



Thursday, September 10, 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 3:30 p.m. (extend if needed)

See directory in lobby for meeting room location

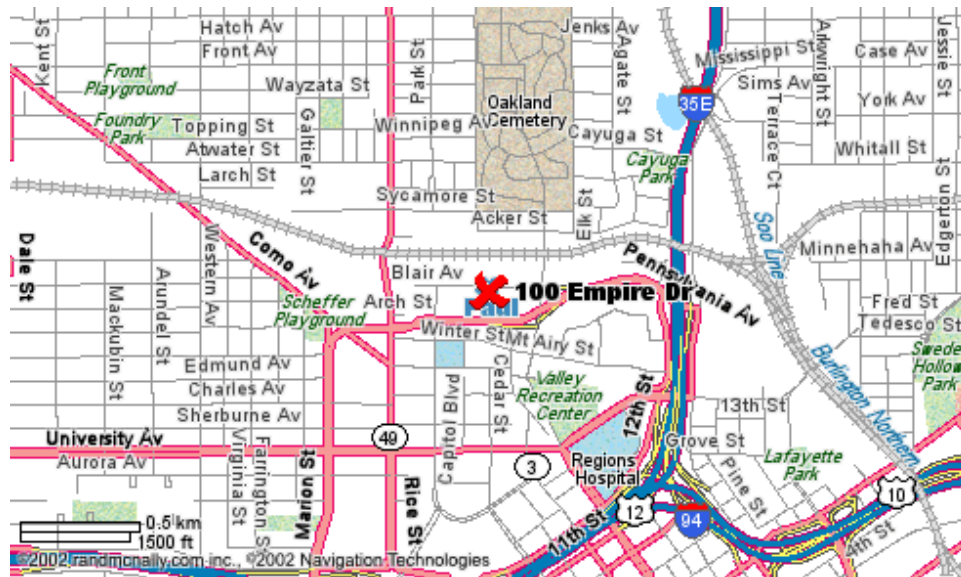
AGENDA

	<u>Page</u>
1. Call to Order	
2. Approve Agenda	<i>action</i>
3. Approve Meeting Summary	
a) June 25, 2009	<i>action</i>
4. Summary of July Policy Board Meeting	7
5. Action and Discussion Items:	
a) Performance Measurement Plan	<i>action</i> 9
b) Regional Address Point Dataset –	
(1) Policy Statement	<i>action</i> 13
(2) Legal Costs for Limited Access Option	<i>action</i> 27
c) Preliminary Budget/Objectives for 2010	<i>action</i> 29
d) Glossary of Terms For Policy Board	<i>action</i> 43
e) GIS Demonstration for October Policy Board meeting	<i>action</i> 51
f) Enhancements Made to Socioeconomic Web Resources Page	<i>information</i> 57
g) Phased Out Planned for Current DataFinder Technology	<i>comment</i> 65
h) Web Feature Services Contest	<i>comment</i> 67
6. Major Project Updates:	75
a) 2009 Regional Web Service/Application Projects	
b) Next-Generation Regional Street Centerline Solution	
c) 2008 Regional GIS Projects: <i>Address Editing Tool, Landmarks Extension to Regional Geocoder Service</i>	
d) Streamlining Data Access for Emergency Responders	
e) Documenting Benefits & Organizational Structure for Cross-Sector, Shared Power Environment	
f) RFP for Supplemental Professional Services	
7. Information Sharing:	79
a) National Geospatial Advisory Committee: August 26-27 Meeting	
b) Status of Request of GCGI Regarding Recommendations from MetroGIS	
c) Metro and State Geospatial Initiatives Update	
d) Federal and National Geospatial Initiatives Update	
e) Presentations / Outreach / Studies	
8. Next Meeting	
December 17, 2009	
9. Adjourn	

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

How to find the MCIT Building:

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



If you are traveling on I-94 eastbound -- Exit at Marion Street. Turn Left. Stay on Marion Street past University Avenue and Como Avenue. Marion Street is now Pennsylvania Avenue. Stay on Pennsylvania Avenue past Rice Street and take the next left. This is Empire Drive. Come down the hill and take another left. You will drive straight into our lot. Parking is to the left.

If you are traveling on I-94 westbound -- Exit at Marion Street. Turn right. Stay on Marion Street past University Avenue and Como Avenue. Marion Street is now Pennsylvania Avenue. Stay on Pennsylvania Avenue past Rice Street and take the next left. This is Empire Drive. Come down the hill and take another left. You will drive straight into our lot. Parking is to the left.

If you are traveling on I-35E Northbound -- Exit at Kellogg Boulevard. Turn Left. Take a right on John Ireland Boulevard. Then take the next left onto Rice Street. Take Rice Street to Pennsylvania Avenue. Take a right. Take the first left onto Empire Drive. Come down the hill and take another left. You will drive straight into our lot. Parking is to the left.

If you are traveling on I-35E Southbound -- Exit at Pennsylvania Avenue and go right. Take the Jackson Street exit. At the stop sign go straight and you will be on Empire Drive. We are the last building back on Empire Drive. You will drive straight into our lot. Parking is to the Left.

See www.mcit.org for more information

Meeting Summary
MetroGIS Coordinating Committee
MN Counties Insurance Trust Bldg. – Board Room
June 25, 2009

1. CALL TO ORDER

Chairperson Wakefield called the meeting to order at 1:05 p.m. asked the two newest members - Ben Verbick (LOGIS) and Mike Fiebiger (Ramsey County) - to introduce themselves. She then asked the others in attendance to introduce themselves.

Chairperson Wakefield then read aloud a Certificate of Appreciation for retiring Member Claypool and presented the certificate (Attachment A) to him.

Members Present: *Academics:* Jeff Matson for Will Craig (U of M); *Counties:* Peter Henschel (Carver), Bill Brown (Hennepin), Jim Bunning (Scott); Charlie Teff for John Slusarczyk (Anoka), David Claypool and Mike Fiebiger (Ramsey), and David Brandt for Jane Harper (Washington); *Federal:* Ron Wencil (USGS); *GIS Consultants:* Larry Charboneau (NCompass Technologies), *Metropolitan:* *Metropolitan:* Amanda Nyren for David Bitner (Metropolitan Airports Commission), Rick Gelbmann and Mark Vander Schaaf (Metropolitan Council), and Nancy Read (Metropolitan Mosquito Control District) by phone; *Non-Profits:* Sally Wakefield (1000 Friends of Minnesota); *Special Expertise:* Brad Henry (URS Corp.), *State:* Bart Richardson for Tim Loesch (DNR) and Liesa Miller for Joella Givens (MN/DOT) and *Utilities:* Allan Radke (Xcel Energy).

Members Absent: *Business Geographics:* (Vacant); *Cities:* Jim Engfer (AMM: core cities - City of St. Paul) and Bob Owens for Harold Busch (AMM: suburban cities - City of Bloomington); *Counties:* Randy Knippel (Dakota); Gordon Chinander (Metropolitan Emergency Services Board); *Schools:* Dick Carlstrom; *State:* David Arbeit (GDA/LMIC); 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), Bob Basques (City of St. Paul), Matt McGuire (Metropolitan Council), and David Fawcett (Mn Pollution Control Agency).

2. ACCEPT AGENDA

Vice Chair Henschel moved and Alternate Member Brandt seconded to approve the agenda, as submitted with the exception of adding an Item 5f – Change the December 2009 meeting date. Motion carried, ayes all.

3. ACCEPT MEETING SUMMARY

Member Brown agreed to submit a rewording of a reference made to ongoing work by Hennepin County. Member Henry moved and Member Charboneau seconded to approve the March 25, 2009 meeting summary, subject to inclusion of the modification desired by Member Brown. Motion carried, ayes all.

4. SUMMARY OF APRIL POLICY BOARD MEETING

The Staff Coordinator commented the two main topics considered at the Board's April meeting were: 1) election of new officers (Mayor Terry Schneider, City Minnetonka as Chair and Commissioner Egan, Dakota County, as Vice Chair. 2) Learn about the proposed statewide coordinating legislation that became law in May. 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), provided background information on the Workgroup's process to evaluate the four project proposals that had been submitted – Best Image Service, Enhancements to the previously funded Regional Geocoder Service, Proximity Finder and a Contest to catalyze identification of shared application needs. He noted that the initial proposals totaled \$76,500 and, as such, the proposers had each been asked if they could reduce the scope of their proposals. Ultimately, three proposals, totaling \$35,000, were recommended for funding. Kotz commented that the Workgroup also concluded that the fourth proposal - Contest to catalyze identification of shared application needs - was premature to pursue in 2009 but emphasized that the group unanimously felt this proposal was the most interesting of the four submitted and had the most potential to catalyze innovation.

Kotz then summarized the key points of each proposal recommended for funding for Committee comment.

Best Image Service (\$15,250). Kotz noted that each faction represented at the November Needs Identification Workshop had identified this service as a need and commented that it would be valuable to their respective organizations. The purpose of the proposed service was clarified to be that of providing a background image layer for web-based applications, principally serving a cartographic function. All concurred that its existence would greatly simplify development of applications for which background imagery is desired. The members also recognized that mixing and matching of spatial accuracies to incorporate best available imagery for varying geographic extents was not a concern, given the primary purpose is a background data layer and not support of analytics. The question of “up time” reliability was raised. The proposers noted that they were aware of the importance of this factor but had not as yet addressed it. Kotz added that addressing “reliability and trust” expectations of web-service delivery is a charge previously identified as a key need delegated to the Technical Leadership Workgroup to address.

Enhancement of Regional Geocoder Service (\$1,000). The purpose of this proposal is to improve how the current geocoder application works with local data. Member Read, the lead proposer, explained that the reduction from the initially proposed \$7,500 to \$1,000 was, in large part, to recognize windows of opportunity that could be addressed with the other three proposals. No other questions were asked of the proposer.

Feature Services Contest. Kotz noted that the proposed contest is modeled after a successful venture by Washington DC whereby a \$50,000 (\$35,000 for awards and \$15,000 to hire a firm to administer the contest) investment resulted in the development to over \$2 million worth of applications. According to Kotz, the members of the Technical Leadership Workgroup agreed that this is the most interesting project proposal received and that it holds a good deal of promise to help MetroGIS define partnering opportunities and promote the development of web services. David Fawcett, representing the project team, noted that partnering to share the costs of the contest seemed to be the best approach and that the contest could serve as a valuable mechanism to promote the value possible of producers making their data available via web service technology.

Kotz stated the recommendation of the Technical Leadership Workgroup is that MetroGIS pursue this idea but not until 2010 to provide adequate time to ramp up to it right. The appropriateness of using the Council's funding was also questioned. In response, David Fawcett, representing the project proposers, commented that no assumption had been made that the Council's funds would be the only source of funding.

Member Charboneau noted that he believed this idea had great promise to engage private sector involvement. The Staff Coordinator added that the concept also presented an opportunity to begin to better understand the benefits of public organizations contributing data to a geospatial commons that is of value to private sector interests to access to run in applications who in turn make the applications available to the public providing value to the community.

The members concurred that concept approval should be sought from the Policy Board at the July meeting and that, if received, this idea should be pursued as a 2010 work objective as suggested by the Technical Leadership Workgroup.

Proximity Finder (\$18,750). Kotz and Bob Basques, representing the project team, commented that this proposal is by far the most complicated, involving not only technical design, application prototyping, and operational policies and procedures but also outreach to encourage producers to “push” their data to the application and users to define their needs, the latter two being the most challenging. Basques noted that once operational, this service would likely catalyze improved interoperability, completeness and accuracy of the underlying data. Kotz remarked that this result could catalyze work to accomplish regionally endorsed solutions for water management and school district boundaries, long standing priority needs of the MetroGIS community. Member Gelbmann added that this service might also catalyze leveraging of Web 2.0 technology.

Kotz concluded his remarks by restating the recommendation of the Technical Leadership Workgroup to: 1) seek concept approval from the Policy Board for the proposed Feature Service Contest and pursue as a 2010 initiative and 2) that the Policy Board recommend funding the other three proposals as 2009 projects as follows: Proximity Finder (\$18,750), Best Image Service (\$15,250), and Enhancement of Regional Geocoder Service (\$1,000) for a total of \$35,000.

Motion: Member Vander Schaaf moved and Member Charboneau seconded 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.

Motion carried, ayes all.

b) 2008 Performance Measurement Report

The Staff Coordinator summarized the key points outlined in the agenda report, noting that resources were not available until this past May to compile the data for the metrics until May. He also noted a primary driver to for producing the report was to provide additional trend-based information for the Performance Measurement Plan Update project that began late May.

Member Charboneau offered that the proposed stakeholder survey should include a question something like “Describe the impact on your organization, if “X” service were no longer available” as a means to better under current value provided. Member Verbick asked how the term “stakeholder” would be defined for purposes of a survey. The Staff Coordinator responded that these questions would be among the first to be defined once the Policy Board agrees that the proposed survey should be undertaken. It was agreed that the definition of stakeholder includes multiple facets.

Motion: Member Verbick moved and Alternate Member Brandt seconded to recommend that the Policy Board accept the 2008 Performance Measurement Report, dated May 26 and as presented to the Committee. Motion carried, ayes all.

c) 2009 Program Objectives – Mid-Year Evaluation of Priorities

The Staff Coordinator summarized the key points outlined in the agenda report. No questions were asked. The Committee accepted staff’s recommended refinements to the adopted 2009 program objectives, as summarized in Attachment E (page 36) of the agenda packet.

d) GIS Demonstration for July Policy Board meeting

Member Verbick noted that he would be willing to make a presentation about how GIS technology is leveraged by the cities served by LOGIS, as had been requested by Policy Board Chair Schneider.

Alternate Member Brandt moved and Member Charboneau seconded to accept Member Verbick's offer. Motion carried, ayes all.

e) Open Business Geographics and Non-Profit Committee Seats

Chairperson Wakefield introduced this topic. She suggested that a "sector-based" representative should be considered, as opposed to the current focus on a "non-profit" representative. Two individuals were identified as potential candidates – Paul Wickman of North Star Geographics and Erik _____, with the University of Minnesota. The group acknowledged that the University is a broadly diverse organization and that affiliates should not necessarily be categorized as academics. All agreed that the objective is to add to the diversity of perspectives represented on the committee and not to focus on selecting someone from a particular sector. Staff commented that MetroGIS might want to host a forum focused on non-profit interests to define shared geospatial information needs to compliment the previously agreed upon object to define partnerships with the for-profit community.

No action was taken.

f) Change December Meeting Date

The group agreed to change the December date from the 10th to the 17th.

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

Member Charboneau moved and Member Radke seconded to adjourn at 3:00 p.m.

Prepared by,

Randall Johnson, AICP
MetroGIS Staff Coordinator



CERTIFICATE OF APPRECIATION

David Claypool **Ramsey County**

Thank you for your invaluable contributions and leadership that have been critical to realizing the vision that grounds MetroGIS's efforts - "*organizations serving the Twin Cities metropolitan area are successfully collaborating to use geographic information technology to solve real world problems*".

Your professional skill, tireless enthusiasm, and dedication to achieving acceptance of Geographic Information Systems (GIS) technology as a standard business tool of government, the vast additional efficiencies that can be achieved through its collaborative use; and advocacy for widespread access to geospatial data that is produced by the government community have greatly benefited our region and its citizens.

You have distinguished yourself as a willing participant serving as the first and only Ramsey County representative to the MetroGIS Coordinating Committee from December 1995 to June 2009, holding the leadership position of Committee vice chair from 1998-2001.

On behalf of the MetroGIS Policy Board, Coordinating Committee, and the broader MetroGIS community that their members represent, thank you for your valued contributions and leadership.

June 2009

Terry Schneider, Chair
MetroGIS Policy Board

Sally Wakefield, Chair
MetroGIS Coordinating Committee

Randall Johnson, AICP
MetroGIS Staff Coordinator



TO: Coordinating Committee

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

SUBJECT: July 2009 Policy Board Meeting Highlights

DATE: August 21, 2009
(For the Sept 10th Meeting)

The following **major** topics were considered / acted on by the Policy Board on July 22. Refer to the meeting minutes at http://www.metrogis.org/teams/pb/meetings/09_0722/09_0722m_V3%20draft.pdf for information about each item and other topics considered by the Board.

1. Regional Web Service/Application Recommendations

Three Regional GIS projects were approved for a total of \$35,000 in funding, as recommended by the Committee. See Agenda item 6a.

2. 2008 Annual Performance Measures Report

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

3. 2009 Program Objectives – Mid-Year Priority Refinements

Approved as recommended by the Committee – postponed two objectives (# 11 and #12) to 2010. See Agenda Item 5c for more information.

4. Access Policy Direction – Regional Address Points Dataset

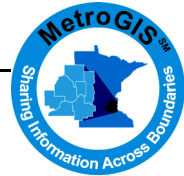
Concept approval granted, as recommended by the Committee. See Agenda item 5b(1) for additional information

5. MetroGIS Appointment to MnGeo Statewide Coordinating Council

Chairman Schneider endorsed to serve on the new Statewide Geospatial Advisory Council

6. Fostering Partnerships via a Contest

Concept approval granted to host the proposed Web Feature Services Contest. See Agenda Item 5 g for more information.



TO: Coordinating Committee
FROM: MetroGIS Staff Support Team
Contact: Randall Johnson (651-602-1638)
SUBJECT: MetroGIS Performance Measures Plan
DATE: August 10, 2009
(For the Sept 10th Mtg.)

INTRODUCTION

The proposed next generation MetroGIS Performance Measurement Plan (separate document) is presented for the Committee's approval.

PAST POLICY BOARD CONSIDERATION

As a part of its July 22nd approval of the 2008 MetroGIS Performance Measurement Report, the Policy Board concurred with the Committee's conclusion that MetroGIS needs to explore methods to better understand why trends are occurring and actual stakeholder needs to ensure that our efforts continue to provide value. Chairperson Schneider also acknowledged that a goal of the next-generation Performance Measurement Plan should be to create a means to effectively measure the extent to which we are on course to maximizing defined outcomes.

