



Thursday, June 17, 2010

**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) March 18, 2010	<i>action</i> 1
4. Summary of April Policy Board Meeting	5
5. Action and Discussion Items:	
a) Minnesota Geospatial Commons – Test Implementation	<i>action</i> 7
b) Quantifying Public Value (QPV) of Geospatial Commons Study	<i>action</i> 17
c) 2010 Program Objectives/Budget Revisions	<i>action</i> 21
d) Preliminary 2011 Program Objectives	<i>action</i> 31
e) Demonstrate Regional Street Centerline Dataset Enhancement and Met Council BaseMap Service using Metro Transit NexTrip Application	<i>action</i> 49
f) GIS Demonstration for July Policy Board meeting	<i>action</i> 51

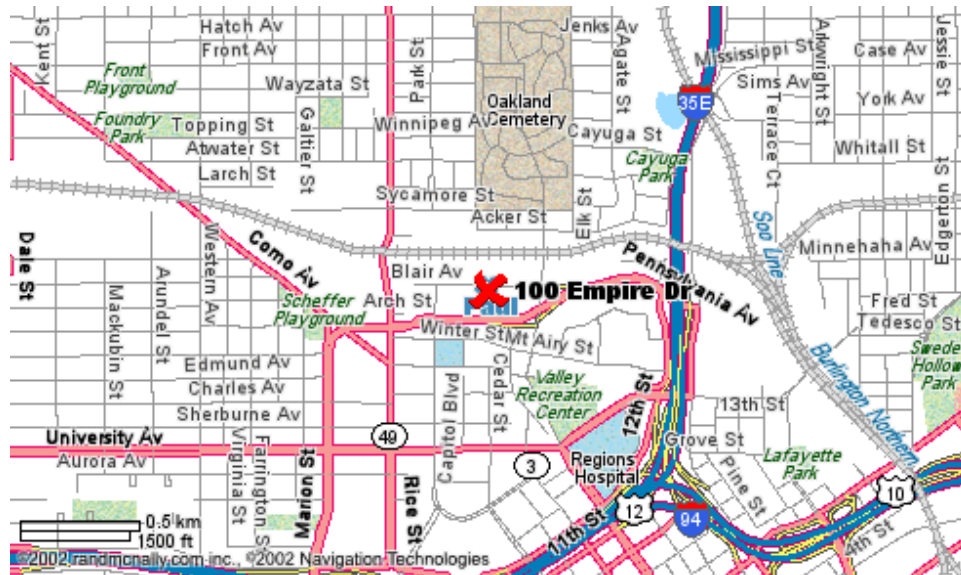
***** [Following Reports on MetroGIS Website](#) *****

- 6. Major Project Updates:**
 - a) Regional Address Point Dataset Implementation / Address Editing Tool Development
 - b) Regional Policy Statement for Geocoder Service
 - c) 2009 Regional GIS Projects: *Proximity Finder and Best Image Service*
 - d) RFP for Next-Generation Regional Street Centerline Solution
 - e) Streamlining Data Access for Emergency Responders (*GITA's GECCo Initiative Relevant?*)
 - f) Performance Measures – Phase II on hold for QPV Study
 - g) Documenting Benefits & Organizational Structure for Cross Sector, Shared Power Environment
- 7. Information Sharing:**
 - a) June 22-23 National Geospatial Advisory Committee (NGAC) Meetings
 - b) June 30 Mn Statewide Geospatial Advisory Council (MGAC) Meeting
 - c) Metro and State Geospatial Initiatives Update
 - d) Federal and National Geospatial Initiatives Update
 - e) Presentations / Outreach / Studies
- 8. Next Meeting**
September 16, 2010
- 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.



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Meeting Summary
MetroGIS Coordinating Committee
MN Counties Insurance Trust Bldg.
March 18, 2010

1. CALL TO ORDER

Chairperson Wakefield called the meeting to order at 1:03 p.m. and asked the others in attendance to introduce themselves.

