and database elements such as Attribute Label Definitions and Attribute Domain Values.

In Minnesota, people use the *Minnesota Geographic Metadata Guidelines* as documented at <http://www.gis.state.mn.us/stds/metadata.htm>. This guideline was adapted from the standard developed by the Federal Geographic Data Committee by the Standards Committee of the Minnesota Governor's Council on Geographic Information in order to provide a streamlined implementation of that standard while retaining the essence of its original content. The Guidelines are an official state guideline adopted by the state Office of Enterprise Technology.

Socioeconomic Resources Guide

The Socioeconomic Resources section of Datafinder is an exception to the above rules. This page directs people to Census and other data that is well documented using other approaches. It also directs people to organizations and offices that can provide useful socioeconomic data, but have not considered themselves GIS practitioners; an example is the County Sheriff offices that maintain records about housing foreclosures. To be complete, this section also directs people to well-documented datasets within MetroGIS and other data resource websites. See http://www.datafinder.org/mg/socioeconomic_resources/.

The Socioeconomics Resource section matches well with the needs of this TIRP project. It will form the base for archiving and documenting data resources useful to transit impact studies. It already contains much useful information. Data is organized into 7 types of categories. Some 25 data providers are identified. In each instance data is either provided directly or contact information is provided so users can request data and get answers to questions about the data.

Data Categories

- Crime
- Demographics (place of residence)
- Employment locations
- Housing
- K-12 school data
- Location of services
- Transportation issues

Data Sources

- County Community Services
- County Sheriff
- Home Mortgage Disclosure Act (HMDA)
- Hunger Solutions Minnesota
- Independent School Districts
- MetroGIS
- Metropolitan Council
- MN Child Care & Referral Network
- Mn Dept. of Education
- Mn DEED
- Mn Dept of Health
- Mn Dept of Human Services
- Mn Dept of Public Safety
- Land Management Information Center
- State Demographic Center
- National Center for Education Statistics
- Twin Cities Realtors
- US Bureau of Economic Analysis
- US Internal Revenue Service
- US Census Products
 - Census Transportation Planning Package
 - County Business Patterns
 - County-to-County Worker Flows
 - Current Population Survey
 - Economic Census
 - US Census of Population & Housing

A sample query on the data category *location of services* will retrieve the following answer.

Location of services			
Information Need	Data Source(s)	Minimum Mapping Resolution	Time Frequency
Child Care Providers	MN Child Care Resource and Referral Network	Address	Continuous
Food Shelves	Hunger Solutions Minnesota	Address	N/A
Licensed Human Service Providers	MN Department of Human Services	Address	Monthly
Schools	MetroGIS	Block	Quarterly
	MN Land Management Information Center	Address	Annually
Workforce Centers	MN Department of Employment and Economic Development	Address	Continuous

If child care providers were the issue, the user would click on that data source and get the response shown below. The Child Care Network site provides direct access to individual child care centers, but the Network may be willing to provide a database of all centers for a given area. The Socioeconomic data page for the MN Child Care Resource and Referral Network data source is shown below. This is one of the less complex data sources, chosen to keep this narrative relatively brief.

MN Child Care Resource and Referral Network

Comments about this data source:

The online statewide database contains over 10,000 providers. It is updated regularly by local child care resource and referral agencies.

Time Series:

Current data on line.

How to access data:

- Click on "Search for Child Care" at <http://www.mnchildcare.org/>

What Data Does TIRP need?

This question has two parts. One part is to identify the kind of data that could be useful in a transit impact study. Much of that work has already been done by the Humphrey Institute. The other part is to identify ephemeral data that must be captured now if it is going to be available when needed for a transit study. That work will be done in the Fall of 2009 in consultation with the TIRP.

The 2006 report Inventory of Data and Research on the Economic and Community Impacts of the Hiawatha LRT identified 17 different categories. Those categories are listed here, but the report provides more detail. See Appendix D of

http://www.hhh.umn.edu/centers/slp/pdf/reports_papers/data_research_hiawatha_lrt.pdf

- Business (e.g. number of employees, retail sales)
- Commercial (e.g., square footage, rental rates, vacancies)
- Construction-Demolitions-Improvements
- Crime and Safety
- Demographics
- Industrial (same as Commercial)
- Land Use & Zoning
- Live-Work (e.g., tenure, quality of life, commute)
- Method of Payment (e.g., type of transit ticket, where purchased)
- Operations & Maintenance (e.g., train schedule delays, total miles, car usage)
- Parking (e.g., availability around stations)
- Property Values (e.g., valuations and sales prices)
- Quality of Transit Services
- Residential (e.g., vacancies, rents, owner occupied)
- Taxes
- Traffic Count
- Travel Behavior

What Data Should Be Added to DataFinder?