Several recommendations were offered in the agenda report presented to the Policy Board (Attachment A) to help MetroGIS leadership better understand the meaning of trends identified in the metrics and to enhance the measures themselves.

DISCUSSION

In keeping with the recommendations endorsed by the Policy Board on July 22 (see above), the consultant team proposed a major deviation from the previous the focus on measures that were centered on statistics generated for DataFinder. The proposed next-generation plan focuses on value-based measures. Kathie Doty, who was the lead for developing the proposed Plan, will summarize the rationale for this transformation in addition to providing an overview of the proposed new measures at the Committee's September meeting.

RECOMMENDATION

That the Coordinating Committee:

- 1) Agree on any refinements it wishes to be made to the proposed Performance Measurement Plan, dated August 2009.
- 2) Recommend that the Policy Board approve this Plan, with any identified refinements.

ATTACHMENT A

Note to Reader: *The following report was presented to the Policy Board on July 22, 2009. The Policy Board unanimously approved the proposed 2008 Performance Measurement Plan. and each of the recommendations for follow-up action identified in the report to better understand the reason that trends detected in the metrics are occurring.*

The following is an excerpt from the meeting summary:

“...noted that an initiative is under way to update MetroGIS’s Performance Measurement Plan and identify ways to better understand trends identified in the current performance measures and user satisfaction with regional solutions. Chairperson Schneider concurred that MetroGIS leadership needs to know more about stakeholder needs to ensure that our efforts continue to provide value - continue to improve upon core assets. He also commented that a goal of the Performance Measurement Plan update process is create a means to effectively measure the extent to which we are on course to maximizing outcomes...”

MetroGIS

Cooperation, Coordination, Sharing Geographic Data

Agenda Item 5b



TO: Policy Board

FROM: Coordinating Committee
Chairperson: Sally Wakefield, 1000 Friends of Minnesota
Staff Contact: Randall Johnson (651-602-1638)

SUBJECT: 2008 MetroGIS Performance Measures Report

DATE: June 10, 2009
(For the July 22nd Mtg.)

INTRODUCTION

The draft 2008 Annual Performance Measures Report (separate document), dated May 26, 2009, is presented for the Policy Board’s acceptance. Highlights of how MetroGIS’s efforts are continuing to create public value are cited below. The audience for this report is the Policy Board. Several recommendations are offered for improving upon the current efforts and to enhance the value of the measures themselves.

MAJOR PERFORMANCE MEASURE FINDINGS AND CONCLUSIONS

Eleven performance measures are used to measure progress towards achieving four major outcomes defined in MetroGIS’s Performance Measurement Plan, adopted by the Board in 2002. With this annual report, data are available for a six-year timeframe from which to evaluate progress toward realizing the vision sought through MetroGIS’s efforts. (The five previous reports can be viewed at http://www.metrogis.org/benefits/perf_measure/index.shtml.)

The 2008 measurement data demonstrate MetroGIS’s efforts are providing value to the community in a variety of ways, including:

- MetroGIS **DataFinder** continues to be a useful tool to minimize stakeholders’ time and effort to discover and access geospatial data produced by others, with a **30 percent increase in usage** over 2007. DataFinder experienced 17,584 visits in 2008.
- Searchable metadata records and datasets available on DataFinder also experienced modest increases, though there is significant opportunity for greater participation by data producers.
- MetroGIS’s principal objective – foster **regional solutions** to shared geographic information needs - continues to be valued by stakeholders. The eight regional dataset realized thus far through MetroGIS’s efforts continue to comprise nearly **30 percent** of the datasets downloaded via DataFinder. This is impressive given that 180 datasets are accessible via DataFinder.

- The web-based **Socioeconomic Web Resources application** is definitely valued by stakeholders given a **213 percent increase** over the usage experienced in 2007. In 2008, there were 9,124 visits to the application. MetroGIS created this tool to assist stakeholder rapidly locate and access a wide range socioeconomic data about the Twin Cities Metro Area.
- The number of **licenses** issued to access the regional parcel and street centerline datasets **continues to increase**; another gauge that MetroGIS's efforts to achieve these datasets and streamline licensing procedures are valued. **Notwithstanding**, the number of **downloads** of these datasets **decreased** in 2008.
- Stakeholder preference for access to data in the form of **web-services** (as opposed to downloading conventional datasets) is rapidly increasing, with an **increase over 130 percent** over the usage accounted for in 2007.

IMPLICATIONS

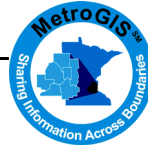
The conclusions cited above give us some idea about what is happening, but not why. Without understanding the why, we can not effectively take action to build upon the positive trends or remedy situations that are have potential of working against achieving desired outcomes. For instance:

- a) **Conduct Survey – Users of DataFinder**: The decrease in downloading of datafiles is likely attributable to these data also being available in the form of web services. To be sure, a survey of the users of DataFinder is recommended to:
 - (1) Investigate their preferences concerning accessing data conventionally 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) **Conduct Survey – Stakeholder Satisfaction with Current Regional Solutions**: An evaluation/survey of user preferences is suggested to help better understand user needs that require a community approach and ensure that these regional solutions are enhanced on an ongoing basis to meet changing user needs. This survey should include regional applications and as well as regional data solutions. *(Note, the suggest survey is included in the suggested revised work objectives presented in Agenda Item 5c.)*
- c) **Increase Outreach Activity**: 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 increase their use). This recommendation compliments the preference of incoming Policy Board leadership to in general increase the amount of outreach activity (see Agenda Item 5c). In so doing, availability of existing data holdings accessible via DataFinder and related standards and best practices could more broadly understood, hopefully resulting in increased leveraging of existing resources.
- d) **Define Public Value**: To fully realize the vision of widely accessible geospatial data, policy makers must be convinced that if their organizations participate in a geospatial commons that the “public value” (tangible and intangible benefits) that could be anticipated would be equal of greater than that realized under via current policy. A project is underway (see Agenda Item 6b) to update MetroGIS's Performance Measurement Plan to align the metrics with outcomes defined in the 2008-2011 Business Plan. The project support team has been encouraged to recommend metrics that can help MetroGIS more clearly define this statement of public value and measure progress towards attaining it. MetroGIS should also **continue to seek out resources and opportunities** beyond the metro area which have promise **to gain a better understanding of** this sought after **statement of public value** (e.g., academic community, MnGeo initiatives - former Mn Governor's Council on Geographic Information [agenda Item 7a], and work of the National Geospatial Advisory Committee, which Hennepin County Commission Johnson and the Staff Coordinator are members.

RECOMMENDATION

That the Policy Board accept the:

- 1) MetroGIS 2008 Performance Measurement Report, dated May 26, 2009.
- 2) Suggested actions to underway the reason that trends detected in the metrics are occurring.



TO: Coordinating Committee
FROM: Address Workgroup
Chairperson: Mark Kotz, Metropolitan Council
Staff Contact: Randall Johnson, MetroGIS Staff Coordinator (651-602-1638)
SUBJECT: Regional Address Point Dataset –Regional Policy Statement
DATE: August 20 2009
(For Sept 10th Meeting)

REQUEST

That the Coordinating Committee identify any issues or concerns it has with draft policy summary offered by the Address Workgroup to govern the creation and management of the proposed Regional Address Points Dataset.

POLICY BOARD DIRECTION

On July 22nd, the Policy Board provided direction regarding desired data access policy for the Regional Address Points Dataset in response to questions posed by the Coordinating Committee at its June meeting. (The specifics of direction received from the Policy Board are explained in the Reference Section and have been incorporated into the draft Regional Policy Statement presented in Attachment A). The Board also directed the Committee to continue to refine this policy.

DRAFT POLICY STATEMENT (SEE ATTACHMENT A, PAGE 18– COMMENT REQUESTED)

A regional policy statement has been adopted by the MetroGIS Policy Board for each of the eight current “endorsed regional datasets” (http://www.metrogis.org/data/policy_board.shtml). A draft policy summary has been created for the Regional Address Points Dataset by staff and the Address Workgroup. (Attachment A.) An attempt has been made to capture all direction from the Coordinating Committee and Policy Board. Comment is requested on the draft policy summary. In particular, the Address Workgroup is requesting further direction or action on the following topics:

1) “First Responders” Are Proposed as Qualified Users: The Policy Board’s preference is that the Regional Address Points Dataset be made freely available. However, to maintain flexibility and increase participation, the Policy Board has endorsed also offering a limited access option (see “foundation element 1” on page 4.) Under this option, “first responders” would be included as authorized users. **Does the Committee have any concerns** with this preference that should be brought to the Policy Board’s attention before the policy statement is finalized?

2) Liability Disclaimers and Authority to Restrict Access:

- a) Disclaimer Agreed to by Data Users: The liability disclaimer language and implementation method should be recommended by a workgroup that includes representatives from city and county address authorities, county and regional aggregators, and prospective users.

The Committee is requested to:

- Create a new workgroup tasked with proposing specific language that will be broadly accepted.
- Identify existing liability disclaimer language that would be acceptable to all or most participants that can serve as examples for the workgroup to draw upon.
- Identify candidate workgroup members who are affiliated with each of the key stakeholder interests and who have the requisite expertise.

- b) Method to Limit Access to Qualified Users: Once it is determined that one or more address authorities will choose to use the limited access option, a mechanism will need to be created that provides intermediate and regional custodians legal authority to withhold access to that data by unauthorized users. The mechanism (agreed upon terms and conditions) should be recommended by a workgroup

including representatives of address authorities that intend to use the restricted access option, as well as county and regional aggregators. At this time no action is requested.

PROJECT PLAN – ACTUAL DATASET DEVELOPMENT

Outreach efforts, to secure contributions of address point data and assembly of contributed data into a regional dataset, may begin once the MetroGIS Policy Board has endorsed a policy framework and agreement has been reached on the language and implementation method for a data user disclaimer of liability. A regional custodian would not have to be designated to launch the development. Metropolitan Council staff would be willing to serve as an interim custodian until a willing organization, with the requisite capacities, assumes this role, with the understanding that the interim support would be on a time permits basis to prototype processes.

To simplify this Phase I development work, only data which is authorize it to be freely accessible will be accepted. The resulting data would be aggregated and posted on DataFinder, with an accompanying metadata record, by MetroGIS support. Work on Phase II, would involve data for which the Limited Access Distribution policy would apply. This work would not proceed until a means to withhold access to unauthorized users has been agreed upon as discussed in the preceding section.

RECOMMENDATION

That the Committee:

1. Offer suggested additions or modifications to the draft policy summary for the Regional Address Points Dataset (Attachment A); in particular, offering any concerns with the proposed inclusion of first responders as qualified users
2. Convene a workgroups to propose language and methods for the liability disclaimer
3. Direct the Address Workgroup to propose a Project Plan to launch development of the actual dataset and report its progress at the December Coordinating Committee meeting.

REFERENCE SECTION

BROAD POLICY CONTEXT

With adoption of the 2008-2011 MetroGIS Business Plan the following policy foundation was established upon which to ground MetroGIS efforts:

MetroGIS Mission Statement: “...to expand stakeholders' capacity to address shared geographic information technology needs and maximize investments in existing resources through widespread collaboration of organizations that serve the Twin Cities metropolitan area”.

Relevant Guiding Principles (MetroGIS as an organization):

- Pursue collaborative, efficient solutions of greatest importance to the region when choosing among options.
- Pursue comprehensive and sustainable solutions that coordinate and leverage resources: i.e., build once, make available for use by many:
 - Leverage the Internet and related technology capabilities.
 - Value knowledge sharing as highly as data sharing.
 - Seek cross-sector (public, non-profit, academic, utility and for-profit) solutions, including data enhancements from many sources to serve shared geographic information needs when in the public interest.
 - Pursue interoperability with jurisdictions which adjoin the Twin Cities metropolitan area, seeking consistency with standards endorsed by state and national authorities

VISION – REGIONAL ADDRESS POINTS DATASET

April 2005: The Policy Board adopted a vision for this regional dataset that calls for more than 100 local address authorities to collectively and systematically carry out the role of primary producer – creating and updating the source address point data. The complete vision statement can be viewed at http://www.metrogis.org/data/info_needs/street_addresses/05_0427_pbreport.pdf. An excerpt is provided in Attachment C.

STATUS OF PREREQUISITE PROJECTS

- June 2007: a Needs Assessment was completed, which demonstrated that Address Authorities are interested in contributing data to the proposed regional dataset. The final report can be viewed at http://www.metrogis.org/data/info_needs/street_addresses/web_editing_%20app_viability_assessment_final.pdf.
- December 2008: a Data Synchronization Mechanism was successfully developed via a project managed by Carver County and funded by MetroGIS.
- Current: Execution of a contract is pending to retain the firm of Applied Geographics to create a prototype web-based address points editing tool. This project is expected to be complete or well enough along by this coming fall to begin work on developing the actual regional dataset, assuming data access policy expectations are agreed upon. Once the prototype is developed, outreach efforts are anticipated to begin to secure use of the application by local address authorities.

DIRECTION RECEIVED FROM THE POLICY BOARD – ACCESS AND DISTRIBUTION POLICY

On July 22, 2009, the MetroGIS Policy Board granted concept approval to several foundation elements (see Reference Section) for this address points dataset policy and directed the Coordinating Committee to develop a detailed policy statement and an outreach plan to advocate for widespread acceptance among leadership of “official address authorities” (Agenda Item 5a at http://www.metrogis.org/teams/pb/meetings/09_0722/09_0722m_V3%20draft.pdf).

The statements on the following page were endorsed by the Policy Board as foundational principals for a detailed policy statement to guide MetroGIS’s efforts related to development of a regional Address Points Dataset and its distribution.

Foundation Element 1: Offer the options of either open or limited access to encourage broad participation by data producers:

Assume that cities will generally want to make their data freely available to anyone requesting¹ it, but for those instances where the data producer would prefer to restrict access offer a limited access² option as well, provided support overhead is not excessive.

If the restricted access option is desired by a data producer, then the following rules would apply (the users would access the data via the same mechanism which could distinguish between the access types):

- Provide full access to government and all other organizations that serve as first responders (e.g., ambulance providers) via a password protected mechanism.
- Provide “view-only” access for all other interests to ensure transparency and understanding of the resource’s existence

Foundation Element 2: Each user would be required to acknowledge a liability disclaimer (data provided “as is”). The exact method (e.g., shrink wrap) to accomplish this is to be determined.

Foundation Element 3: Some form of agreement will be needed between the address authorities who produce the data and the organization(s) that is responsible for overseeing the distribution mechanism to ensure that the distributing agent authorized (has sufficient legal foundation) to withhold access from non-qualifying interests. Strive for a simple, automated process to distinguish between authorized and unauthorized users to ensure minimal support overhead.

Foundation Element 4: Don’t use the term “license”, as it is a loaded term with a range of meanings. Use the term “available with these restrictions”

In addition to providing direction for desired access/ distribution policy, the Board also directed the Committee to:

“...propose an outreach plan that builds upon Chairperson Schneider’s and Member Elkins’ willingness to advocate among city leadership for the proposed Regional Address Points Dataset and related access/distribution policy proposed and endorsed by MetroGIS.”

In so doing, the Board also acknowledged three key organizations (League of Cities, Metro Cities, and LOGIS) that will need to endorse the proposed policy if contributions to the Regional Address Points Dataset are to become widespread. Chairperson Schneider and Member Elkins, as the city representatives to the Policy Board, also agreed to advocate among the leadership of these organizations for the proposed Regional Address Points Dataset and acceptance of access/distribution policy proposed and endorsed by MetroGIS.

The Board also concurred that once the desired policy components are well articulated and agreed upon they should be shared that with Mn Information Policy Office (IPO) officials for comment.

STATUS ON DIRECTION RECEIVED FROM COORDINATING COMMITTEE

1) At its March 2009 meeting (complete excerpt presented in Attachment B), 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 (occurred July 22, 2009), subject to compliance with the following conditions:

- a) 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.

Status: Response to inquiry to Mn Governor’s Council on Geographic Information – no knowledge of existing laws specific to address data. No response to an inquiry to the Mn Office of Information Policy to assist in this investigation.)

- b) Present the topics to the Board as issues and opportunities, not as recommendations at this juncture.

¹ Open access distribution. Address authorities contribute data that is freely available to anyone who agrees online to a liability disclaimer.

² Limited access distribution (like parcel data). MetroGIS creates a terms and conditions document patterned after the parcel data agreement that allows MetroGIS to distribute the data only to licensed government and academic entities. MetroGIS would not expect all address authorities to participate. Data contributed under the terms and conditions would be available via a password protected FTP site and possibly a secure web service.

Status: In preparation for consideration by the Policy Board the Staff Coordinator and Mark Kotz, Chair of the Address Workgroup met on June 3 with Policy Board Chair Schneider and Member Elkins, the city representatives to the Policy Board. The purposes of this meeting were to: 1) share concept data access policy for the pending Regional Address Points Dataset suggested by the Coordinating Committee for refinement prior to sharing it with the full Policy Board, 2) seek advice concerning presenting the concept to the Board and 3) seek buy-in 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 on to share with the Board at the July meeting for additional comment. That framework is presented in the main body of this report. A concept outreach strategy was also agreed upon through which to obtain widespread buy-in among cities, again to share with the Board for comment at the July meeting .

- c) 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.

Status: Accomplished in the July 22, 2009 presentation to the Policy Board- Item 5d at http://www.metrogis.org/teams/pb/meetings/09_0722/09_0722m_V3%20draft.pdf)

- d) Arrange for local address authorities to participate in the presentation and state why they believe the proposed regional solution will be value to them.