Members Present: *Academics:* Jeff Matson (U of M); *Cities:* Bob O'Neill for Hal Busch (AMM: suburban cities - City of Bloomington); *Counties:* Peter Henschel (Carver), Jim Bunning (Scott); John Slusarczyk (Anoka), Randy Knippel (Dakota); Mike Fiebiger (Ramsey), and Doug Matske for David Brandt (Washington); *Federal:* Ron Wencl (USGS); *GIS Consultants:* Larry Charboneau (NCompass Technologies), *Metropolitan:* David Bitner (Metropolitan Airports Commission), Rick Gelbmann and Mark Vander Schaaf (Metropolitan Council), and Nancy Read (Metropolitan Mosquito Control District); *Non-Profits:* Sally Wakefield (1000 Friends of Minnesota); *Schools:* Dick Carlstrom; *Special Expertise:* Keith Anderson for Ben Verbick (LOGIS), *Utilities:* Allan Radke (Xcel Energy), and *Watershed/Water Management Organizations:* Melissa Baker for Mark Doneux, Capital Region Watershed District.

Members Absent: *Business Geographics:* (Vacant); *Cities:* Jim Engfer (AMM: core cities - City of St. Paul); *Counties:* Bill Brown (Hennepin), *Metropolitan:* Gordon Chinander (Metropolitan Emergency Services Board); *Special Expertise:* Brad Henry (URS Corp.), and *State:* David Arbeit (MnGeo), Joella Givens (MN/DOT) and Tim Loesch (DNR).

Open Seats: *Business Geographics and Non-Profits*

Support Staff: Randall Johnson, MetroGIS Staff Coordinator Team and Mark Kotz, Chair of the Address and Technical Leadership Workgroups.

Visitors: Scott Levin, NCompass Technologies

2. ACCEPT AGENDA

Member Bitner moved and Member Wencl seconded to approve the agenda, as suggested submitted. Motion carried, ayes all.

3. ACCEPT MEETING SUMMARY

Member Radke moved and Member Read seconded to approve the December 17, 2009 meeting summary, with a modification to 5f to "recognize that a reason for less volunteers to serve on the Contest workgroup than hoped for is that several may be thinking about submitting a proposal and do not want to serve on the workgroup to avoid a conflict of interest". Motion carried, ayes all.

4. SUMMARY OF JANUARY POLICY BOARD MEETING

The Staff Coordinator summarized the information presented in the agenda packet and added that Commissioner Reinhardt, Chair of the Statewide Geospatial Advisory Council, has requested a letter form Policy Board Chair Schneider summarizing the needs and opportunities that the MetroGIS communities believes best addressed at the state level. There was no discussion of the other Board actions..

5. ACTION AND DISCUSSION ITEMS

a) Regional Address Point Dataset – Phase I Plan and Interim Policy Statement

At Chairperson Wakefield's invitation Mark Kotz, Chair of the Address and Technical Leadership Workgroups, summarized the progress made to prepare for the Phase I implementation of the proposed Regional Address Points Dataset for which approval from the Committee is sought.

Member Knippel asked for clarification about the access policy concerning derivate data, specifically address points derived from county produced parcel points. Kotz stated that Phase I will involve only data that the producers are willing to freely share. Kotz went on to comment that although the

Approved on:
(pending)

preference of the Policy Board is for this dataset be available to anyone who wishes to access it, the Workgroup recognizes that some producers may want to restrict access and, as such, is anticipating the possibility of a version that is available to all and a second version that has restricted access via a password protected process.

Knippel emphasized that he favors broad access and resolving this policy issue, noting that the county representatives are currently targeting the negotiations related to the next-generation regional parcel data sharing agreement and license as the vehicle through which to formalize the new policies. The current agreement is scheduled to expire December 2011. He noted that he and the other county representatives to the Committee prefer a comprehensive approach as opposed to case-by-case reviews for expediency with limited legal support resources.