Much of the data detailed in the Humphrey Institute paper is already available in DataFinder and its Socioeconomic Resources pages. A few new data sources and categories have been identified and are being added. Community surveys, parking surveys, and similar unique data collection efforts are not listed here because there is no organization with an ongoing to commitment to collect and provide such data. We know that Xcel Energy could provide data on housing vacancy and turnover, but they are reluctant to do this both because of privacy concerns and because of lack of economic returns for producing such data.

Specifically, the new data sources that will be added to DataFinder's Socioeconomic Resources page are:

- Minnesota Commercial Association of Realtors (for commercial and industrial properties)

- Local Employment Dynamics (for current information on place of work, place of residence, and interrelationship between the two)
- MetroMSP (for data on current property listings, local businesses, and employment)
- MetroTransit (for data on ridership, rider surveys, and crime on transit)
- Mn Department of Revenue (for new Block Group level data on income, income taxes, and sales taxes)
- Mn Department of Transportation (for data on traffic counts on major roads, but reference to contact individual cities for counts on minor roads)
- US Postal Service (for vacancy rates)
- Building Permits (for improvements, new construction, and demolitions)
- Housing Link (for affordable housing)

Two new data categories will be added

- Building Permits
- Taxes (including income, sales, and property taxes)

ATTACHMENT C

COMPONENTS OF NATIONAL GEOSPATIAL POLICY STATEMENT (Preliminary Listing Created by NGAC at its May 2009 Meeting)

(Following the meeting, NGAC Members were asked to suggest additions and modifications to address any topics that were not captured at the meeting. The revised listing will be shared once made available by the NGAC support staff.

1. What Are the Key Elements of a National Geospatial Policy?

Key Elements of a National Geospatial Policy document:

- Purpose
- Definitions
- Historical references
- Definition and alignment of roles and responsibilities
- High-level goals and objectives
- Governance
- Funding options
- Incentives and penalties
- High-level workforce strategy
- High-level Research and Development strategy

Key Characteristics of a National Geospatial Policy:

- Distributive implementation/coordination/integration
- Effective intergovernmental and public-private partnerships
- Processes for adjudication, problem solving, dispute resolution
- Policy statement of U.S. technology leadership
- Operational-level workforce strategy
- Operational-level Research and Development strategy
- Linkage to Federal Enterprise Architecture
- Addresses Security and Privacy issues
- Processes for interoperability
- Opportunity for innovation
- International leadership
- Supports emerging business technologies
- Encourages shared policies at multiple government levels.
- Promotes healthy and vibrant private sector
- Clear accountability processes
- Processes for cost sharing on data partnerships (Data Model Sharing Policies)
- Includes definition of content standards (common data model)
- Policy is created quickly
- Based upon collaboration from start with all sectors
- Organic (live and die based on need)
- Performance-based, at all levels
- Addresses defined national issues
- Sustainability
- Manageable scope
- Defined shelf life

1. What Are the Key Elements of a National Geospatial Policy? (cont'd)

Implementation of a National Geospatial Policy:

- Establishment of a Federal Geospatial Information Officer (GIO) within the Executive Office of the President (*Note from Staff Coordinator – comments have been submitted by at least three members to the NGAC support team noting that the concept of a National GIO (could be a commission) was suggested at the meeting but had not made into this draft summary listing.*)
- Enforcement and implementation processes in place
- Processes and criteria for priority setting and resource allocation
- Appropriate benchmark metrics and performance measures in place
- Ongoing assessment
- Processes & procedures to ensure accountability
- Sustainable funding (cost sharing - sustained O&M)
- Funding conditioned on compliance

Approach:

Optional approaches to a National Geospatial Policy (which approach would you recommend?):

1. Current Policy is basically sound – just enforce it and make it work better
2. Minor updates and revisions to E.O. 12906
3. Full review and rewrite of Geospatial policy framework (E.O. 12906, Circular A-16, etc.)