Status: Ben Verbick, LOGIS, and Joel Koeppe, City of Roseville, participated in the presentation to the Policy Board

REGIONAL ADDRESS POINTS DATASET BUSINESS INFORMATION NEED POLICY SUMMARY

Preamble:

Official Address Authorities (primary custodians) are responsible for providing only the address points data and attributes that they maintain for their own internal business purposes and which can be retrieved and provided to the regional custodian without an excessive level of effort. A guiding principle of MetroGIS is that no organization will be asked to perform a task for the MetroGIS community for which it does not have an internal business need. Within these bounds, it is expected that each primary custodian will work toward providing the most complete dataset practical. Intermediate aggregators and regional custodians must not alter data submitted by the primary custodians to the regional dataset. Gaps may continue to exist between defined data needs and available data. MetroGIS will work to identify solutions that bridge these gaps for the broad MetroGIS community.

Approval is required from the Policy Board prior to modifying any component of this policy summary.

Address Points – Regional Data Specifications

REGIONAL ADDRESS POINTS DATASET - OVERVIEW

This dataset comprises address point data that are standardized and integrated across the seven-county, Minneapolis-St. Paul metropolitan area, complete with geographic coordinates and a unique identifier for each address point.

These data are to include the officially assigned address for each residential and non-residential occupiable unit in the region and any other addresses assigned to infrastructure or other geographic features by the Official Address Authority³ for a given area. Ideally, this dataset will be updated by local address authorities as soon as a new address is created or modified (e.g. building permit is issued).

County, regional and state government entities may act as intermediate, regional or state aggregators of the data. MetroGIS will designate a regional custodian that will combine the multiple point datasets into a single regional dataset and provide access to it in accordance with approved data access policies.

DESIRED DATA CONTENT

The MetroGIS Regional Address Points data specifications are presented in Exhibit 1 and are part of this official policy summary. To increase interoperability both within and beyond MetroGIS, these data specifications are intended to be interoperable with the National Address Data Standard once it is officially adopted (in draft form on August 11, 2009). MetroGIS's address points data specifications are preliminary until the national standard is adopted, at which time, refinements to the MetroGIS specifications may be needed.

Official Address Authorities that contribute to the Regional Address Points Dataset are free to utilize any hardware, software or database design they choose, provided they are able to export their data into the MetroGIS transfer format.

³ Official Address Authority means the government organization authorized to create or assign addresses for a particular jurisdiction.

Address Points – Roles and Responsibilities

A. Primary Custodian

Responsibility for the primary (source) data and its maintenance shall remain with each official address authority (city or county). These primary custodians shall be the single source of address points for the area within their jurisdiction.

Multiple methods to input address data to the regional dataset are available for use by local address authorities (e.g., web-based application, FTP). Varying levels of spatial accuracy are acceptable provided the method of data creation is documented in accordance with the data specifications.

Responsibilities

1. Update the primary address points dataset on a continuous basis.
2. Make the address points dataset available to an intermediate aggregator or the regional custodian, preferably on a daily basis, and in conformance to the MetroGIS address points data specifications. Such specifications include, data file schema (field name, length and type). *It is understood that optional attribute fields will be populated at each address authority's discretion.*
3. Provide and periodically update information about the content and completeness of the data (metadata).
4. Provide a contact person for the dataset.

B. Intermediate Aggregator

With the consent of the primary custodians involved, some organizations may choose to serve in the role of intermediate aggregator which may consist of one or more of the following functions:

- Assist multiple primary custodians with their responsibilities to varying degrees
- Compile data from multiple primary custodians for submission to the regional custodian
- Act as a technical resource to primary custodians
- Host an online address points maintenance application that can be used by addressing authorities.

C. Regional Custodian

(A regional custodian has yet to be determined. The Project Plan will provide for the possibility of an interim custodian role to initiate development.)

Responsibilities

1. Host an online address points maintenance application that can be used by addressing authorities.⁴
2. Accepting data from primary custodians (official address authorities) and intermediate aggregators on a daily basis.⁵ **Note:** *As a matter of MetroGIS policy, the regional custodian shall not change the address points data received from the address authorities. The primary custodians, shall be the only entities authorized to modify address point data as it pertains to the regional dataset.*
3. Host an automated process to compile daily changes to the local address point data into the regional dataset, including, but not limited to, the following procedures:
 - a) Testing the dataset to see that it meets regional dataset specifications (schema structure and valid code testing).
 - b) Inform the primary custodian where a primary dataset differs from a MetroGIS-endorsed standard.

⁴Some counties may also host such an application for their local address authorities. This may involve some user support such as setting up accounts and helping users to get started. This also will likely include some administrative work related to adjustments when annexations occur and affected point records change jurisdiction to a different address authority. MetroGIS is in the process of contracting for the development of a prototype application.

⁵Several counties expect to aggregate the address points dataset for all cities within their border. The desire is for the regional custodian to be able to accept changes from any authorized source in an automated way on a daily basis. (MetroGIS has partnered with Carver County to create an automated data synchronization process.)

- c) Compile and publish metadata for the regional dataset, including contact information for each primary custodian.
- d) Periodically test to verify that unique identifiers for address points are in fact unique metro wide.
4. Provide for data archive, backup, retrieval, and disaster recovery.
5. Provide for distribution of the dataset to authorized users. Exact distribution methods are yet to be determined. It is thought that both FTP and a web mapping services (WMS/WFS) will be needed.
6. Support distribution of one annual version of the address points dataset for each year, as determined by MetroGIS, as an annual archive along with appropriate metadata.
7. Support a distribution process which distinguishes between the two access types (see below) and which allows all users to access the data via the same mechanism.
8. In collaboration with MetroGIS, foster coordination among address authorities concerning contributing address data they produce to the regional dataset.
9. Participate in a MetroGIS Data Users Forums on a schedule decided by the Coordinating Committee to obtain feedback from the MetroGIS community as to desired enhancements to the dataset and any associated data access, content, documentation and/or distribution policy(ies).

Comment [RLJ1]: Policy Board directive

D. Governance

The number of organizations expected to assume one or more of the custodial responsibilities is unprecedented. To ensure that timely communication occurs among the many participating organizations and that problem solving occurs in a timely manner, a proactive governance and communication mechanism is needed. It should include the following characteristics:

- The Address Workgroup serves as an advisor to the regional custodian regarding the full range of topics that arise in the course of supporting this regional database.
- All primary custodians and intermediate aggregators are able to readily pass along to the regional custodian concerns and suggestions that arise during day-to-day operations.
- The regional custodian quickly decides if the issue or opportunity involves policy, requiring action by MetroGIS, or is limited to operational refinement.
- Primary and intermediate custodians are regularly kept apprised by the regional custodian of refinements in operational requirements and policies.
- MetroGIS leadership is kept apprised of issues and opportunities in a timely manner.

Address Points – Access / Distribution Policies

Rules associated with access to the Regional Address Points Dataset, or any portion thereof, and the process to define these rules shall be approved by the MetroGIS Policy Board. The Board's objective is to secure participation by all official address authorities that serve the seven-county, Minneapolis-St. Paul metropolitan area and, thereby, achieve and maintain complete coverage of the entire metropolitan area. To maximize participation, two policy options are offered regarding data access.

1. Open access distribution: Data is freely available to anyone who agrees to the terms of an online liability disclaimer.
2. Limited access distribution: Data are made available only to: 1) organizations that qualify to receive parcel and street centerline data without fee (government and academic organizations) and 2) organizations that serve as official first responders (e.g., ambulance providers). Such organizations must first agree to the terms of a liability disclaimer. These authorized users may utilize these data in public facing, Internet-based applications they host, provided the user of the application cannot download the source data in a format other than an image (view-only access).

Comment [RLJ2]: Policy Board preference

Comment [RLJ3]: Consistent with parcel and street centerline access policy

Any data contributed by an address authority to the regional dataset under this option shall be made available to qualifying organizations free of charge, but under terms and conditions that prohibit the redistribution of the data in a form other than an image format. The terms and conditions must also give authority to aggregators or regional custodians to withhold the data from unauthorized users.

EXHIBIT 1

ADDRESS POINTS DATABASE SPECIFICATIONS

(Address Workgroup: Please attach the latest draft here of the database specifications (currently found at http://www.metrogis.org/data/info_needs/street_addresses/MetroGIS%20Address%20Points%20DB%20Specs%20-%20draft.pdf) prior to seeking official approval from the Policy Board, with the understanding that MetroGIS's address point database specifications are preliminary until the national address standard is adopted.)

EXHIBIT 2

Operational/Procedural Clarifications

Note to Reader: On October 22, 2002, the Policy Board modified the regional policy statement for parcel data to include this Exhibit and authorized the Coordinating Committee, from that point on, to modify it and any like Exhibits for other regional policy statements when all relevant and affected parties are in agreement.

Business Rules for Address Points Dataset

ATTACHMENT B

EXCERPT

MARCH 2009 COORDINATING COMMITTEE MEETING SUMMARY

5b) Regional Address Point Dataset – Access Policy Preferences

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.

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

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

(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**. ... 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 a "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 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....

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. Wencl concurred that effectively addresses emergency response needs should be priority for the proposed access policy, noting that federal agencies are looking for address-based data, not parcel data. Claypool added that as the National Grid is more widely used, the importance of address-based data also increases.

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

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

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 (*Status – Reference Section*):

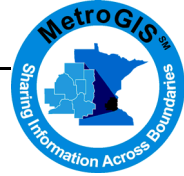
1. Explore existing statute. What rules currently exist that pertain to access to address point data and does any entity(ies) currently have a salutatory mandate to collect address point data. Present the topics to the Board as issues and opportunities, not as recommendations at this juncture
2. Present the topics to the Board as issues and opportunities, not as recommendations at this juncture.
3. 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
4. Arrange for local address authorities to participate in the presentation and state why they believe the proposed regional solution will be value to them

ATTACHMENT C

VISION COMPONENTS – REGIONAL ADDRESS POINTS DATASET (Adopted April 2005)

The Policy Board adopted a vision for proposed Regional Address Points Dataset. This vision included the following concepts and decision rules to guide next steps to define technical and organizational components necessary to achieve the vision (*not intended to be listed in any order of priority. The numbering is provided only to facilitate comment*):

1. The concept of a “single official” authority for address data for any given jurisdiction is desirable to all government entities. Its existence would reduce the creation of inaccurate or inconsistent addresses. It would also streamline the process of mitigating anomalies, as they arise.
2. Local procedures and rules pertaining to naming of streets and assignment of address numbers must be recognized as they exist and are not within the scope of the proposed regional solution. The regional solution would begin with the data created by those many and varied processes. (*Note: This acknowledgement does not apply to the format in which the data are maintained (database) but to the decisions about actual naming of names and assigning of address numbers via established local processes.*)
3. The preliminary conceptual regional database design would include (but is not limited to) the following entities for each occupiable unit within the seven county area:
 - ✓ The unit address components
 - ✓ The point geography
 - ✓ Some mechanism to relate the point to parcel data
 - ✓ Some categorization of the point type to indicate how it relates to the parcel (e.g. single structure on one parcel, one of many buildings on a parcel, an apartment unit or office suite, etc.)
4. “Occupiable unit” has been preliminarily defined by the Workgroup as any residential or non-residential occupiable space for which a government entity issues a permit to create. Office spaces that have movable walls and which do not require a permit to reconfigure will not be included in this recommendation. Such matters can be considered in the future if practical. As the project design evolves, this working definition is expected to become more specific.
5. The proposed vision for the initial regional solution assumes multiple avenues for creating, maintaining and storing address point data, and providing it to a regional dataset. For example, some individual cities would maintain the data locally in their custom database and provide updates to the regional dataset periodically. Other larger government units (PSAPs, or Counties) might also maintain data for multiple cities and townships and provide periodic updates to the regional dataset.
6. A standardized address data transfer format will be needed to implement this solution. Such a standard may have implications for local address database formats. A pilot study(ies) is recommended to frame any compatibility issues and identify viable solutions. Related work currently in progress by the Ramsey County GIS User Group should be supported and closely tracked.
7. Once desired custodial roles and responsibilities are defined, organizational candidates with matching internal business needs and abilities will be contacted to determine their interest in participating in the management of the proposed occupiable units point dataset. An agreement-in-principle on broad custodial responsibilities must be reached by key entities before a final recommendation can be considered by the Policy Board.
8. The vision includes the potential for an Internet-based application that would allow cities, which do not have their own GIS capability, to maintain such a dataset (geographic features and related address data) via this application. The data itself could reside with one or more aggregators of data. (The workgroup believes the technology, such as Web Feature Services, is stable enough to consider this as a serious option.)
9. The final proposal must include a process, acceptable to affected parties, to make sure that the address ranges of the Master Street Addressing Guide (MSAG) database remain consistent with the individual addresses of the proposed address point dataset.
10. It is desirable to be able to relate the subject point address data to street centerline data.
11. Privacy and access issues must be appropriately resolved.
12. The final proposal needs to recommend accuracy guidelines and procedures as regional best practices. A variety of positional accuracies may be acceptable if they are clearly documented.
13. The proposed solution needs to have an outreach component to inform all affected and relevant interests about the benefits of the solution and grow participation. This effort should also describe how to report anomalies as they are identified.



Cooperation, Coordination, Sharing Geographic Data

TO: Coordinating Committee
FROM: Randall Johnson, MetroGIS Staff Coordinator (651-602-1638)
SUBJECT: Regional Address Point Dataset Policy Foundation – *Who Pays to Develop Legal Mechanism to Implement the “Limited Access Distribution” Option*
DATE: August 18 2009
(For Sept 10th Meeting)

Supplement To Agenda Item 5b(1):

This report supplements the report for Agenda Item 5b(1) and assumes that the Coordinating Committee recommended that both “open access distribution” and “limited access distribution” options should be offered to primary data producers for the pending Regional Address Points Dataset.

REQUEST

That the Coordinating Committee offer a recommendation as to who should pay for legal expenses involved in drafting a mechanism to implement the authorize “limited access distribution” option.

DISCUSSION

In the Agenda Item 5b(1) report, processes are suggested for developing the policies and legal requirements related to implementing both access options. For instance, a liability disclaimer will need to be executed by all users. Policies that apply to all users are definitely appropriate to be paid for with MetroGIS resources. However, unlike the liability disclaimer, the language to implement the limited access option will only be required for a subset of the data to be included in the regional dataset. Therefore, **the question for MetroGIS** is should the cost to develop the terms and conditions to implement this limited access option be borne by the Official Address Authorities that prefer this option, or, would such a policy be counterproductive to promoting participation?

The Workgroup did not believe it appropriate to pass judgment on who should pay for the development of the requisite legal agreement(s). As such, the Staff Coordinator elected to bring matter before the Committee for consideration. The policy decided upon should be added to the end of the following statement that is presented in Item 2 of the “ADDRESS POINTS – ACCESS / DISTRIBUTION POLICIES” section of the regional policy statement (see Attachment A to Agenda Report 5b(1) for the complete policy statement):

*“Any data contributed by an address authority to the regional dataset under this option shall be made available to qualifying organizations free of charge, but under terms and conditions that prohibit the redistribution of the data in a form other than an image format. The terms and conditions must also authorize those organizations which serve as aggregators or regional custodians to withhold the data from non-qualifying organizations. *The cost of developing the actual language of the terms and conditions shall be borne by “those Official Address Authorities that select Option 2 – limited access distribution” / “MetroGIS”?*”*

Other than deciding who should pay, no action should be taken to develop the actual language until it is known for sure that one or more address authorities will choose to use the limited access option. If this is the case, the mechanism (agreed upon terms and conditions) should be recommended by a workgroup including representatives of address authorities that intend to use the restricted access option, as well as county and regional aggregators. At this time no action is requested

RECOMMENDATION

That the Committee offer a recommendation to the Policy Board as to whether or not limited MetroGIS resources should be utilized to develop the legal mechanism(s) to implement the “limited access distribution” option.



TO: Coordinating Committee

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

SUBJECT: 2010 Preliminary Major Program Objectives and Budget

DATE: August 21, 2009
(For the Sept 13 Meeting)

INTRODUCTION

The Committee is asked to comment on a preliminary listing of major program objectives that it believes MetroGIS should strive to accomplish in 2010 and a preliminary “foster collaboration” budget.

The Committee’s recommendations will be forwarded to the Policy Board for its consideration on October 14. If the Policy Board requests any modifications, the Committee would consider them and offer a revised recommendation at its December meeting.

TIE WORK PLAN WITH MISSION

When mid-year refinements to the 2009 work plan (Attachment A) were proposed at the July Policy Board meeting, Policy Board member Egan encouraged use of a method, such as the Balance Score Card methodology, to illustrate relationships between work objectives, organizational mission and objectives, and performance. This exercise is difficult to accomplish until a current Performance Measurement Plan is in place, which is expected to occur in October. Staff will then attempt to incorporate a Balanced Score Card-type methodology into the final work plan and budget proposal to be developed later this fall.

MAJOR ASSUMPTIONS FOR 2010 WORK PROGRAM

1. MetroGIS’s 2010 “Foster Collaboration” function budget request will be approved by the Metropolitan Council.
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. The agreement with NCompass (The Lawrence Group) authorizing access, without fee, to government and academic interests to their Street Centerline Dataset will be renewed before January 1, 2010.
5. Agreed-upon roles and responsibilities for support of MetroGIS endorsed regional solutions, which have been accepted by stakeholder organizations, will continue to be performed in accordance with expectations.
6. Representatives from key stakeholder organization will continue to actively participate in MetroGIS’s efforts to define and implement sustainable solutions to shared geospatial needs.

OVERVIEW OF SUGGESTED 2010 PROGRAM OBJECTIVES

The proposed program objectives for 2010 (Attachment B) offer an ambitious slate of activities: twelve “very high” and five “high” priorities. Eight additional “stretch” activities are also listed for Committee’s information; a practice that the Committee requested last year.