Motion: Member Bitner moved and Member Read seconded that the Coordinating Committee approve the Phase 1 work plan for development of the Regional Address Points Database, as outlined in the report presented to the Committee, dated March 3, 2010. Motion carried ayes all,

Kotz then summarized refinements to the Regional Policy Statement that are recommended by the Address Workgroup, an interim liability disclaimer, and database standards that the Workgroup is recommending as the policy foundations upon which to launch development of the Regional Address Points Dataset. During his comments he mentioned that the MN League of Cities was involved in the drafting of the interim liability disclaimer and that the proposed database standard aligns well with the National Address Standard that is nearing adoption by the FGDC. Kotz noted that Policy Board approval of these policy foundations will not be sought until the workgroup has tested them in the operational environment associated with Phase I. Once comfortable that the policies are satisfactory, formal Board approval will be sought.

Chairperson Wakefield asked if the members have any questions or comments about the Address Workgroup's proposed implementation plan for the Regional Address Points Dataset. **No comments or questions were offered.** Nancy Read thanked the county representatives for their long standing involvement in the process to get to this point.

b) Geo Applications Contest

The Staff Coordinator Johnson summarized the information provided in the agenda report and the recommendation to set a series of milestones that must be satisfied to move forward with the project. Johnson suggested that to avoid a conflict of interest, the Committee could discuss the contest in general but should ask Chairperson Wakefield, a candidate for the Technical Project Manager, to leave the room if the conversation drifted toward topics to which all candidates should be informed. A lengthy discussion ensued concerning the recommendation that commitments for the entire estimated budget of \$65,000.

Mark Kotz, representing the workgroup that developed the project charter, commented that the workgroup believes that the contest is needed to provide an incentive to data producers to stand up their services. He also mentioned that the workgroup had conducted an evaluation and were convinced that the proposed contest could be successfully hosted.

Most Committee members concurred that the presence of a Technical Project Manager would expedite the standing up of web services but there was not unanimous agreement that if a deliverable, short of hosting the contest, is agreed to, that the revised project would be worth investment of MetroGIS's funds. Others believe that a chicken and an egg situation exists in that a full scoping of the project and possible implementation options that would affect the cost (e.g., the current proposal to retain a contest manager may not be needed) is too large of a task for a volunteer. The role of the proposed Technical Project Manager in the standing up of services was also questioned; some believing the role would be high level oversight and other commenting that the role would be more hands on.

Chairperson Wakefield was asked to leave the room.

Approved on:
(pending)

Kotz commented that MetroGIS/Council staff have carried the majority of the support load to date and that other organizations will need to commit supplemental funding if the contest is to be successfully hosted. He also stated that he strongly supports setting a deadline for others to commit. He concluded by stating that if partners do not commit the needed additional funds that MetroGIS should investigate, soon, what we can do with the funds that are available, whether contest related or not. The Staff Coordinator commented that a decision to use the funds in another way should be made before the June meeting to have any chance of capturing them.

The group concluded that the four Statements of Interest should be reviewed for ideas that might affect the scope and that interest from state agencies should be confirmed before deciding next steps. The group deferred a decision on the option of a project that results in deliverables short of hosting a contest (standing up more services, advertisement of these services so they are used more, building of relationships and education of the value of services, etc.) until the supplemental funding question is resolved. .

Chairperson Wakefield was invited to return to the room.

Motion: Member Bitner moved and Member Read seconded to:

- 1) Accept Member Bitner and Member Gelbmanns' offer to head up a team to review the four statements of interest that were submitted regarding serving as the Technical Project Manager.
- 2) Accept Mark Kotz's offer to speak with state agencies about their willingness to partner with MetroGIS and contribute funding to this project.
- 3) Direct the Staff Coordinator to communicate the results of actions 1 and 2 with the Committee as soon as possible along with recommendations for next steps.

Motion carried ayes all.

c) Glossary of GIS and Geospatial Terms

Member Fiebiger noted that he and Member Givens, together with his GIS support staff, had collaborated to develop the version of a glossary and presented the agenda materials from the preliminary definitions provided by staff in the agenda materials for the December Committee meeting. Alternate Member O'Neil commented that if vendor products, such as ArcGIS, are included that competitor products should also be included. The group talked briefly about the pros and cons of an incomplete list of products and ultimately decided to add a preamble to the glossary stating the intent is for a living document and that users are encouraged to add terms they believe are missing.