Other Ideas (do not clearly fall into other categories):

- Codification through legislation
- Coordination Board with action authority vs. advisory
- Definitions: public good vs. commercial for each layer
- Natural monopoly vs. low barrier to entry
- Authoritative info vs. community generated
- Possible models – SWFWMD, Qatar
- System of 5 Pillars

2. What is the role of the NGAC in shaping the National Geospatial Policy and Strategy?

- Provide feedback and advice on concept and approach
- Identify issues that could be resolved with federal policy
- Recommend funding approaches and policies
- Call for a study that characterizes geospatial domain/community and sources of funding across all sectors
- Encourage collaborative leadership and governance in developing national geospatial policy
- Demonstrate the vision with elements of geospatial infrastructure that are already in place
 - Identify the needs and gaps/ the geospatial backlog, data inventory, goals & gaps
 - Provide key data and information
 - Itemize benefits that would come from improved infrastructure demonstrated within government and across the landscape
 - Define cost in terms of lost opportunities that we continue to accrue by not acting.
- Provide ideas for consideration in a national policy. May include suggestions on language.
- Be an idea incubator, translator, facilitator, and cheerleader
- Identify and communicate benefits, strengths & weaknesses
- Respond to and be supportive of the CIO

- Address relevant issues that matter to the CIO and the administration (e.g., data.gov, recovery.gov)
- Be quick and timely in response to CIO (more so than NRC)
- Help the CIO be transparent and accountable
- Identify 10 apps consistent across the nation, e.g., geocoding
- Provide advice and recommendations on the development of the concept, approach and policy of national geospatial strategy via a collaborative process
 - Identify inputs to inform process – include various stakeholders
 - Advocate for high-level industry analysis
 - Request staff provides baseline metrics re: size of industry, trend data, etc.
 - Identify stakeholders to insure inclusion in outreach effort and strategy development
- Advocate for a Geospatial Policy Forum. There are enough organizations that do this, but we advocate that it should be done.
- Advocate for a social media approach to engage the geospatial community in the development of a National Geospatial Policy
- Draft an implementation plan and process for non-federal sectors (state, local, tribal, regional) in support of the policy

Note from NGAC Support Team – suggestions were offered at the meeting that the NGAC should provide drafting services for a National Policy. As discussed at the meeting (and in follow-up discussions with the DFO), this would not be consistent with the role of a FACA advisory committee and/or with the expectations of the FGDC agencies.

ATTACHMENT D

National Geospatial Advisory Committee Current Appointments Updated – May 2009

2-YEAR TERMS (Ending 1-29-2010)

<u>Name</u>	<u>Organization</u>	<u>Sector represented on NGAC</u>
Michael Byrne	State of California	(State Government)
David Cowen	University of South Carolina	(Academia)
Don Dittmar	Waukesha County, Wisconsin	(County Government)
Kass Green	The Alta Vista Company	(Private Sector)
Randy Johnson	Hennepin County, Minnesota	(County Government)
Barney Krucoff	District of Columbia	(Local Government)
David Maune	Dewberry	(Private Sector)
Charles Mondello	Pictometry International	(Private Sector)
Kim Nelson	Microsoft Corporation	(Private Sector)
John Palatiello	MAPPS	(Private Sector)
Mike Ritchie	Photo Science	(Private Sector)
Gene Schiller	S.W. Florida Water Management District	(Regional Government)
Steve Wallach	National Geospatial-Intelligence Agency	(Federal Government)

3-YEAR TERMS (Ending 1-29-2011)

<u>Name</u>	<u>Organization</u>	<u>Sector represented on NGAC</u>
Sean Ahearn	Hunter College – City University of N.Y.	(Academia)
Bull Bennett	North Dakota Association of Tribal Colleges	(Tribal)
Allen Carroll	National Geographic Society	(Non-Profit)
Richard Clark	State of Montana	(State Government)
Jack Dangermond	ESRI	(Private Sector)
Dennis Goreham	NSGIC	(State Government)
Randall L. Johnson	Metropolitan Council, St. Paul, Minnesota	(Regional Government)
Jerry Johnston	Environmental Protection Agency	(Federal Government)
Timothy Loewenstein	Buffalo County, Nebraska	(County Government)
Anne Hale Miglarese	Booz Allen Hamilton	(Private Sector)
Zsolt Nagy	State of North Carolina	(State Government)
Matt O’Connell	GeoEye	(Private Sector)
Jay Parrish	State of Pennsylvania	(State Government)
David Schell	Open Geospatial Consortium	(Non-Profit)
Chris Tucker	Consultant	(Private Sector)