The suggested priority work objectives for 2010 contain several 2009 activities which were not completed, in large part, because supplemental support resources were not secured as had been anticipated when they were defined. Several changes in previously assigned priorities are also suggested at this time to accommodate:

- Needs identified over the past year (e.g., host Web Feature Services contest and develop actual implementation metrics for new performance measures)
- Preferences of the Policy Board (e.g., ensure stakeholder needs are clearly understood and expand of outreach efforts to ensure that both key and non-traditional stakeholders are aware of MetroGIS’s efforts.)
- Accomplishments over the past year.

- Priority activities identified in the 2008-2011 Business Plan not as yet included in a work plan.

As was the case for 2009 work program, rather than trim back suggested 2010 program expectations, staff believes it important to present the Policy Board with an optimistic picture of the mix of outcomes likely if proposed supplemental support resources can be secured.

Key outcomes sought via the 2010 work plan, include:

- Continue to make progress, not only to define shared application needs, but also to implement solutions,
- Continue to pursue the addition of a Technical Coordinator to MetroGIS's support team
- Continue efforts to enhance established regional solutions by clearly understanding user needs
- Make progress on implementing a Regional Address Points Dataset
- Continue to seek solutions to shared application needs, in particular by hosting a contest modeled after the Apps for Democracy contest sponsored by Washington D.C.
- Expand outreach efforts, particularly among non-traditional users of GIS technology
- Reinstate an effective performance measurement program

SUPPORT AND BUDGET IMPLICATIONS

Context: As was the case in 2009, completion of several of the proposed 2010 objectives will not be possible unless supplemental professional services and dedicated technical coordination resources are secured. Those activities, which require support beyond current capacities, are identified in Attachments B. They are preceded by "***". Those activities, for which supplemental professional services, are needed are identified in the comment section.

The Technical Leadership Workgroup (see Reference Section) has preformed an extremely valuable service over the past year but cannot be expected to function any where near the level expected of dedicated support. The members of this workgroup deserve a big thank you as does the Metropolitan Council's GIS Unit for permitting Mark Kotz to serve as chair of this important workgroup.

Allocate Funds Differently Than In Past: Given that available resources are not sufficient to address currently known priorities in a timely manner, a major departure from the 2009 budget is suggested.

First – suspend project solicitation. Instead of budgeting funds for prospective Regional GIS Projects, as has been the case for the past few years, these funds are proposed to be used for three projects defined as very high priorities in the proposed work program (Items A 1 & 3 and Item B1).

Second –outsource technical coordinator. If supplemental resources beyond those defined in the MetroGIS's foster collaboration budget can be identified, the preliminary budget proposed herein should be reevaluated to determine how much of MetroGIS's "foster collaboration" funding should be allocated to this propose.

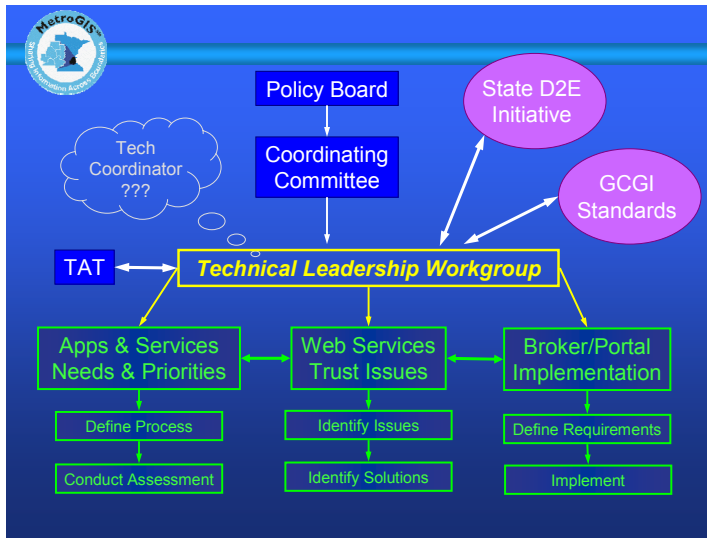
Evaluate Information Need Priorities. Direction is requested from the Committee as to the desirability of setting as the # 8 priority - "Conduct second-generation identification of shared information needs". To do so, "Pursue implementation of a more fully developed geographic data, applications and service broker" is proposed as the #11 priority and "Explore methods for Enhancing Trust in reliability of shared services" as the #12 priority. The Chair of the Technical Advisory Leadership Workshop is concerned that if assigned lead responsibility for #8, the Workgroup will not have the resources to also address #11 and #12. As such, for 2010, as a compromise, objective #8 would only involve development of the methodology for the second generation survey which is a component of the proposed objective #7 involving development of specific metrics.

RECOMMENDATION

That the Coordinating Committee:

- 1) Suggest modifications to the preliminary 2010 program objectives presented in Attachment B, in particular regarding expectations for the proposed #8, #11 and #12 objectives.
- 2) Suggest modifications to the preliminary 2010 "Foster Collaboration" budget presented in Attachment D.
- 3) Forward the Committee's thinking for a preliminary 2010 Work Plan and Budget to the Policy Board for direction prior to developing the final proposal.

REFERENCE SECTION



Technical Leadership Workgroup Members:

Marl Kotz, Metropolitan Council – Chairperson
Bob Basques, City of St. Paul
David Bitner, MAC
John Carpenter, Excensus
Chris Cialek, LMIC
Jim Maxwell, The Lawrence Group (TLG)
Robert Taylor, Carver County
Nancy Read, Metropolitan Mosquito Control District

ATTACHMENT A

Status of MetroGIS's 2009 Program Objectives – As Modified July 2009

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

Work Objectives	Comments	Lead Responsibility
1. Sustain traditional "foster collaboration" support activities ^(a) . Expand effort related to "Fostering awareness of MetroGIS's accomplishments and the public value created via its efforts", specifically to broaden basic understand among non-traditional stakeholders and deepen understanding of leadership for key stakeholder interests	<u>In progress</u> . Need to secure planned Supplemental Professional Services Contractor to increase time available for expanded outreach effort. RFP Process anticipated Fall 2009	Designated Custodians and Staff Coordinator
2. Pursue implementation of solutions to specific shared needs for applications and web services.	<u>In progress</u> . 3 projects approved and need 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	<u>In progress</u> . Changed 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	<u>In progress</u> . Must have agreement on outcomes in time for attorneys to finish before 12/31/09.	Staff Coordinator
5. Streamline Data Access for Emergency Responders	<u>In progress</u> . Workgroup hopes to achieve a clear problem definition by October	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	<u>Minimal progress</u> . Related to the need to secure a qualified Supplemental Professional Services Contractor – see No. 1	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	<u>Not Started</u> . Need to secure a qualified Supplemental Professional Services Contractor – see No. 1	Staff Coordinator and TBD consultant
8. 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.	<u>In progress</u> . Need to execute a contract to retain Applied Geographics before work on the actual database can begin.	Address Workgroup and TLW, Mark Kotz/ Nancy Read Co-project mangers, and Staff Coordinator
9. Update Performance Measurement Plan (measures of public value) to align with the 2008-2011 Business Plan and pursue implementation	<u>In progress</u> . On course to be adopted by the Policy Board October 2009.	Staff Coordinator and KLD Consulting
10. Complete development of a plan to ensure obstacles to data sharing do not materialize (see January 24, 2008 workshop proceedings), including evaluation of the "organizational competencies" concept to identifying strategic capabilities not identified during development of the new Business Plan and the survey of stakeholders called for in the 2008 Annual Performance Measurement Report.	<u>Not Started</u> . Need to secure a qualified Supplemental Professional Services Contractor - see No. 1	Staff Coordinator and consultant TBD.

ATTACHMENT B

Preliminary MetroGIS's 2010 Program Objectives

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

Proposed Objective (Numbers intended to designate relative importance) (Changes from 2009 illustrated)	Proposed Priority	Comments	Lead Responsibility
1. Sustain traditional "foster collaboration" support activities ^(a) . (see Item 5)	Very High	Ongoing. Directive set forth in the 2008-2011 Business Plan. Need to secure planned Supplemental Professional Services Contractor to increase time available to expand outreach effort called for in July 2009. RFP process expected to be published fall 2009.	Designated Custodians and Staff Coordinator
2. Continue to seek addition of dedicated Technical Coordinator and technical administrative resources to the MetroGIS support team	Very High	Carry over from 2009. Changed tactic to investigating potential for 3-5 year outsource contract funded by multiple beneficiaries, as opposed to a permanent new position. Until these dedicated resources are secured, the Technical Leadership Workgroup will continue to fill this role to the extent possible. Objectives preceded with "**" can not be fully achieved without these additional resources.	Staff Coordinator with advice from Technical Leadership Workgroup - Mark Kotz, Chair
3. **Implement a Regional Address Points Dataset and Web-Editing Application to assist smaller producers of address data participate in the regional solution.	Very High	Carry over from 2009. Applied Geographics has been selected to develop this application. Need to execute a contract before work on the actual database can begin. Once this application is developed, work on the actual regional dataset can begin.	Address Workgroup - Mark Kotz/Nancy Read Co-project managers.
4. **Pursue implementation of solutions to specific shared needs for applications and web services specifically via: <ul style="list-style-type: none"> ▪ Implementation of Best Image Service (2009 funded project) ▪ Government Service Finder Prototype (2009 funded project) ▪ Host a Web Feature Services contest modeled after the Apps for Democracy contest hosted by Washington D.C. 	Very High Very High Very High	Ongoing. Although a component of ongoing support, this generic objective is called out as a separate activity to call attention to the 3 specific projects, which involve MetroGIS funding - 2 approved and 1 proposed.	Each of the three project workgroups that proposed these projects with advice from the Technical Leadership Workgroup - Mark Kotz, Chair.
5. Expand effort related to "fostering awareness of MetroGIS's accomplishments and the public value created via its efforts", specifically to broaden basic understanding among non-traditional stakeholders and deepen understanding of leadership for key stakeholder interests.	Very High	These efforts should be coordinated with the development and implementation with the surveys proposed for the next-generation Performance Measures Plan that is expected to be endorsed October 2009. This expanded outreach initiative should also be designed to address the intent of the action "Evaluate stakeholder participation relative to needs to achieve current regional objectives" called for in Item "f", Section VIII of the Business Plan" (Attachment C of this report)	Staff Coordinator in conjunction with supplemental professional services to assist with defining the methods and materials.
6. Initiate updating of the MetroGIS Outreach Plan to emphasize	Very High	Carry over from 2009. Related to Objective 3, a	Staff Coordinator in

Deleted: Expand effort related to "fostering awareness of MetroGIS's accomplishments and the public value created via its efforts", specifically to broaden basic understanding among non-traditional stakeholders and deepen understanding of leadership for key stakeholder interests (July 2009 refinement).

Deleted: 3

Deleted: 8

Deleted: High

Deleted: 2

Deleted: Very High¶

Deleted: 16

Deleted: Medium¶

<p align="center">Proposed Objective (Numbers intended to designate relative importance)</p> <p align="center">(Changes from 2009 illustrated)</p>	<p align="center">Proposed Priority</p>	<p align="center">Comments</p>	<p align="center">Lead Responsibility</p>
ways to identify opportunities and ensure stakeholder awareness of regional datasets, DataFinder, pending solutions related to shared application needs		priority need identified by the new Policy Board Chair spring 2009. Dependent upon securing the planned Supplemental Professional Services Contractor	conjunction with supplemental professional services
7. Develop specific performance measures methods (measures of public value) to implement 2009 Performance Measurement Plan.	Very High	Second phase of the Performance Measurement Plan update process accomplished in 2009. The first phase was designated as a Very High priority. The Updated Plan calls for annual assessments of stakeholder satisfaction with MetroGIS's efforts via surveys.	Staff Coordinator in conjunction with supplemental professional services
8. **Conduct second-generation identification of shared information needs. Phase I – Define research method.	Very High	<p>Identified in the Business Plan as a 2009 objective to be conducted in conjunction with shared application needs assessment but not previously included in an annual work plan (Item "d". Section I of the Business Plan" (Attachment C of this report).</p> <p>In November 2008, a forum was hosted to identify shared application and service needs. The information gained only partially addresses the larger scope intended by this objective.</p> <p>The emphasis on actions to understand and act on emerging needs proposed in the new Performance Measurement Plan complements this objective, as is the call to continually assess user satisfaction via surveys and peer review forums.</p>	Staff Coordinator with advice from the TLW
9. Streamline Data Access for Emergency Responders	Very High	Carry over from 2009. A workgroup is making progress to define the issues	Workgroup, Gordon Chinander, chair
10. Investigate organizational/governance structure changes necessary to effectively address priority shared geospatial needs (in conjunction with Items and 2 and 4 – to extent necessary to achieve goal of partnering with non-government interests.)	Very High	Carry over from 2009. A related initiative to explore partnering opportunities with non-government interests (#1 above). The idea was explored with several local content experts who process desired expertise. Although interest was expressed, no substantive progress was made. As this topic is also a high priority of the National Geospatial Advisory Committee, in particular its Governance Subcommittee, the Staff Coordinator elected to integrate MetroGIS's experience and needs into a proposal under development for the December 2009 full Committee meeting.	Staff Coordinator
11. ** Pursue implementation of a more fully developed geographic data, applications and service broker	High	2009 objective postponed to 2010 per Policy Board decision on July 22, 2009	Technical Leadership Workgroup - Mark Kotz, Chair
12. ** Explore methods for Enhancing Trust in reliability of shared services.	High	2009 objective postponed to 2010 per Policy Board decision on July 22, 2009.	Technical Leadership Workgroup - Mark Kotz, Chair

Deleted: 5

Deleted: 14

Deleted: High¶

Deleted: 8

Deleted: 9

<p align="center">Proposed Objective (Numbers intended to designate relative importance)</p> <p align="center">(Changes from 2009 illustrated)</p>	<p align="center">Proposed Priority</p>	<p align="center">Comments</p>	<p align="center">Lead Responsibility</p>
<p>13. 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.</p>	<p align="center">High</p>	<p>Carry over from 2009. Development of strategies to attain the deliverables called for in the key elements defined fall 2008. Dependent upon securing the planned Supplemental Professional Services Contractor.</p>	<p>Staff Coordinator in conjunction with supplemental professional services</p>
<p>14. ** Establish and leverage working relationships with jurisdictions adjoining the Twin Cities metropolitan area to improve data interoperability with those jurisdictions</p>	<p align="center">High</p>	<p>Carry over from 2009. The presence of Supplemental Professional Services (see item 1) and a Technical Coordinator are needed to free up sufficient time to effectively address this objective</p>	<p>Staff Coordinator in conjunction with advice from Technical Leadership Workgroup</p>
<p>15. **Initiate and complete development of a plan to ensure obstacles to data sharing do not materialize (see January 24, 2008 workshop proceedings), including evaluation of the "organizational competencies" concept to identifying strategic capabilities not identified during development of the 2008-2011 Business Plan</p>	<p align="center">High</p>	<p>Carry over from 2009. Dependent upon securing a qualified Supplemental Professional Services Contractor - see Priority No. 1. The original 2009 objective called for completing this plan. The Policy Board directed on July 22 that the survey of stakeholders called for in the next generation Performance Measurement Plan is to be incorporated into this activity.</p>	<p>Staff Coordinator in conjunction with supplemental professional services</p>
<p align="center">STRETCH OBJECTIVES TIME AND RESOURCES PERMITTING</p>			
<p>16. **Populate metadata for GeoServices Finder, including creation of a template to promote standardization</p>	<p align="center">Medium</p>	<p>Carry over from 2009.</p>	
<p>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 16, above)</p>	<p align="center">Medium</p>	<p>If DataFinder is proposed to remain a freestanding application, pursue the preliminarily cited 2009 objective to "Prepare a support Plan for DataFinder". Otherwise, consolidate with a plan for the replacement application</p>	
<p>18. **Make substantive progress to achieve vision for next generation (E911-compatible) Street Centerline Dataset</p>	<p align="center">Medium</p>	<p>Postpone until Peer Review Forum hosted for current TLG Street Centerline Dataset</p>	
<p>19. Refresh design of MetroGIS website</p>	<p align="center">Medium</p>		
<p>20. **Create a forum for visioning, coordinating, finding, and funding technical resources for the development and testing of applications and web services.</p>	<p align="center">Low</p>	<p>Premature use of limited resources until work completed to identify priorities for shared application needs.</p>	
<p>21. **Explore Geospatial Marketplace - (Collaboration Registry/Portal)</p>	<p align="center">Low</p>	<p>The TAT considered this idea at its April 17, 2008 meeting and did believe it to be a good use of resources, given other higher priorities at this time.</p>	
<p>22. Expand Outreach Plan to include a marketing component</p>	<p align="center">Low</p>	<p>Policy Board directive July 2007 distinguishes marketing from outreach</p>	
<p>23. Investigate impact of cost recovery on ability to achieve desired data sharing</p>	<p align="center">Low</p>	<p>Identified as a need in Appendix K to the 2008-2011 Business Plan</p>	
<p>24. **Conduct Peer Review Forums for endorsed regional solutions to shared information needs</p>	<p align="center">Low</p>	<p>Carry over from 2009. Dependent upon availability of supplemental technical and administrative support. Should be coordinated with Item #8 and surveys associated with performance metrics.</p> <p>NOTE: The Chair of the Technical Leadership Team</p>	

Deleted: 7
Deleted: Very High

Deleted: 6
Deleted: Very High

Deleted: 12

Deleted: 13
Deleted: High

Deleted: 16
Deleted: High

Proposed Objective (Numbers intended to designate relative importance) (Changes from 2009 illustrated)	Proposed Priority	Comments	Lead Responsibility
		<i>believes that Item 8, if conducted, will achieve the purpose of this objective. Therefore, it can be assigned a low priority until after the second generation needs are known.</i>	

(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, including applications as well as a data (2009 addition)
- 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 C

Excerpt 2008-2011 Business Plan (pages 52-55): Work Program Suggestions 2008-2009

(Shaded Items Identified as Candidates for MetroGIS's 2010 Work Program)

Table 3. Priority, Scheduling and Resource Needs for Implementing Tactics

Work Program Item (## added 9/12/07 by Coordinating Committee.)	Overall Rank 1	Suggested Program Year	Requires Additional Technical Support	Comment
I. Develop and Maintain Regional Data Solutions to Address Shared Information Needs				
a. Execute Next-Generation Parcel Data Sharing Agreement. Current agreement expires 12/08. <i>(Also Areas 3 and 6)</i>	1	2008		An annual fee has been paid with previous agreements to help counties automate the process of translating data into regional database format.
b. Execute Street Centerline Agreement. Current agreement expires 12/09. <i>(Also Areas 3 and 6)</i>	2	2009		An annual data maintenance fee has been paid with previous agreements.
c. Adopt Best Practices to Provide View-Only Access to Licensed Data Via Applications <i>(Also Area 6)</i>	5	2008*		*This is a component of Activities 1a and 1b.
d. Conduct second-generation identification of shared information needs (Related to Activity 2a - Shared Application Need Assessment).	6	2009	X	This is the anticipated next step (late 2008 or 2009) following agreement on an application- sharing policy framework--Activity 2a.
e. Make substantive progress to achieve vision for next-generation (E911 Compatible) Street Centerlines dataset. <i>(Also Areas 3 and 6)</i>	8	2009	X	Comment from survey: "Requires management and policy leadership from MESB and involvement of PSAPs."
f. Decide next steps for emergency preparedness regional solution. <i>(Also Area 6)</i>	9	2009	X	Evaluate lessons learned from Phase I efforts
g. Make substantive progress to achieve the vision for Addresses of Occupiable Units dataset. This includes implementation of a web-editing application to foster participation by smaller entities. <i>(Also Areas 3 and 6)</i>	13	2008	X*	In progress: *Mark Kotz, Metropolitan Council, is currently filling the technical leadership (TL) role. Depending upon the Council's perception of benefit received, other leadership resources may be needed.
h. Achieve regional solution for jurisdictional boundaries such as school districts and water management organizations.	20	2009		This is dependent upon ability to secure regional custodian commitments.
i. Investigate partnering opportunities with non-government interests. <i>(Also Areas: 2, 3, and 7)</i>	28	2008	X?	This is a top priority of the Policy Board. Assume Staff Coordinator will be the initial contact. As relationships are established, work with Technical Leadership.
Conduct Peer Review Forums. Candidates include: Parcels, Existing Land Use, Socioeconomic Web Resources Page, Hydrology, and Street Centerlines.	32	2009+	X	Purpose: Invite suggested enhancement to regional solutions to ensure continued relevance to stakeholder needs.