Motion: Member Bitner moved and Member Charboneau seconded to forward the following recommendations to the Policy Board concerning its request for a glossary of geospatial terms:

- 1) Accept the glossary terms presented in the agenda materials as a starting place.
- 2) Consider posting this glossary in the form of a geo wiki to permit users to add to and modify it as they believe appropriate.
- 3) Direct staff to add a preamble to convey this document is intended to be a living work

Motion carried ayes all.

d) Preliminary 2011 Program Objectives and Partnering Opportunities

Staff Coordinator Johnson stated that the reason for this report is to stimulate a conversation among committee members about the practicality of projects that are known to be required resources in addition to that which can be provided by MetroGIS and which are candidates for the 2011 work program. Johnson expressed concern for being able to capture these resources given the lengthy discussion during consideration of Item 5b, involving the same subject. No comments were offered other than to confirm that the Committee will be asked to comment on the preliminary budget at the June meeting.

Approved on:
(pending)

e) GIS Technology Demonstrations

Staff Coordinator Johnson summarized the information presented in the agenda report and the report supplement that was emailed earlier in the week to share the results of a polling survey that was in progress when the main agenda report was published.

Member Gelbmann accepted agreed to work with Council and county staff to develop a presentation for the top-ranked topic: *Coordinated Data Management via Internet - Council and Counties* for the April Board meeting. As a backup, Member Knippel also agreed to be prepared to talk about the second highest ranked topic: *Emergency response maps consistent across jurisdictions, based on U.S. National Grid.*

Motion: Bitner moved and Member Bunning seconded to proceed with the plan outlined above. Motion carries, ayes all. .

k) 2010 Meeting Schedule Revisions

It was agreed to change the June meeting date from the 24th to Thursday the 17th and the September meeting date from the 23rd to Thursday the 16th.

6. NEXT MEETING

The next meeting of the Coordinating Committee is scheduled for Thursday, June 17. .

Project Updates and Information Sharing:

Chairperson Wakefield commented that the Project Update and Information Sharing Reports are no longer included in the agenda materials but are now posted as separate downloadable documents on the committee's meeting webpage. This change was requested by the Policy Board beginning with its January 2010 meeting. This change was made to reduce paper waste. She encouraged the members to review these materials on their own and asked if anyone had any question about the information provided in these reports. None were offered. .

Chairperson Wakefield invited the Staff Coordinator to comment on the 2010 NSDI CAP grant in the amount of \$50,000 has been awarded to a proposal submitted by MetroGIS, Hennepin County, and 1000 Friends, entitled "Measuring Public Value of Geospatial Commons: A MetroGIS Case Study". Staff Coordinator Johnson noted that the responsible government entity is the Metropolitan Council, which will role serve as the custodian for the grant funds, and that the project team, comprised of MetroGIS participants and advisors from across the country and overseas, will direct the project. Member Harvey, who will serve as the research coordinator, commented on his expectations. He emphasized the goal to develop a methodology by which policy makers can objectively evaluate the value of data sharing as they consider implications of data access policy. Member Harvey, who will serve as the research director shared some comments on his expectations. Johnson encouraged invited members of the committee to contact him if they are interested in joining the advisory committee and encouraged the members to review the [grant application](#) if they had not already done so, noting that it is only 5 pages long.

7. ADJOURN

The meeting adjourned at 3:28 p.m.

Prepared by,

Randall Johnson, AICP
MetroGIS Staff Coordinator



TO: Coordinating Committee

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

SUBJECT: April 2010 Policy Board Meeting Highlights

DATE: May 20, 2010
(For the Jun17th Meeting)

The following **major** topics were considered / acted on by the Policy Board on April 21st. Refer to the meeting at [minutes](#) for information about each item and other topics considered by the Board.