¹ The overall priority ranking reflects the results of a survey of Coordinating Committee and Technical Advisory Team members in August 2007. The proposed work program year reflects the final recommendation of the Coordinating Committee. See Appendix K for an ungrouped listing of relative priority.

II. Expand Endorsed Regional Solutions To Include Support And Development Of Application Services				
##Secure technical leadership and coordination resources needed to accomplish desired expansions in scope. (Also Area 8)	N/A	Begin 2007 2008	X	This is the highest priority next step. A plan needs to be in place by April, 2008. Board prefers to secure needed resources by mid-year.
a. Develop policy framework and plan for shared applications and begin implementation (e.g., define the range of sharing options and those appropriate for MetroGIS).	3	Begin 2007 2008	X	This is a top priority in moving toward an expanded scope.
b. Apply lessons learned from Geocoding Pilot Project.	10	2008*		*This is a component of Activity 2a.
c. Implement ApplicationFinder. (Also Area 6)	11	2008	X	LMIC's 2007 Service Broker project will define parameters important to implementation.
d. Pursue web-based "message board" to facilitate partnering on shared application needs.	16	2008?	X	Pursue after, or with, development of ApplicationFinder (Priority 11).
III. Facilitate Better Data Sharing by Improving Processes, Making More Data Available, and Enlisting More Users				
a. Establish working relationships with jurisdictions adjoining the Twin Cities metropolitan area to improve data sharing and interoperability. (Also Area 6)	4	2008	X	Assume the Staff Coordinator will be the initial contact. As relationships are established, work in concert with Technical Leadership.
b. Advocate for MetroGIS's efforts in development of statewide geospatial polices.	14	Ongoing		
c. Develop a management and support plan for DataFinder which incorporates tactics suggested in this Business Plan. (Also Area 6)	24	2009	X	Implement after Activities 8f and 8g.
d. Investigate enhancements to DataFinder. (Also Area 6)	30	2009?	X	Implement after Activities 3c, 8f and 8g, if a need is identified.
e. Explore creation of Geospatial Marketplace, including Metadata "lite" directory to supplement catalogue in DataFinder, and investigate the potential for an "open source data model." (Also Area 6)	31	2008 metadata "lite" component	X	This is ongoing as specific data models are considered.
f. Investigate impact of cost recovery policies on the ability to achieve desired data sharing. (Also Areas 1 and 6)	34	?		This is best addressed within the context of a practical, as opposed to a theoretical, situation.
IV. Promote a Forum for Knowledge Sharing				
a. Host or co-host educational forums. (Also Area 2)	7	2008?		Need to decide purpose of forums
b. Leverage electronic tools.	12	Ongoing		This is a component of the "fostering collaboration" function: "Facilitating sharing of knowledge relevant to the advancement of GIS technology among stakeholders"
V. Build Advocacy and Awareness of the Benefits of Collaborative Solutions to Shared Needs				
a. ##Update the Outreach Plan. Focus on ensuring stakeholder awareness of regional datasets and DataFinder, not on increasing participation in the MetroGIS organization.	N/A	Fall 2007		Added on 9/12/07. The Coordinating Committee concluded the existing Outreach Plan should be updated, as it has not been updated since adopted in 2002.
b. Develop briefing materials to support leaders' advocacy for benefits	17	2009		Implement after shared application role is defined.

of collaboration among their peers. (Also Area 6)				
c. Expand MetroGIS Outreach Plan to include a marketing component and begin implementation. (Also Area 6)	33	2009		Board direction July, 2007: Not sure if "marketing" is appropriate. Once shared applications role is defined, reassess need and purpose. Leverage marketing expertise possessed by stakeholders before consultant assistance is considered.
VI. Expand MetroGIS Stakeholders				
a. See III(a) "Working relationships with adjoining jurisdictions."				Expands relationships beyond metropolitan area
b. See I(f) "Next steps for emergency preparedness solution."				Expands types of users
c. See I(g) "Addresses of Occupiable Units."				Expands types of users, in particular with cities
d. III (e) "Geospatial Marketplace"				Expands relationships with non-government users
VII. Maintain Funding Policies that Make the Most Efficient and Effective Use of Available Resources and Revenue for System-Wide Benefit				
a. Advocate for legislative funding initiatives valuable to outcomes defined by MetroGIS. (Also Area 6)	15	Ongoing		Implement as opportunities arise.
b. Update Performance Measurement Plan (e.g., measures of public value) to align with Business Plan.	21	2008		Pursue this after shared applications-related policies and roles are in place.
c. Investigate creation of a partnership, or joint powers body, to expedite cost sharing on shared data acquisitions, applications, etc. (Also Area 6)	25	2009	X	Seeks to streamline management and spending of funds (contracting and intellectual property rights) where multiple organizations are involved.
d. Foster community-focused philosophy regarding GIS return on investment	26	Ongoing		This has been moved to Guiding Principles. Candidate performance measure.
VIII. Optimize MetroGIS Governance and Organizational Structure				
a. ##Ensure accomplishments are maintained while continuing support of foundation activities for traditional "foster collaboration" function.	N/A	Ongoing		The Coordinating Committee concluded on 9/12/07 that continued support of these ongoing activities functions should be articulated as a priority need.
b. ##Secure technical leadership and coordination resources needed to accomplish desired expansions in scope. (Also Area 2)	N/A	Begin 2007 2008	X	Highest Priority Next Step A plan needs to be in place by April, 2008. Board prefers to secure needed resources by mid-2008.
c. Develop a Leadership Succession Plan and ensure adequate support.	18	Begin 2007 2008		Retirements are pending for key management and political leaders.
d. Update operating guidelines to align with this Plan.	19	2009		Pursue after Outreach (Priority 33a) and Performance Measurement Plans (Priority 21) are updated.
e. Update Performance Measurement Plan (measures of public value) to align with this Business Plan. Implement Performance Measurement Plan.	21	2008	X?	Pursue once applications-related policies and roles are decided.
f. Evaluate stakeholder participation relative to needs to achieve current regional objectives.	22	2009	X	Pursue after "shared applications" implementation is underway. This is also a component of Activities 8g, 8h, and 8i.
g. Conduct Participant Satisfaction Survey.	23	2009		Pursue after "shared applications" implementation is underway (Activity 2a, Priority 3).
h. Seek reaffirmation of role expectations by key stakeholders (i.e., sponsors and custodians).	27	Begin 2007		The Coordinating Committee concluded on 9/12/07 that this action should involve presentations to key participants to clarify role expectations. There is no

				formal endorsement to be requested.
i. Conduct an evaluation of "Organizational Competencies" once Technical Leadership resource need is addressed and a plan for addressing shared applications is in place.	29	2009 (2008, time permitting)		Following adoption of "shared applications" plan, and resolution of current technical leadership support needs, complete the work to apply "organizational competencies" concepts fostered by Professor John Bryson, University of MN, to MetroGIS's Business/Work Planning efforts. Work on this management tool had to be postponed until the competency resources and needs related to applications are established.

ATTACHMENT D

Preliminary 2010 MetroGIS Foster Collaboration Budget

(SEE THE DOCUMENT ON THE FOLLWING PAGE)

ATTACHMENT D

**Preliminary 2010
MetroGIS "Foster Collaboration" Function Budget**

(Funding provided by the Metropolitan Council)

		2009	2010
Main Activity	Sub-Activity	Approved	Preliminary Proposal
Professional Services/Special Projects		\$56,000	\$53,000
	A. Identify and Implement Solutions to Specific Shared Information and Application Needs		
	(1) Host Web Feature Services Contest (assumes other partners)		\$15,000
	(2) Conduct Second -Generation Shared Information Needs Analysis / Ensure Stakeholder Needs are Understood		Part of B(2)
	(3) Project Plan/Outreach Tactics for Regional Address Points Dataset		\$5,000
	(4) Regional GIS Projects	\$35,000	\$0
	B. Agreements and Organizational Development Projects		
	(1) Develop Performance Measurement Methods to Implement New Plan Adopted 2009		\$15,000
	(2) Develop new Communications/Outreach Plan	\$3,000	\$8,000
	(3) Design New Outreach Materials / Refresh Website Design (See below for printing) ⁽ⁱ⁾	\$8,000	\$5,000
	(4) Develop a Plan to Address Known Risks and Obstacles to Sharing (e.g., Security, Licensing, Budgets, etc.) ⁽ⁱⁱ⁾	\$7,000	\$5,000
	(5) Leadership Development Plan (based upon 10 key elements defined in 2008)	(iii)	(iv)
	C. Technical Coordinator Outsource Contract (assumes other partners 3+/- year pilot)		TBD ^(v)
	D. DataFinder - Contingency Fund for Unexpected Repairs (covered in new license 2010+)	\$3,000	\$0
Data Access/Sharing Agreements	Regional Parcel Data Sharing Agreement (contract payments to counties per 2009-2011 agreement)	\$28,000	\$28,000
Outreach		\$1,600	\$4,600
	Printing of new Outreach Materials (e.g., Information Brochure) <i>Item B(6) must precede.</i>	\$0	\$3,000
	Advocacy/Networking Mileage (200 m/mo x \$.48/mile = \$1,152) ^{(vi) (vii)}	\$1,200	\$1,200
	Annual Report/Informational Brochure (see above)		
	• Postage – 800 postcards (\$0.30=\$240) in addition to 1500+ via email)	\$300	\$300
	• Minimal for other communications	\$100	\$100
Misc Office		\$400	\$400
	Website Domain registration (www.metrogis and www.datafinder - \$20/ea)	\$40	\$40
	Specialty Team/Forum Support Materials	\$360	\$360
	TOTAL NON-STAFF PROJECT FUNDS	\$86,000	\$86,000
Dedicated Staff Support^(x)		TBD	TBD
	Grand Total	TBD	TBD
NOTES:			
	⁽ⁱ⁾ Development/update of outreach materials to follow Outreach Plan Update project. See Item B(2).		
	⁽ⁱⁱ⁾ This activity includes developing a Livelihood Scheme / Defining Organizational Competencies. See 2008-2011 MetroGIS Business Plan (Chapter 3 - Section VIII and Appendix H) for explanation of organizational competencies and Livelihood Scheme.		
	⁽ⁱⁱⁱ⁾ Request for bids conducted November 2008. No bids received, so project postponed.		
	^(iv) TBD. If sufficient budgeted funds remain uncommitment as of the October Policy Board meeting and carry over of uncommitted funds to 2010 is permitted.		
	^(v) If other sources of funding are determined to be potentially available, decide how much of MetroGIS's funds should be redirected.		
	^(vi) Travel by participants is paid by the participant's organization		
	^(vii) Knowledge sharing opportunities constitute an important reason why individuals elect to participate in MetroGIS activities.		



TO: Coordinating Committee
FROM: MetroGIS Staff Support Team
Contact: Randall Johnson (651-602-1638)
SUBJECT: Glossary of Terms
DATE: August 7, 2009
(For the Sept 10th Mtg.)

REQUEST

Policy Board Chairperson Schneider has requested a glossary of terms to share with Board members to help them better understand proposals that the Board is asked to consider.

PROPOSAL

Two sources of definitions of terms are proposed as the foundation for the requested glossary of terms. They are the glossaries which are components of:

- 1) The 2008-2010 MetroGIS Business Plan, adopted in October 2007. Each of these definitions was “offered in an attempt to provide a common understanding of terminology important to MetroGIS’s efforts”
- 2) A Congressional Research Service Report entitled “Geospatial Information and Geographic Information Systems (GIS): Current Issues and Future Challenges”, published on June 8, 2009 and authored by Peter Folger, Specialist in Energy and Natural Resources Policy.

The terms from each source have been consolidated into a single document, which is presented in Attachment A. Terms from the Business Plan **bolded** and terms taken from the Congressional Research Report are shown in *italics and underlined*. For terms that have a definition from both sources, **both are included and shaded** for direction from the Committee as the one that best fits MetroGIS’s needs.

RECOMMENDATION

That the Committee:

- 1) Offer any suggested, deletions, additions, and modifications to the listing of terms and their respective definitions presented in Attachment A
- 2) Decide among competing definitions for the same term.

ATTACHMENT A

GEOSPATIAL AND GIS TERMINOLOGY

Application: a term used to describe a mechanism for creating information from data. By one definition, an application is a "program or web mapping service designed to perform a specific function directly for the user." Applications are also referred to as "software". Examples include word processing software, database programs, and mapping tools.

Combination of computer software (e.g., web services, computer program, or script) used to query, combine, analyze, and/or print visualizations of geospatial data to address a particular business information need.

A computer program used for a specific task or purpose, such as accounting or land use planning.

The use of GIS technology to solve problems, automate tasks, and/or generate information within a specific field of interest. For example, a common agricultural application of GIS is determining fertilization requirements based upon maps of soil chemistry and previous crop yields.

Attribute: descriptive information about the properties of events, features, or entities associated with a location, such as the ownership of a parcel of land, or the population of a neighborhood, or the wind speed and direction over a point on the ground.

Best Practice or Best Management Practice: A recognized reference or method related to developing, documenting, managing, sharing, distributing or utilizing geographic data or applications which promotes consistency among the producers and increased interoperability of the data among the users. A reflection of what the community has learned about what works.

Broker: A Broker utilizes a structured catalog to act as a searchable registry of datasets or services, providing information about resource availability and access instructions. Using a simple browser interface, consumers query the broker, find datasets or services and then directly interact with the resource providers. Conceptually, this is similar to conducting a Google search, then linking to the information of interest. The broker function facilitates enforcement of requisite standards and protocols, as well as possibly providing authentication (security) services. The FGDC Clearinghouse and Geospatial One-Stop (GOS) sites provide examples of some Broker capabilities. The Clearinghouse provides a single point of contact regarding available resources while maintaining statistics on clearinghouse node availability. GOS tests metadata documents for standards compliance as part of its metadata harvesting function. (Source: *Minnesota state GIS enterprise conceptual architecture design*"; Minnesota Governor's Council on Geographic Information white paper; March 23, 2005; <http://www.gis.state.mn.us/pdf/MNGISConceptualArchitectureDesign.pdf> ; definition extracted from pp 4, 5 & 11.

Business Information Need: Information needed to accomplish a business task that is a derivative of geospatial data. (e.g., I need to know the owner of a parcel of property and how to contact them, I need to know which community a particular property is located within, I need to know the drainage outlet for a particular wetland.)

Cadastral: the map of ownership and boundaries of land parcels.

Cartography: the study and practice of making maps.

Catalog: A Catalog is a collection of Catalog Entries that is organized to assist in the discovery and retrieval of datasets or services, which are of interest to the user. (Source: "*The OpenGIS Abstract Specification; Topic 13: Catalog Services; version 4*"; Open GIS Consortium; 1999; <http://www.opengeospatial.org/standards/as> ; p8)

Catalog Entry: Describes or summarizes the contents of a set of geospatial data or a service, and is designed to be queried. A Catalog Entry is usually a subset of the complete metadata for the described geospatial dataset or service. (Source: “*The OpenGIS Abstract Specification; Topic 13: Catalog Services; version 4*”; Open GIS Consortium; 1999; <http://www.opengeospatial.org/standards/as> ; p8)

Consensus: The preferred means of decision-making by MetroGIS. Consensus is attained when all parties are either in favor of or can tolerate particular outcomes of a decision.

DataFinder: DataFinder is a one-stop-shop for discovering geospatial data pertaining to the seven county Twin Cities metropolitan area. Its primary function is to facilitate sharing of GIS (Geographic Information System) data among organizations serving the Twin Cities metropolitan area of Minnesota. DataFinder provides metadata describing GIS data sets, many of which can be directly downloaded or used via map services.

DataFinder Café: The DataFinder Café is an interactive tool for viewing and downloading GIS datasets. It allows users to download datasets by custom geographic extents or selections. The Café also allows users to browse GIS datasets, print maps, and save mapping sessions for later use or for sharing with others.

Data Standard: A statement of what data should be recorded, how data should be recorded, and how data should be supported by a system in order to retain its full meaning. A data standard should enable consistency and predictability in recording of data; and facilitate its interoperability and use. (Adapted from <http://www.willpowerinfo.myby.co.uk/cidoc/guide/guideglo.htm>.)

A well defined set of properties or specifications for measuring acceptability, quality or accuracy for a specific type of data which is accepted as correct by custom, consent, or authority that facilitates the creation, use, or dissemination of such data. (Adopted from Black’s Law Dictionary)

Datum: a definition of the origin, orientation, and scale of the coordinate system and its tie to Earth.

Endorsed Regional Solution: The MetroGIS Policy Board endorses desired specifications for geospatial data needed commonly by the MetroGIS data-user community, following a broadly participatory and replicable process. These commonly needed data are referred to as "regional data". The Policy Board also endorses roles and responsibilities for primary and regional custodians of these data and seeks out agreements with specified organizations to carry out the desired tasks. In addition, endorsement of a regional dataset involves guidelines for access, content, and distribution of the dataset. (Source: <http://www.metrogis.org/data/index.shtml>.)

Geocoding (also known as Geo Referencing): Geocoding refers to the assignment of real world coordinates to geographically reference data using an appropriate Geographic dataset. Examples: Geocode a street address: Take an address, such as 123 Main Street and compare it to a GIS street dataset. In this scenario, the resulting point (x,y) will be interpolated along a street segment with the name "Main" and with a range of addresses such as 100-200.

Geocoding: assignment of alphanumeric codes or coordinates to geographically referenced data. Examples include the two-letter country codes, or the coordinates of a residence computed from its address.

Geocoding Service: A service (normally provided via the web, or as a desktop application) on that allows the user to geocoding.

Geographic Data (also known as geospatial data): This type of data has two major components: spatial and attribute. The spatial component (“feature”) can be a point (fire hydrants), line (street centerlines)

or polygon (parcels). All have a location in the form of map (X, Y, and sometimes Z) coordinates. The attributes of a spatial “feature” describe the feature (fire hydrant – diameter of pipe), street center (functional class of the road), and parcels (name of the property owner).

GeoWeb: The Geospatial Web or **GeoWeb** is a merging of geographical information with the Internet. This merger is creating an environment where searches can be based on location as well as [keywords](#). (i.e. “What is located here?”)

The GeoWeb is currently characterized primarily by geo-browsers such as [Google Earth](#), [NASA World Wind](#), [Google Maps](#), [Windows Live Local](#) and [Yahoo Maps](#). Geo-browsers have been major a factor in raising awareness of the importance of geography and location as a means to index information. The impact of the GeoWeb will likely be similar to Google Search and have similar impact on the organization and function of the Internet. (Source: Adapted from Wikipedia.)

Geographic Information System (GIS): a digital database in which information is stored by its spatial coordinate system, which allows for data input, storage, retrieval, management, transformation, analysis, reporting, and other activities. GIS is often envisioned as a process as much as a physical entity for data.

Geographic Information System (GIS) Technology: A GIS is a computerized database management system for the capture, storage, retrieval, analysis, and display of data defined by location.

Geospatial data: information that identifies the geographic location and characteristics of natural and constructed features and boundaries on Earth. **Global Positioning System (GPS):** a navigation system supported by a constellation of satellites placed in orbit by the U.S. Department of Defense. The satellites transmit precise microwave signals that enable GPS receivers to determine their location, speed, and direction.

Hydrography: the charting and description of bodies of water.

Infrastructure: The word infrastructure is used to promote the concept of a reliable, supporting environment, analogous to a road or telecommunications network. Spatial data infrastructures facilitate access to geographically-related information using a minimum set of standard practices, protocols, and specifications. Spatial data infrastructures are commonly delivered electronically via the internet. (Source: Australian Spatial Data Infrastructure at <http://www.anzlic.org.au/infrastructure.html>.)

Interoperability: Capability to communicate, execute programs, or transfer data among various functional units in a manner that requires the user to have little or no knowledge of the unique characteristics of those units ISO 2382-1. "The ability for a system or components of a system to provide information portability and interapplication, cooperative process control. Interoperability, in the context of the OpenGIS Specification, is software components operating reciprocally (working with each other) to overcome tedious batch conversion tasks, import/export obstacles, and distributed resource access barriers imposed by heterogeneous processing environments and heterogeneous data." (Source: Open Source Guide, via OGC glossary)

LIDAR: acronym for Light Detection and Ranging, a remote sensing technique that uses laser pulses to determine elevation with high accuracy, usually from an aerial survey.

Map: a two-dimensional visual portrayal of geospatial data. The map is not the data itself.

Metadata: information about the quality, content, condition, and other characteristics of data.

MetroGIS (www.metrogis.org): is an award-winning geospatial collaborative organization serving the Twin Cities metropolitan area in Minnesota, USA. Relying upon voluntary participation, MetroGIS’s

primary functions focus on fostering: a) development and implementation collaborative regional solutions to shared information needs (geospatial data, related applications, standards and best practices), b) widespread sharing of geospatial data, principally via its DataFinder.org web site, c) the value of geographic information system (GIS) technology as a core business tool, and d) knowledge sharing relevant to the advancement of GIS technology. Beneficiaries of MetroGIS's collaborative efforts include a wide variety of local and regional government interests, as well as, numerous state and federal government, academic institution, nonprofit organization and business interests.

Distinguishing Characteristics include:

- Unincorporated organization - *no mandate or legal standing.*
- Cannot own data, receive, or spend funds- *rely on stakeholders.*
- Elected officials comprise the Policy Board
- Consensus-based decisions on matters fundamental to success.
- Voluntary compliance for endorsed policies/procedures.
- Forum to foster collaboration on a breadth of shared geospatial program needs - *more than just data.*

Metropolitan Area: Generally, the service area of the Metropolitan Council of the Twin Cities of Minnesota, USA. This area encompasses the seven counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington. Government entities within this area are represented on the MetroGIS Policy Board. Projects to improve data interoperability can involve jurisdictions that adjoin the Twin Cities metropolitan area.

Metropolitan Council: The Metropolitan Council is the regional planning organization for the seven-county Twin Cities metropolitan area (Minnesota, USA). It runs the regional bus and light rail system, collects and treats wastewater, manages regional water resources, plans regional parks, and administers funds that provide housing opportunities for low- and moderate-income individuals and families. The 17-member Council governing body is appointed by and serves at the pleasure of the governor.

Minnesota Geographic Information Office (MnGeo): Created May 2009 to improve coordination among all levels of government in Minnesota concerning investments in and use of geographic information technology. The organizational structure includes two advisory committees that make recommendations to the Chief Geographic Information officer (CGIO): A statewide geospatial advisory council and a state agency advisory council. (<http://www.lmic.state.mn.us/>)

National Spatial Data Infrastructure (NSDI): The National Spatial Data Infrastructure (NSDI) is defined as the technologies, policies, and people necessary to promote sharing of geospatial data throughout all levels of government, the private and non-profit sectors, and the academic community. The goal of this Infrastructure is to reduce duplication of effort among agencies, improve quality and reduce costs related to geographic information, to make geographic data more accessible to the public, to increase the benefits of using available data, and to establish key partnerships with states, counties, cities, tribal nations, academia and the private sector to increase data availability. (Source: <http://www.fgdc.gov/nsdi/nsdi.html>)

Deleted: Mn Governor's Council on Geographic Information (GCGI): Helps coordinate geographic information system activities among all levels of government in Minnesota. The council's 18 members are appointed annually by the Commissioner of the Department of Administration and are drawn from state agencies, federal and local governments, higher education and the private sector. (Source <http://www.gis.state.mn.us/about.htm>) ¶

Open Source Data Model: A concept offered by the Beyond Government Users Workgroup (Opportunity 2, Appendix I) and patterned after the philosophy that underpins open source software. GIS user communities (both public and private) could cooperatively agree to post all corrections and improvements to feature geographies and attributes in exchange for less restrictive uses for the data, including incorporation of images into web-based applications.

Open Source Software: Users are typically granted free access to the latest version of the application code and agree to share improvements they make to the software. The process is self-policing, meaning that a dedicated core of users undertakes a careful review of code changes to ensure that the software

remains secure and reliable. The result of this collaboration of users is the very fast and affordable development of high quality technologies and software products.

Orthoimagery: digital or digitized aerial photographs or images in which the pixels are geometrically rectified and geographically referenced, often including details about topography and names. The rectified orthoimage is free of geometric distortions that are part of the original photograph or image.

Peer Review Forums: Facilitated group events are which users of a particular regional solution are invited to participate to sharing ideas on how to improve the solution, including but not limited to data content, access and custodial responsibilities. Through these events, MetroGIS identifies ways to ensure that solutions maintain their relevance with changing user needs, and leverage resources not available when the solution was implemented.

Polygon: a feature in GIS used to represent areas (versus a point, or a line). A polygon is defined by the lines that make up its boundary, and a point inside its boundary for identification.

Service Broker: (Also See “Service” and “Broker” and “Service”): A Broker manages information about datasets and services. Extending the definition then, a Data Broker deals exclusively with datasets (e.g., DataFinder). A fully functional Service Broker must be capable of dealing with both. (Source: Chris Cialek, Mn Land Management Information Center, now MnGeo.)

Services: Reusable, self-contained collections of executable software components. They may be pieces of software that can play in different operating systems, networks and application frameworks. A service is not bound to a particular program, computer language or implementation. They are the building blocks for creating highly integrated and distributed application systems. (Source: “*The OpenGIS Abstract Specification; Topic 13: Catalog Services; version 4*”; Open GIS Consortium; 1999; <http://www.opengeospatial.org/standards/as> ; p9.)

Shared Business Information Need: Information needed to carry out the business of more than one organization.

Spatial Data Infrastructure (SDI): Relevant base collection of technologies, policies and institutional arrangements that facilitate the availability of and access to spatial data. A spatial data infrastructure provides a basis for spatial data discovery, evaluation, download and application for users and providers within all levels of government, the commercial sector, the non-profit sector, academia and the general public. (Source: Australian Spatial Data Infrastructure at <http://www.anzlic.org.au/infrastructure.html>.)

Stakeholder: The term “stakeholder” incorporates several types of existing and potential affiliations with MetroGIS ranging from user of its services (customer) to contributing participant to perspective user and prospective participant.

Succession Planning: Development of strategies to accomplish successful transitions in leadership roles critical to MetroGIS’s long term success (e.g., committees, staff support, and advocates within critical stakeholder organizations).

“View only” Access: View-only access means data is displayed as a map, graphic or summary table and one or more label fields may be included in the display. A user may print out or save the displayed information. A user is not able to download in part or in its entirety the data set, its features nor attributes used to create the displayed information.

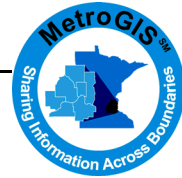
Web Service: A software component accessible via the Internet for use in other applications. Web services are built using industry standards such as XML and SOAP and thus are not dependant upon

any particular operating system or programming language, allowing access to them through a wide range of applications.

Web Feature Service (WFS): A type of Web Service that permits a client (information requestor either manual or computer-to-computer) to request and access, view, edit, combine, analyze, and save locally geospatial as if it were hosted locally.

Web Mapping Service (WMS): A type of Web Service that permits a client (information requestor either manual or computer-to-computer) to request and obtain a rendered, projected, cartographically-styled *map image* for use in a computer environment, which can be viewed on its own or in conjunction with other geospatial data. The geospatial data from which the “image” is created by the WMS cannot be edited but it can be combined with other WMS data as well as geospatial data stored locally. In addition, a WMS is a virtual copy of the source geospatial data, meaning that when the client computer is shut off the “image” is no longer available. (Source: OGC)

Web services: Web services enable computer systems on any platform to communicate over corporate intranets, extranets, and across the Internet with support for end-to-end security, reliable messaging, distributed transactions, and more...” (Source: Microsoft Developer Network)



TO: Coordinating Committee
FROM: MetroGIS Staff Coordinator
Contact: Randall Johnson (651-602-1638)
SUBJECT: GIS Technology Demonstration – October 2009 Policy Board Meeting
DATE: August 7, 2009
(For Sept 10th Meeting)

INTRODUCTION

The Coordinating Committee is requested to agree on a GIS Technology Demonstration topic for the Policy Board’s October 14th meeting and a person(s) to present that topic. At the time this report was written, the Red River Valley and Cyclopath ideas appeared to be best the candidates – see Attachment A for further information about each.

PREVIOUSLY IDENTIFIED CANDIDATE DEMONSTRATION TOPICS

1. Cyclopath: The Cyclopath (http://cyclopath.org/wiki/Main_Page), project for which a grant was received spring 2009 was suggested at the July Policy Board meeting as a potential demonstration topic.
2. Red River Valley Emergency Response. Explain the how a federated system was used to support mapping needs.
3. 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.
4. 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?
5. 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.
6. Council and Counties Coordinated Data Management via Internet - Water quality systems approach to sharing data among the Council and two counties (see Attachment B)
7. 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.
8. 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 October 14th 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:

- Jul 2009: LOGIS –Improving Service Delivery through Collaborative GIS Programs
- 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

1. Cycloplan Project Underway

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.

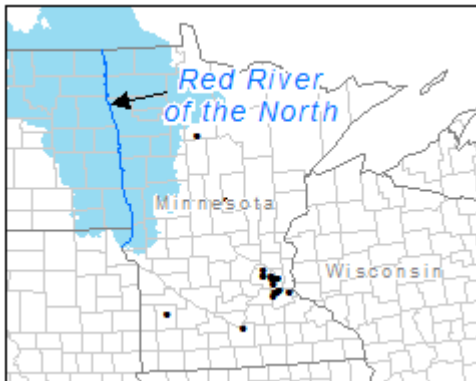
The Cycloplan project will test the use of another kind of web application (geo-wiki) as a means to share geographic information in the region. The project will also test methods for collaboratively collecting linear data just as the address points project tests collaboratively collecting point data.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

2. Working in Virtual Space - Red River Flood Response Mapping

By Randy Knippel (*Dakota County GIS Newsletter*)

GIS professionals from around Minnesota provided maps for the Red River flood emergency response in April 2009. They were able to work together using collaborative tools on the Internet that are typically associated with “social networking”, including discussion forums and instant messaging (used in “chat” rooms). These tools were valuable additions to the more typical email, teleconferencing and file-sharing applications. The combination of all five tools created a “virtual workspace”, which allowed the volunteers to work together productively without ever meeting face-to-face.

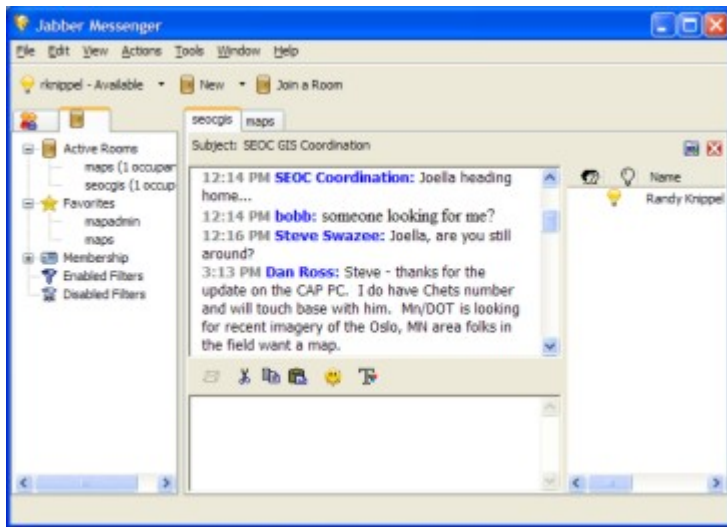
Over 20 GIS professionals from a variety of organizations distributed throughout the state created maps of the entire Red River Valley, leveraging mapping techniques recently used in Dakota County. The map at right shows the area that was mapped (in blue), and the physical locations of participants in the mapping effort. This was the first time such a collaborative effort had been undertaken in Minnesota, and will hopefully set the stage for providing collaborative mapping support for future disasters in the state.



The mapping effort was implemented in an online collaborative environment consisting of Microsoft Sharepoint, email, web servers, file transfer protocol (FTP) servers and Jabber secure instant messaging. This allowed geographically distributed participants to work together as if they were in the same room, without leaving the comforts of their office or home. Using Windows Remote Desktop Connection and leveraging the

County’s Virtual Private Network (VPN) allowed County staff to work from home while utilizing their office computer. Other participants had similar capabilities. This meant that all participants could work in an environment in which they were familiar and comfortable, using software and hardware already available to them. They also had the flexibility to adjust their schedules to meet the demand, while balancing their work with personal commitments.

Jabber is a unified communication and real-time collaboration tool. It provided a “chat” site that the GIS professionals could use to quickly converse without missing someone through email or phone conferencing. It allowed them to easily keep in contact with each other and with the managers of various activities. The screen shot at left shows the Jabber environment with topic rooms, time-stamped transcript, participant list, and text entry window. As more people got involved with the mapping team, Jabber became the primary means of communicating. Email and phone conversations were used as a supplement because they were less effective when timing was critical. The typical email technique of using “reply to all”, in a dynamic and fluid



situation such as emergency response, would lead to participant inboxes filling up with emails that were disconnected and difficult to follow.