1. Regional Address Point Dataset –Phase I Plan

The following strategic Phase I components were endorsed to authorize development to proceed on the proposed Regional Address Points Dataset, with the understanding that Policy Board approval will be sought prior to commencing Phase 2:

- a) Phase 1 workplan
- b) Interim policy statement to govern the creation and initial operation of the proposed Regional Address Points Dataset.
- c) Interim liability waiver for organizations who elect to contribute address point data as part of Phase 1.
- d) Database specifications

2. Guidance 2010 Work Plan / Budget Refinements

In response to being informed that the partnering resources required to launch the proposed Geo Applications Innovations Competition had not materialized as had been anticipated when the project was included in the 2010 work plan and budget, the Board:

- a) Directed that any new project that is financed with funds that had been allocated to the Geo Applications Creative Innovations Competition should align with one or more of the four goals for the Competition listed in the agenda report.
- b) Requested Chairperson Schneider to work with Coordinating Committee leadership to define new uses for approximately \$29,000 in funding and revise the 2010 MetroGIS work plan and budget, accordingly.
- c) Directed that before acting on the revised 2010 work plan and budget, obtain Board ratification of the proposed changes.

3. Glossary of GIS and Geospatial Terms

The following actions were approved:

- a) Accept Glossary of Geospatial and GIS Terminology, as proposed by the Coordinating Committee
- b) Direct staff to post the glossary on the MetroGIS Website, as described in the agenda report.

Note: Following the Board meeting, a link called “glossary” was added to the front page of the MetroGIS website (<http://www.metrogis.org>).



Cooperation, Coordination, Sharing Geographic Data

TO: Coordinating Committee

FROM: Geospatial Commons Workgroup (Joint MnGeo and MetroGIS effort)
Chair: Mark Kotz
MetroGIS Staff Contact: Randall Johnson (651-602-1638)

SUBJECT: Minnesota Geospatial Commons – Test Implementation

DATE: June 3, 2010
(For the Jun 17th Mtg.)

REQUEST

The Geospatial Commons Workgroup is seeking endorsement from MetroGIS of a test implementation of the Minnesota Geospatial Commons. This is the new name for the “broker/portal implementation” that was previously endorsed by the Coordinating Committee and Policy Board and given as a charge to the Technical Leadership Workgroup.

Mark Kotz, Chair of the Geospatial Commons and Technical Leadership Workgroups, will attend the June 17th Committee meeting to explain progress made on the Mn Geospatial Commons project. The Project Charter is presented in Attachment A.

BACKGROUND

The Geospatial Commons Workgroup has not been part of the MetroGIS budget for 2010, though a new enhancement to the project is being proposed for \$5000 in the 2010 budget. The Workgroup expects to have a funding request as part of the 2011 MetroGIS budget and expects to provide more specific information by mid September, prior to the Committee endorsing a 2011 MetroGIS work plan and budget. The request will not be for more than 25% of the project resources.

PURPOSE AND RELEVANCE TO METROGIS COMMUNITY AND BEYOND

Quoting from the project plan document (attached):

“...The Minnesota geospatial community has access to a large number of shared geospatial datasets, mainly through multiple data download sites. However, no one web location exists through which people and organizations can find and share such data. Shared web services and applications are even less accessible, and only modestly promoted as a potential shared resource. There exists in Minnesota a significant opportunity to collaboratively develop a single location through which all Minnesota geospatial resources can be found and shared.

Many in the community are very interested in this opportunity and have a compelling business need to see it succeed, not the least of which are the agencies that manage the biggest GIS data distribution sites in the state (DNR, Met Council, MnGeo & Mn/DOT). Further, the existence of a collaboratively developed Commons may eliminate the need for existing, disparate GIS data download sites, saving several organizations from the responsibility of maintaining their own sites and upgrading them periodically.

The coordinated geospatial commons that is envisioned would greatly advance our ability to share web services in particular, by both providing a place to publish information about them and also by facilitating assessments of the reliability and trustworthiness of such web services. The increased usage of web services will produce efficiency gains for many organizations, in particular those that develop geospatial applications.

Perhaps most importantly, the Commons will provide a one stop location for a broad array of GIS users in Minnesota, whether professional or casual, to find and share useful resources, and will promote greater sharing of geospatial data, services and application.”

RECOMMENDATION

That the Committee recommend that the Policy Board endorse the proposed Minnesota Geospatial Commons – Test Implementation.

ATTACHMENT A

Project Plan

Project Name: Minnesota Geospatial Commons – Test Implementation



Date: 05/18/2010 **Version:** 1.1

Prepared By: Mark Kotz

A Executive Summary

Business Need/Opportunity

The Minnesota geospatial community has access to a large number of shared spatial datasets, mainly through multiple data download sites. However, no one web location exists through which people and organizations can find and share such data. Shared web services and applications are even less accessible, and only modestly promoted as a potential shared resource. There exists in Minnesota a significant opportunity to collaboratively develop a single location through which published Minnesota geospatial resources can be found and shared.

Many in the community are very interested in this opportunity and have a compelling business need to see it succeed, not the least of which are the agencies that manage the biggest GIS data distribution sites in the state (DNR, Met Council, MnGeo & Mn/DOT). Further, the existence of a collaboratively developed Commons may eliminate the need for existing, disparate GIS data download sites, saving several organizations from the responsibility of maintaining their own sites and upgrading them periodically.

The coordinated geospatial commons that is envisioned would greatly advance our ability to share web services in particular, by both providing a place to publish information about them and also by facilitating assessments of the reliability and trustworthiness of such web services. The increased usage of web services will produce efficiency gains for many organizations, in particular those that develop geospatial applications.

Perhaps most importantly, the Commons will provide a one stop location for a broad array of business and GIS users in Minnesota and beyond, whether professional or casual, to find and share useful resources, and will promote greater sharing of geospatial data, services and applications.

Statement of Work

This effort includes the following:

- Define the needed functions of the Commons
 - Begin with those functions needed by the major data producers
 - Get additional input from the broader MN geospatial community
- Assess existing sites and products and choose a product for a test bed implementation
- Further define the critical functions and requirements (i.e. role of the broker, services documentation)
- Form a multi agency implementation team advised by the Commons workgroup
- Create and approve a project charter
- Create and approve a project plan for the test bed implementation
- Implement a test bed Commons focusing on high priority functions
- Test functionality and assess strengths and deficiencies of software product and implementation methods
- Make recommendations and project plan for a full production Commons, including
 - Roles and responsibilities
 - Functions to include
 - Implementation methods

- Timeline
- Governance
- Report findings
- Seek commitment and/or funding

This effort does not include the following:

- Implementing a final production Commons

Project Objectives

Business Objectives for the project are:

- Define the needed functions of the Commons
- Implement a test bed version of the Commons
- Make recommendations and develop a project plan for a full production Commons
- Report to MnGeo and the geospatial community

Constraints

The following limitations and constraints have been identified for this project:

- The effort relies on voluntary participation by multiple government agencies
- This project has no defined budget
- This project will proceed within the bounds of the prioritized Commons functional requirements previously defined by the Geospatial Architecture Workgroup
- Upon approval of this Project Charter, the next milestone will be the completion of a Project Plan.

Assumptions

The following assumptions were made when developing this Project Charter:

- This project has the approval of MnGeo to host the test bed Commons.
- Participating agencies will continue to support staff involvement with this project.
- More specific staff commitment levels will be defined in the project plan.

The Project Charter was approved on 3/19/ 2010.

B Scope Overview

Business Scope

Phase 1 – Requirements

- Define and prioritize preliminary list of functions
- Assess user needs and modify functions and priorities if appropriate
 - Create online survey
 - Advertise on existing data discovery sites and GIS/LIS newsletter
 - Compile results and compare to functions list and modify as appropriate.
- Assess web service requirements
 - Clarify what comprises comprehensive documentation of a web service.
 - Agree on a list of key characteristics that must be addressed to achieve “trust” in a web service.
 - Further define the roles of the Broker (both machine and human) and the Enterprise Service Provider with respect to quality of service and trust.
 - More clearly define the options for, and recommended functions of the broker and how it interfaces with the service provider and the application client.