Good communication is essential for an effective response to an emergency. Email, phones, and discussion forums are each suited to certain kinds of communication. However, especially in an emergency, they lack the ability to provide real-time, continuous, and documented communications between large numbers of participants over an extended time period. Participants enter, leave, and return at

various times during an event, and they need to be able to catch up on pertinent information. Managers of an event need to know who is available and be able to communicate with them immediately. Jabber provided that additional level of communication, along with a time-stamped transcript archive of all activities.

Ultimately, the virtual work environment used for facilitating a collaborative mapping response for the Red River flooding proved itself among participants. Although many aspects of using the associated tools were not uniformly familiar to everyone, it only took a little time for all to become proficient. Lessons learned will be directly transferable to future events, allowing more GIS professionals distributed through a variety of government agencies and private companies to work together to produce maps to support emergency responders.

For further information and to see the maps produced, visit the Governor's Council on Geographic Information website (<http://www.gis.state.mn.us/>) and follow the links for the Red River Flood. Jabber (<http://www.jabber.org/>) is an open source software solution.

T

ATTACHMENT B
(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 Coordinator
Contact: Randall Johnson (651-602-1638)

SUBJECT: Overview of Enhancements to Socioeconomic Web Resources Page

DATE: August 7, 2009
(For Sept 10th Meeting)

INTRODUCTION

Will Craig, with the assistance of Amy West, Jason Borah, John Carpenter, and Tanya Mayer, has made significant enhancements to the Socioeconomic Web Resources Page over the past few months. The purpose of this agenda item is to give him an opportunity to share these significant enhancements with the Committee.

BACKGROUND

In 2004, the Policy Board adopted a Regional Policy Statement (Attachment A), which officially acknowledged the MetroGIS Socioeconomic Web Resources Page as a regional solution to the “socioeconomic characteristics of areas” shared information need. The University of Minnesota’s Minnesota Population Center was named as the custodian. The Population Center works with CURA and others to keep this page current.

This web page (http://www.datafinder.org/mg/socioeconomic_resources/index.asp) became operational in early 2005. Information about the history of the site can be viewed at http://www.metrogis.org/data/info_needs/socioeconomic_characteristics/index.shtml

RECENT REFINEMENTS

Data development work for the Transitway Data Management Project (Attachment B) was the impetus for the significant refinements to the Socioeconomic Web Resources Page; the subject of this report. The rationale and methodology used in adding 9 new data sources are also described in the attachment. In addition to what is reported there, Excensus had been added as a commercial alternative when public sources are not adequate. This move to commercial databases was part of the originally conceived Phase II Plan.

In addition to new data sources, the socioeconomic website has added links to four comprehensive socioeconomic websites: Twin Cities Compass, M3D, MetroMSP, and the Metropolitan Council GIS Site. These resources replace DataPlace, a source formerly supported by Fannie Mae that no longer exists.

REGIONAL POLICY STATEMENT

When the subject Web Resources Page was initially developed and described in the initial Regional Policy Statement adopted in October 2004, the workgroup referred to their accomplishments as Phase I. Phase II was originally intended to focus on datasets not freely available; i.e., commercial datasets. Recently, an opportunity to make progress on the desired Phase II outcomes was recognized via Transit Impact Research Program (TIRP) at the University of Minnesota. Results were similar, but also included other free data available in 2009. The effort to document these Phase II-related resources was led by Will Craig, who also chaired of the Phase I Workgroup.

The TIRP project was created to find data that would be helpful to researchers looking at various aspects of transit improvements, starting with the Hiawatha Light Rail Transit line. Researches at the Humphrey Institute of Public Affairs had documented those data needs in a 2006 report [Inventory of Data and Research on the Economic and Community Impacts of the Hiawatha LRT](#). Most of the data needs were

already available in DataFinder's Socioeconomic Research page. A search was conducted for missing sources. Another two data categories and 6 data sources were located and added. At the same time, significant updates were made to 5 of the existing data sources; for example adding building permit data to the Metropolitan Council data page and Commercial real estate was added to the Realtors page.

Part of this work identified commercial datasets that could be important to TIRP research. As the designated Regional Custodian for Socioeconomic data, the Minnesota Population Center accepted its responsibility "to maintain the content of the MetroGIS Socioeconomic Web Resources Page" and added this information. Such work had been postponed until a "Phase II" – originally anticipated to begin in 2005. The Minnesota Population Center (and CURA) believe this is part of their regular custodian role and that the Regional Policy Statement should be updated to delete reference to Phase I. For instance, they continue to watch for any and all changes in data available, such as the coming addition of Revenue Dept income and sales tax data.

RECOMMENDATION

That the Committee:

- 1) Thank Will Craig (and his teams) for his considerable effort to update and expand the resources locatable via the Socioeconomic Web Resources Page.
- 2) As the web page now includes data that was originally intended to be part of a Phase II effort, and the custodians are committed to continuing to monitor opportunities to improve upon the resources searchable – public and private – the Phase I label and related language should be officially removed from the Regional Policy Statement as illustrated in Attachment A.
- 3) The members, if not currently, are encouraged to become familiar with the Socioeconomic Web Resources Page and encourage broader use via their respective interest groups.

ATTACHMENT A

Version 2.0

Policy Board Adoption:

October 27, 2004 *and Pending October 14, 2009*

Deleted: 1

REGIONAL SOCIOECONOMIC CHARACTERISTICS OF AREAS PRIORITY INFORMATION NEED POLICY SUMMARY

Regional Data Specifications

Deleted: PHASE I ¶

DESIRED SOCIOECONOMIC CHARACTERISTICS OF AREAS DATA SPECIFICATIONS

The solution to MetroGIS Socioeconomic Characteristics of Areas Information Need focuses on the priority socioeconomic information needs¹ of the MetroGIS community that can be satisfied with existing published data. These data are published by a number of organizations including federal, state, metropolitan, county, non-profit authorities, and commercial entities. To help the user community more easily locate data with specifications consistent with identified desired characteristics, MetroGIS facilitated the development and long-term maintenance of the Web-based Socioeconomic Resources Page at (www.datafinder.org/mg/socioeconomic_resources/index.asp).

Deleted: Phase I

Deleted: and

The subject data have simply been cited and summarized in the Resources Page, along with information about how to obtain them. The producers have not been contacted, other than to clarify descriptions of their respective data holdings.

Roles and Responsibilities

A. PRIMARY CUSTODIAN

Numerous entities including federal, state, metropolitan, county, non-profit authorities and commercial entities.

Deleted: and

B. PRIMARY CUSTODIAN RESPONSIBILITIES

No agreement has been sought by MetroGIS with any of the many cited primary producers. Each of the cited data sources is a long-time, trusted publisher of data that is a product of their respective internal business needs.

Deleted:

C. REGIONAL CUSTODIANS

The University of Minnesota's Minnesota Population Center has accepted custodian responsibility to maintain the content of the MetroGIS Socioeconomic Web Resources Page (www.datafinder.org/mg/socioeconomic_resources/index.asp) and the Metropolitan Council has accepted custodial responsibility for the hardware, software and related support necessary to provide access to the Socioeconomic Resources Page via the Internet.

D. REGIONAL CUSTODIAN RESPONSIBILITIES

1. Content of Resources Page:

The University of Minnesota's Minnesota Population Center has accepted the following custodial responsibilities:

- a) **Maintain Technical Integrity:** Periodically check the URL links to data sources cited in the Resources Page to make certain they are still live. If a link is broken, they will research and replace the link. This activity will occur comprehensively at least one time per year (*December*) according to a schedule approved by the MetroGIS Coordinating Committee, and as notified by users. All changes will be conveyed to the Metropolitan Council GIS Department in a format, acceptable to both parties, that clearly communicates the changes proposed.
- b) **Monitor Currency of Site Content:** Inform MetroGIS, via the MetroGIS Staff Coordinator, of any new socioeconomic data sources that provide sub-state and/or sub-regional information, which MetroGIS should consider adding to the Resources Page (for example, the American Community Survey (ACS) when it begins delivering more complete data coverage.) In this case, the regional custodian will draft text for a *Data Source* page on ACS along with new entries for the *Data Resource Page*. The Custodian will spend 2 hours per month on discovery of new data sources.
- c) **Monitor User Satisfaction:** Participate in forums/discussions sponsored by MetroGIS that pertain to the Socioeconomic Data Resources Page and participate in subsequent discussions about which recommended enhancements to implement. Answer user questions related to data content whenever possible.

2. Maintenance of the Web server

The Metropolitan Council has accepted the following custodial responsibilities:

- a) **Provide Server Support:** Provide and maintain all hardware, software and related support necessary to host the Socioeconomic Data Resources Page in an Internet environment, including but not limited to data archive, backup, retrieval and disaster recovery.
- b) **Implement Resource Page Changes:** Upon notification from the MetroGIS Staff Coordinator of approved changes to the Resources Page, modify the site to implement these changes.
- c) **Manage Feedback Link:** Comments obtained via the feedback link from the Resources Page will be consolidated not less than quarterly.
- d) **Communicate Feedback to MetroGIS:** Feedback received via the Resources Page link will be transmitted periodically to the MetroGIS Staff Coordinator who will share it with the Coordinating Committee for direction.

E. METROGIS RESPONSIBILITIES

Monitor Satisfaction and Oversee Implementation of Desired Improvements: As requests and/or opportunities become known through user feedback and following major data release events, such as the decennial Census, the MetroGIS Coordinating Committee will provide direction to the Minnesota Population Center as to MetroGIS’s preferences to address such matters. MetroGIS will also host a Data Users Forum every 3-5 years, or as otherwise determined by the Coordinating Committee, to obtain feedback from the MetroGIS community as to desired enhancements to the Resources Page and any associated data access, content, documentation and/or distribution policy(ies).

Deleted: beginning in Spring 2005

(Note to Coordinating Committee: The review of available and desired data resources conducted for the TIAP project in 2006(see main body of the report) served as the first user satisfaction forum.)

¹ The research conducted by MetroGIS to identify the community’s priority socioeconomic information needs is summarized at http://www.metrogis.org/data/info_needs/socioeconomic_characteristics/index.shtml#data .

ATTACHMENT B

Transitway Data Management Project

CTS Project #2009072

June 2009 Draft 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. 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 Sherriff 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)



Cooperation, Coordination, Sharing Geographic Data

TO: Coordinating Committee

FROM: Rick Gelbmann, Metropolitan Council
Mark Kotz, Metropolitan Council
Jessica Deegan, Metropolitan Council

SUBJECT: DataFinder Technology Being Phased Out

DATE: August 21, 2009
(For Sept 10th Meeting)

ISSUE

The DataFinder site (including Café), utilizes software technology that the Metropolitan Council is phasing out. To maintain existing functionality, DataFinder will need to be re-created in current technology.

Phasing Out	Replacing With
ESRI ArcIMS	ArcGIS Server
Geocortex IMF	Geocortex Essentials
Geocortex Statistics	Geocortex Optimizer

IMPLICATIONS

When these software technologies are phased out, MetroGIS DataFinder will be impacted in three primary ways.

DataFinder Function	Migration Plans
DataFinder Café	Will need to be rewritten in Geocortex Essentials. No plan is in place at this time.
Map Services	Council plans to transition to new technology offering a comparable suite of services. Timing unknown.
Statistics on Café and services for performance measures	Council plans to transition to new technology once other updates are made to both Café and map services.

A specific end date for older technologies is not set. However, current maintenance on Geocortex IMF expires February 2009 and will not be renewed. This does not prevent using the existing software, but does not guarantee software will work amidst other software upgrades.

OPPORTUNITY

In planning for a migration of DataFinder Café, there is opportunity to revisit how customers use or expect to use this application.



Cooperation, Coordination, Sharing Geographic Data

TO: Coordinating Committee

FROM: Feature Services Workgroup Liaisons: Alison Slaats, 1000 Friends of Minnesota
David Fawcett, Mn Pollution Control Agency
Staff Contact: Randall Johnson (651-602-1638)

SUBJECT: Moving Forward – Hosting a Web Feature Services Contest

DATE: August 17, 2009
(For Sept 10th Meeting)

REQUEST

That the Coordinating Committee create a second-phase Web Feature Services Workgroup and provide direction concerning next steps to host a web feature services contest similar to that hosted by Washington D.C.

CONCEPT APPROVAL GRANTED BY POLICY BOARD

At its July 22nd meeting the Policy Board unanimously concurred with the Committee's June 25th recommendation (reference section) to host a contest to stimulate publishing of and use of web features services. The Board concurred with the Committee's recognition that multiple sponsors will be necessary to effectively accomplish the purpose and encouraged the development of a promotional piece both to encourage the publication of data as web feature services and promote the contest among prospective application developers.

STRATEGY SESSION FOLLOWING POLICY BOARD MEETING

David Fawcett and Alison Slaats, who championed this idea before the Policy Board, have agreed to serve on a second-phase workgroup tasked with overseeing preparations for and actually hosting of the proposed contest.

They hosted a meeting on July 23 with Committee Chairperson Wakefield, the Staff Coordinator, and Mark, Kotz, Chair of the Technical Leadership Workgroup, to discuss next steps following receipt of concept approval from the Policy Board. The components of a refined purpose statement were agreed upon. The notion of developing a 1-page fact sheet for promotion of the event, as directed by the Policy Board, was also refined. If they are able to prepare a draft in time for the September Committee meeting it will be presented for comment. Once accepted by the Committee, work would begin on refining the contest plan and soliciting partners.

CONTEST PREPARATIONS

Preparing to host the proposed contest will include reaching agreement on several major topic areas, including but not limited to:

- a) Securing of partners willing and able to host it.
- b) Deciding how much to invest and for what.
- c) Determining how to incentivize inclusion of currently licensed data in the mix of data resources openly available during the contest.
- d) Deciding on the evaluation criteria to judge proposals.
- e) Securing a contest administrator.

RECOMMENDATION (assuming a draft promotional piece is available for consideration)

That the Committee:

- 1) Authorize creation of a second-phase Web Feature Service Contest Workgroup to oversee preparations to host a web feature services contest similar to that hosted by Washington D.C. and acknowledge Alison Slaats and David Fawcett as the Workgroup co-chairs.
- 2) Comment on a proposed refined purpose statement for the contest.
- 3) Task the Workgroup with refining the contest plan for consideration by the Committee at its December meeting.
- 4) Offer advice on contest expectations and issue areas to address in the contest plan, in particular, how to go about securing several contest sponsors.

REFERENCE SECTION

1. EXCERPT – SUMMARY JULY 22, 2009 POLICY BOARD MEETING

5f) Fostering Partnerships via a Contest

... request for concept approval to pursue a contest aimed at promoting widespread publishing of web services and innovative ways to consume those services that provide public benefit. ... Alison Slaats, 1000 Friends of Minnesota, and David Fawcett, Mn Pollution Control Agency ... began by stating the purpose of the contest is to make more data available and improve usability. Slaats stated that the idea is to model the proposed contest after a successful context hosted by Washington D.C. ... involved a \$50,000 investment that yielded over \$2.3 million worth of applications that were determined to create public value. She also noted that \$15,000 of the \$50,000 investment was to retain a firm to manage and advertise the contest, with the remainder of the investment used for prizes; a model that the project team also believes would be a good fit for this area. **All concurred that several sponsors, in addition to MetroGIS, will be required to be successful.**

Slaats continued by explaining that the contest would be designed to catalyze connections between data resources and prospective data users and, by doing so, create public value. She emphasized this outcome is consistent with the vision statement adopted by the Policy Board - *“organizations serving the Twin Cities Metropolitan Area are successfully collaborating to use geographic information technology to solve real world problems”*.

Slaats went on to comment that traditional needs assessment techniques have not worked to explore partnerships with no-government interests in large part because the data producer community has little to no understanding of who comprises the non-government user community, let alone their needs. Slaats then used an analogy that involved a boy scout troop to illustrate value that can be added to information by emerging users when they are able to leverage web-based geospatial information in easily to use formats.

Slaats and Fawcett closed their presentation by stating they believe, and the Coordinating Committee concurs, that hosting the proposed contest is seen as a way to catalyze self definition of non-traditional users of geospatial information as well as begin to understand their needs; needs which if met have the potential of creating substantive public value with little or no additional public investment other than to publish data in the form of web services that are developed as an result of day of day business operations.

Member Elkins asked if there are currently enough base services – raw material - available to stimulate the desired participation. This comment led to a wide ranging conversation about the need to do the contest right or not at all and if done well that the result could be a significant motivator for producers to publish more services. Fawcett commented that the contest would be held no earlier than **mid spring 2010** for two reasons: 1) **significant outreach** is needed to **encourage producers to publish their data via services**, also noting that an application exists in GeoServices Finder that was developed last year with MetroGIS funding though which prospective users can locate and access existing services and 2) to **secure other sponsors**.

All concurred that the contest would, in effect, leverage the concept of “crowd sourcing” a means with substantial potential to more effectively define needs and explore partnerships with non-government entities than practical with traditional assessments methods. Members also acknowledged that hosting a well-publicized contest would likely attract application developers from outside of the GIS community and, thereby, **leverage creativity of non-traditional users**, a goal established in the Business Plan.

Members Reinhardt, Egan, and Elkins each stated they believe the context idea presents an outstanding opportunity through which to explore partnering/cost sharing with others to address shared needs, provided the base services available are adequate.

Chairperson Schneider concurred that the concept is very good but perceives a disconnect with the goal to demonstrate the value of access by non-government entities unless **all data for a given area are available**. He suggested that a study area might be defined for which all data could be made available during the contest. He also encouraged the **design team to develop a marketing piece** that clearly defines the outcomes sought and use of this material to pursue corporate sponsorships from large firms with potential to benefit from resulting actions (e.g., offering free products as part of the prizes)

A question was raised, but not resolved, as to whether the contest should be limited to proposals that pertain to the seven-county Metropolitan Area, as opposed to statewide. Agreement was reached that a condition of submittal should be that all applications have to be permitted to be used freely elsewhere in the state.