Phase 2 – Implementation – ESRI Geoportal Extension

- Identify a host server
- Identify training needs of implementation group
- Research functionality and configuration options
- Develop a plan for which Commons functions will be implemented
- Develop a configuration plan
- Define how selected geoportal software will fit into existing architecture
- Install and/or configure hardware and firewall connections
- Install and configure software
- Implement client functions and complete UI/design work
- Individual agencies contribute resources (e.g. data, services, applications) to test Commons
- Develop a test plan and test cases
- Test implemented functions
- Assess how implemented functions meet workgroup defined needs
- Describe what other functionality is needed
- Recommend how that functionality might be acquired or created
- Recommend whether the ESRI product should be used for a production site
- Modify implementation if appropriate

Phase 3 – Make Recommendations and Plan for Production Commons

- Make recommendations for a production Commons
 - Functions to include
 - Implementation strategy
 - Roles and responsibilities
 - Estimated up front and ongoing costs
 - Benefits and risks
 - Potential sources of funding
- Articulate the benefits of sharing services and of achieving a system that effectively supports sharing of services.
- Model service level agreements
 - Develop or find a template or model for a service level agreements (SLA).
 - Work toward an SLA for the MnGeo image service.
- Report to stakeholder organizations, including participating agencies, MetroGIS Policy Board and the MN Geospatial Advisory Councils
- Report to the MN geospatial community, federal partners, NSGIC and others. They may have valuable input or assistance.
- Propose a project plan for a production Commons

Scope Management Plan

Proposed scope changes will be assessed in terms of impact to project schedule, cost and resource usage. Any changes to this scope must be documented in a revised version of the project plan. Approval of Project Manager is required. Any scope changes involving staffing or funding changes also require the approval of the project owners.

Budget Overview

Estimated budget for the project by state fiscal year:

Budget Amount: \$0	Fiscal Year: 2010	Funded?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Budget Amount: \$0	Fiscal Year: 2011	Funded?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

All staff time, hardware, software and other resources will be contributed in-kind from participating organizations. A request will be made to MetroGIS to fund staffing for some key project tasks.

Budget Management

Any changes to the budget must be documented in a revised project plan. Approval of Project Manager and Project Owners is required.

C Project Team

The following people and organizations are stakeholders in this project and included in the project planning. Additional project team members are added as needed.

Executive Sponsors: Commit resources & advocate for project

- David Arbeit, Minnesota CGIO, MnGeo
- Dave Hinrichs, CIO Metropolitan Council
- Kathy Hofstedt, CIO Mn/DOT
- Robert Maki, CIO Minnesota DNR

Project Owners: Ensure adequate resources are available and track project status

- Chris Cialek; MnGeo
- Rick Gelbmann, Metropolitan Council
- Tim Loesch, Minnesota DNR
- Dan Ross, Mn/DOT

Project Manager: Lead the planning and execution of the project, chair workgroup

- Mark Kotz, Metropolitan Council

Project Workgroup: Plan and design the Commons, advise Implementation Workgroup

- Mark Kotz, Met. Council (Chair)
- Bob Basques, St. Paul
- Chris Cialek, MnGeo
- Jessica Deegan, Met. Council
- Jessica Fendos, DEED
- Josh Gumm, Scott County
- Leslie Kadish, MN Historical Society
- Steve Lime, DNR
- Charlie McCarty, Mn/DOT
- Chris Pouliot, DNR
- Nancy Rader, MnGeo
- Nancy Read, Metro Mosquito Control District
- Dan Ross, Mn/DOT
- Hal Watson, DNR
- Paul Weinberger, Mn/DOT