Chairperson Schneider summarized by restating his support for the concept and the Coordinating Committee working to continue to refine it, in particular, to clarify the goals to be achieved and packaging them to share with prospective sponsors. He encouraged the Committee to **involve the private sector in the contest design beginning immediately**, emphasizing that he believes the emerging initiative to seek out partnerships with the non-government interests to address shared needs should be expanded to incorporate this concept.

Motion: Member Reinhardt moved and Member Elkins seconded that the Policy Board:

- a) Grant concept approval to the idea of MetroGIS participating in the hosting of a contest, involving awards to successful submitters, to catalyze increased use of web services and applications that leverage these services as described in the agenda report, with the understanding that sponsorship of the contest will involve organizations in addition to MetroGIS.
- b) Direct the Coordinating Committee via its Web Feature Services Workgroup to propose a plan of action for its (Board's) approval.

Motion carried, ayes all.

2. EXCERPT – SUMMARY JUNE 25, 2009 COORDINATING COMMITTEE MEETING

Item 5a – Regional Web Service / Application Recommendations

Feature Services Contest. Kotz noted that the proposed contest is modeled after a successful venture by Washington DC whereby a \$50,000 (\$35,000 for awards and \$15,000 to hire a firm to administer the contest) investment resulted in the development to over \$2 million worth of applications. According to Kotz, the members of the Technical Leadership Workgroup agreed that this is the most interesting project proposal received and that it holds a good deal of promise to help MetroGIS define partnering opportunities and promote the development of web services. David Fawcett, representing the project team, noted that partnering to share the costs of the contest seemed to be the best approach and that the contest could serve as a valuable mechanism to promote the value possible of producers making their data available via web service technology.

Kotz stated the recommendation of the Technical Leadership Workgroup is that MetroGIS pursue this idea but not until 2010 to provide adequate time to ramp up to it right. The appropriateness of using the Council's funding was also questioned. In response, David Fawcett, representing the project proposers, commented that no assumption had been made that the Council's funds would be the only of source of funding.

Member Charboneau noted that he believed this idea had great promise to engage private sector involvement. The Staff Coordinator added that the concept also presented an opportunity to begin to better understand the benefits of public organizations contributing data to a geospatial commons that is of

value to private sector interests to access to run in applications who in turn make the applications available to the public providing value to the community.

The members concurred that concept approval should be sought from the Policy Board at the July meeting and that, if received, this idea should be pursued as a 2010 work objective as suggested by the Technical Leadership Workgroup.

Motion – Bring the idea of a web feature services contest to the Policy Board for discussion.

3. EXCERPT: METROGIS FEATURE SERVICE WORKGROUP’S MAY 29, 2009 REPORT TO THE METROGIS COORDINATING COMMITTEE

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 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 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

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/>



TO: Coordinating Committee

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

SUBJECT: Major Activity Update

DATE: July 3, 2009
(For the July 22nd 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.

PROJECT SPECIFICS

A) 2009 REGIONAL GIS PROJECTS

On July 22, the Policy Board recommended that the Metropolitan enter into agreements with the proposers of three projects for a total of \$35,000. As of this writing, the various contracting/bid request proposals were being vetted through the Council's procurement channels.

B) NEXT-GENERATION REGIONAL STREET CENTERLINE SOLUTION

Negotiations with NCompass are in progress. A forth meeting, and hopefully final meeting is Scheduled for September 1 at which time the scope of the agreement should be fully defined. Several enhancements to the current specification are being explored. The goal is have the new agreement in place before year end, as the current agreement expires December 31, 2009.

C) 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. Agreement has been reached with respect to interests with whom the prototype can be shared by a funding agreement still had not been drafted as of this writing. The contractor is willing to the application to be shared with 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.
- Landmark Names Extension to Geocoder Service (Mosquito Control District, Project Lead)
Submitted by Nancy Read, Project Manager.
 1. The current geocoder web service is in full operation, hosted on a server at MnGeo. Base use levels seem to be about 7,000 to 10,000 hits per month, but it received heavy use in June and July (ca. 50,000 hits/mo) from batch users, similar to the high levels in April. (The service was not designed for batch use, but users send grouped requests. So far this has not been a problem for the MnGeo server.) The additional funding made available from MetroGIS project funds will be used for small changes to improve performance on odd names. We are also still working on automating data updates.
 2. There has been activity in the Open Source community on additional development of the PAGC geocoding software, including building different software wrappers.
 3. Walter Sinclair, the main programmer for PAGC, is under contract with MMCD (using MetroGIS 2008 project funds), and is making progress on adding capability to handle Landmark/Point of Interest matching.
 4. We will be working with various sources to assemble an initial file of Landmark / Point of Interest names and locations to use in testing in September

D) STREAMLINING DATA ACCESS FOR EMERGENCY RESPONDERS

The workgroup met on August 12th and agreed to meet again the last week in September. In the mean

while four members agreed to development information in four topic areas.

See Attachment A for an updated on the related work of the State's Emergency Management Workgroup.

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

Rather than continuing to pursue a locally-focused initiative (Attachment B), the Staff Coordinator has elected to leverage ongoing related work of the Governance Workgroup of the National Geospatial Advisory Committee, which he is a member (See Item 7b) and a promising collaborative initiative of COGO and URISA

F) 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 by Council management in June and the Policy Board refined its expectations for work programming for the remainder of the year on July 22nd clearing the way for work on the required RFP document to move forward. The proposed contract would replace the 5-year contract with the firm Richardson Richter Associates that expired this past December.

ATTACHMENT A

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

=====

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

ATTACHMENT B

CONTEXT

EXPLORING ENHANCEMENTS TO METROGIS'S ORGANIZATIONAL STRUCTURE

The following information provides context for the idea explored in Item E 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. 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.



Cooperation, Coordination, Sharing Geographic Data

TO: Coordinating Committee

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

SUBJECT: Information Sharing

DATE: August 28, 2009
(For the Sept 10th meeting)

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

A) NATIONAL GEOSPATIAL ADVISORY COMMITTEE (NGAC) - August 26-27th Meeting

Highlights of the meeting include (See Attachment A for the meeting agenda and draft summary):

- Full Committee endorsement of the FGDC proceeding with the Imagery for the Nation program.
- Governance Subcommittee, which the Staff Coordinator is a member, presented a draft white paper in which a series of metrics is proposed to define issues that need to be resolved to realize the vision of the NSDI. These measures encompass four broad categories: big issues facing society, geospatial data, technology, and organizational structure. Concept approval was received. The final proposal will be presented at the December NGAC meeting.
- Economic Recovery Subcommittee presented conclusions to address concerns raised at the February meeting regarding the submission of four uncoordinated proposals from the Geospatial Committee
- Partnerships Subcommittee reported on its Call for References and summarized findings for suggested best practices to accomplish partnerships to address shared geospatial needs. The final proposal will be presented at the December NGAC meeting.
- USGS presented a white paper on future directions for The National Map (TNM) program. The TNM Subcommittee participated throughout development of the paper.

B) STATUS OF REQUEST OF GCGI REGARDING RECOMMENDATIONS FROM METROGIS

See Attachment B for the letter from former GCGI Chair Gelbmann that summarizes intentions of the former Governor's Council on Geographic Information, now known as the Mn Geographic Information Office (MnGeo). Nothing specific submitted to date.

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

1) **Articles / Presentations - none**

2) **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>.

D) OTHER RELATED METRO AND STATE GEOSPATIAL INITIATIVES UPDATE

1) Call for Nominations to Serve on Statewide Geospatial Advisory Council

September 12 is the deadline to submit applications to serve on this newly created Committee. The MetroGIS Policy Board nominated its Chair, Minnetonka Mayor Terry Schneider, to serve on this Committee.

2) New Statewide Standards – The National Grid and CTU

The Minnesota Governor's Council on Geographic Information, now known as MnGeo, 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) Cycloplan project to begin

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.

E) OTHER RELATED FEDERAL/NATIONAL GEOSPATIAL INITIATIVES UPDATE

- 1) **OGC Spatial Law and Policy Committee** (www.opengeospatial.org) to Host Forum
This Committee is chartered to investigate “spatial law and policy issues” which influence development requirements of the Consortium's technology process. It provides an educational forum intended to include both select member and community participation.

On October 7, the Committee is hosting Spatial Law and Policy Summit in Washington D.C. See Attachment C for more information.

- 2) **COGO, in Collaboration with URISA, Propose Project To Document Benefit**
Cy Smith, Chair of the Coalition of Geospatial Organizations (COGO), hosted a conference call July 23 to announce this initiative and invite individuals with an interest in participating to join a workgroup. The Staff Coordinator participated in the call and volunteered to participate. Other than an affirmation of their interest in the Staff Coordinator participating, no other information had been received, as of this writing.

ATTACHMENT A

National Geospatial Advisory Committee Meeting Sheperdstown, West Virginia August 26-27, 2009

DRAFT

WEDNESDAY, August 26: NGAC Public Meeting

- 8:30 – 8:45** **Welcome & Opening** – *Anne Miglarese (Chair) & Steve Wallach (Vice Chair)*
- Roll call/introductions
 - Review and adoption of minutes from May NGAC meeting
 - Objectives and purpose of this meeting
 - Announcements/logistics
- 8:45 – 10:30** **FGDC Update**
- FGDC Activities and News – *Ivan DeLoatch*
 - Status of NGAC Nomination Process – *John Mahoney*
 - Parcel Data Stakeholder Meeting – *John Mahoney/Don Buhler*
 - IFTN Record of Decision – *Karen Siderelis*
 - Recovery.gov/Data.gov – *Ken Shaffer*
- 10:30 – 11:00** **BREAK**
- 11:00 – 12:00** **FGDC Update, continued**
- Summary of recent FGDC ExCom Meetings/Dialogue with OMB – *Ivan DeLoatch/Karen Siderelis*
 - Overview of House Geospatial Hearing – *Karen Siderelis, Michael Byrne, John Palatiello*
- 12:00 – 1:00** **LUNCH**
- 1:00 – 2:15** **Scoping a National Geospatial Policy and Strategy**
- Analysis of perspectives from NGAC member survey
 - Results of discussions with CIO / feedback from Congressional hearing
 - Guidance from FGDC Executive Committee
 - Discussion with Executive Committee members for clarification
- 2:15 – 3:15** **NGAC Governance Subcommittee – Concepts/Ideas**
- 3:15 – 3:45** **BREAK**
- 3:45 – 5:00** **Planning for a National Geospatial Forum**
- Overview presentation
 - Role of NGAC Communications Subcommittee
 - Small group discussions
- 5:00** **ADJOURN**

THURSDAY, August 27: NGAC Public Meeting

- 8:30 – 8:45** **Welcome, Summary of Day 1, Overview of Agenda** – *Chair/Vice-Chair*
- Logistics and announcements
- 8:45 – 10:30** **Partnerships Subcommittee Report and Discussion** – *Jerry Johnston/Gene Schiller*
- Results & summary of findings
 - Case Study – small group activity
 - Future issues & next steps
- 10:30 – 11:00** **BREAK**
- 11:00 – 11:30** **Geospatial Policy and Strategy**
- Follow-up from Day 1 discussion
- 11:30 – 12:00** **Public Comment Period** – *Sign up in advance*
- 12:00 – 1:00** **LUNCH**
- 1:00 – 2:15** **Subcommittee Reports/Updates**
- Economic Recovery – *Kim Nelson*
 - The National Map – *Steve Wallach*
 - Communications – *Kass Green*
- 2:15 – 2:30** **BREAK**
- 2:30 – 3:00** **News and Notes Forum** – *NGAC Members (members sign up in advance)*
- 3:00 – 3:30** **Meeting Summary/Wrap-up** – *Chair/Vice-Chair/Committee*
- Actions & next steps
 - Agenda items for next meeting
 - Announcements
- 3:30** **Adjourn**

DRAFT MEETING SUMMARY

Review and Adoption of May NGAC Minutes

DECISION: The NGAC adopted the minutes of the May 2009 meeting as revised.

FGDC/NGAC Activities

ACTION: FGDC will include a summary of NGAC activities in the FGDC FY 2009 Annual Report.

ACTION: FGDC will provide a summary of how NGAC's comments on Imagery for the Nation (IFTN) have been addressed in the IFTN Record of Decision.

ACTION: FGDC will work with OMB and other executive offices to identify opportunities to support the Administration's Place-Based Management initiative.

ACTION: The FGDC Cadastral Subcommittee will coordinate with the Federal Reserve to determine if there is authority under the Home Mortgage Disclosure Act to collect parcel-level data.

Imagery for the Nation

DECISION: The NGAC approved the following resolution:

“The National Geospatial Advisory Committee endorses the outcomes documented in the August 2009 FGDC Executive Committee Record of Decision (ROD) on Imagery for the Nation (IFTN). The NGAC strongly encourages the FGDC and the Administration to seek authorizing legislation for IFTN, develop a Fiscal Year 2011 budget initiative to support IFTN, and move aggressively to implement the IFTN program as described in the ROD.”

ACTION: Steve Lowe, USDA FGDC Executive Committee member, will contact USDA’s Office of General Counsel (OGC) to determine whether OGC’s legal opinion on NAIP contracting can be released.

National Geospatial Policy and Strategy

To address the FGDC Executive Committee’s guidance to the NGAC, the group agreed on the following actions:

Benefits

ACTION: Zsolt Nagy, Dennis Goreham, and Barney Krucoff will review NGAC documents and other materials and develop a brief summary of the benefits of developing a National Geospatial Policy.

Governance/Metrics

ACTIONS:

- NGAC members will send comments on the draft metrics paper to the Governance Subcommittee by September 4.
- The FGDC Executive Committee will review the draft metrics paper, provide comments, and hold a conference call with the Governance Subcommittee to discuss the paper.
- The Governance Subcommittee will revise the metrics paper prior to the December NGAC meeting.

National Geospatial Forum

ACTIONS:

- The FGDC Executive Committee will review feedback from the NGAC, refine the plans for the Forum, and provide an updated plan/schedule to NGAC.
- FGDC will narrow the focus of the Forum and examine opportunities to align with the Place-Based Management initiative
- NGAC Communications Subcommittee will support the Executive Committee in planning/organizing the Forum

Emerging Technologies

ACTION:

NGAC established a new Subcommittee to address emerging technologies, including cloud computing. Several members volunteered, including Kim Nelson, Chris Tucker, Anne Miglarese, Jack Dangermond, Mike Byrne, Tim Loewenstein, Sean Ahearn, and Gene Schiller. Steve Lowe will serve as ExCom liaison to the Subcommittee.

Partnerships

ACTION: Members will send additional partnership examples and best-practice ideas to the Partnerships Subcommittee.

ACTION: FGDC will provide link to DOI Partnership Legal Framework Analysis to NGAC members.

Economic Recovery/Lessons Learned Subcommittee

ACTION: FGDC will provide copy of Western Governors Association resolution on GIS

ACTION: NGAC members provide any comments on draft Lessons Learned/Recommendations paper to Kim Nelson

The National Map Subcommittee

ACTION: The TNM Subcommittee will take the lead role for NGAC in participating in the development of the new strategic plan for The National Map.

Communications Subcommittee

ACTION: Schedule Subcommittee meeting to plan NGAC Town Hall session at 2009 ASPRS Conference.

ACTION: Communications Subcommittee will revise draft Op-Ed article to focus on Place-Based Management initiative. Karen Siderelis will coordinate with DOI Office of the Secretary.

Next Meeting

The next NGAC meeting is scheduled for December 1-2, 2009 at the Marriott Metro Center in Washington, DC. Potential agenda topics include the following:

- Partnerships
- Subcommittee Reports
- NTIA Broadband Mapping
- Dialogue with NRC Mapping Science Committee
- Geospatial Revolution project

Additional Topics:

- Briefing on Federal Enterprise Architecture (FEA) Geospatial Profile
- Briefing from MSC on Licensing Study

ATTACHMENT B

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 C

PRESS ANNOUNCEMENT FOR IMMEDIATE RELEASE For information about this announcement, contact:

Sam Bacharach
Executive Director, Outreach and Community Adoption Open Geospatial Consortium, Inc.
tel: +1-703-352-3938
sbacharach@opengeospatial.org

August 7, 2009, Wayland, Massachusetts. The Open Geospatial Consortium (OGC®) announces that it will hold a Spatial Law and Policy Summit at The Westin Washington, D.C. City Center on October 7, 2009. Professionals from the government and private sector whose work involves laws and policies related to geospatial technology are invited to register and attend.

This unprecedented event will feature talks and panel discussions by experts familiar with the wide range of legal and policy issues associated with growth in consumer and business applications of geospatial systems, software and services. The growing use of 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 raises a number of issues concerning privacy, intellectual property rights, liability, and national security. As the speakers will explain, in many cases, the existing legal and policy framework is inadequate to provide governments, businesses and consumers clear guidance on these issues.

The Summit will be chaired by OGC director and Executive Committee member Kevin Pomfret, a Richmond, Virginia based attorney who has written and spoken extensively on spatial law and technology.

To learn more, visit the OGC Spatial Law and Policy Summit website at <http://www.opengeospatial.org/event/091007ets> .

The OGC(R) is an international consortium of more than 385 companies, government agencies, research organizations, and universities participating in a consensus process to develop publicly available geospatial standards. The OGC's OpenGIS(TM) standards support interoperable solutions that "geo-enable" the Web, wireless and location-based services, and mainstream IT. These standards empower technology developers to make geospatial information and services accessible and useful with any application that needs to be geospatially enabled. The OGC's Spatial Law and Policy Committee provides an open forum for OGC members' legal and policy advisors to discuss the unique legal and policy issues associated with spatial data and technology. The Consortium seeks to ensure that OGC standards reflect best practices with respect to law, policy and societal requirements that shape institutional uptake of interoperable geoprocessing. Visit the OGC website at <http://www.opengeospatial.org>.