Implementation Team: Implement test bed version of ESRI Geoportal Extension

- Jessica Deegan, Met. Council (Co-Team Lead)
- Jim Dickerson, MnGeo
- Josh Gumm, Scott County
- John Harrison, Mn/DOT
- Susanne Maeder, MnGeo
- Chris Pouliot, DNR (Co-Team Lead)

Survey Team: Plan and implement a user survey

- Jessica Deegan, Met. Council
- Chris Pouliot, DNR
- Alison Slaats, 1000 Friends of Minnesota

Service Requirements Team: Identify issues related to web services requirements and how they might be implemented using a broker in the Commons environment

- Hal Watson, DNR (Team Lead)
- Jessica Fendos, DEED
- Susanne Maeder, MnGeo
- Matt McGuire, Met. Council

Project Team Management

The project manager coordinates the project tasks assigned to team members. Changes to the project team require approval of the Project Manager and Project Owner for the affected agency if relevant. Changes will be tracked in revisions to the project plan.

D Project Schedule

Key project tasks, responsible groups and estimate hours:

Detailed project schedule is provided below.

Schedule Management

The project Schedule will be posted online and updated as tasks are completed. Any changes to the schedule must be documented in a revised project schedule. Sign-off from Project Manager is required

Project Tasks with Estimated Completion Dates and Total Person Hours Required

Task (time estimates to the right are in total person hours for task)	Completion Date	Resources if not full team	Implementation	Work group	Service Reqs	Survey	Project Mngr	MnGeo	Sponsors
Preliminary functions defined and prioritized	11/13/09								
Workgroup agrees to implement ESRI Geoportal Toolkit as test bed	02/04/10								
Approve project charter	03/15/10								
Online survey is launched	03/16/10					10			
Create draft project plan	03/26/10						5		
Draft project plan reviewed by workgroup	04/08/10			8					
Research functionality and configuration options	04/29/10		30						
Identify training needs (if any) of implementation group.	05/01/10	1 person	2						
Project plan approved by workgroup	05/06/10			5					
Identify a host server	05/07/10							1	
Clarify what comprises comprehensive documentation of a web service	05/14/10				9				
Develop plan for which Commons functions will be implemented in test	05/15/10		20						
Designate how selected geoportal software & components will fit into existing architecture	05/15/10	1 person	4						
Report on survey results to date and how they compare with list of functions	05/21/10					2			
Project plan approved by executive sponsors, owners and project manager	05/21/10								3
Develop a configuration plan	06/04/10		20						
Install and/or configure hardware and firewall connections	06/11/10	1 person	3						
Agree on a key characteristics to achieve "trust" in a web service	06/18/10				9				
Install and configure software (including toolkit and underlying software)	06/25/10	1 person	20						
Online survey is ended	06/30/10					0			
Compile survey results and compare to functions list	07/09/10					4			
Define roles of Broker (machine & human) and Provider relate to quality of service & trust	07/15/10				12				
Develop a test plan, test cases, and tracability matrix	07/16/10		10						
Define options for, and recommended functions of broker and how it interfaces with service provider and the application client	08/06/10	2 people			20				
Implement client functions and complete UI/design work. (tasks broken down by functionality pieces eventually)	09/17/10		?						
Individual agencies contribute resources (e.g. data, services, applications) to test Commons	09/24/10			15					
Test implemented functions	09/24/10			15					

Revise any needed implementation pieces	10/01/10		?							
Revise data or service contributions	10/07/10			6						
Test Bed running with real data & services - open for comments	10/11/10		?							
Give presentation about Commons at MN GIS/LIS Consortium Conference	10/15/10					5				
Assess how implemented functions meet workgroup defined needs	11/04/10			10						
Describe what other functionality is needed	11/04/10			10						
Modify implementation if appropriate, based on feedback	12/02/10		?							
Recommend how that functionality might be acquired or created	12/02/10			?						
Recommend whether the ESRI product should be used for a production site	12/02/10			?						
Create draft recommendations for a production Commons	12/16/10					8				
Modify and approve recommendations for a production Commons	01/06/11			?						
Create draft project plan for a productions commons	01/20/11					10				
Modify and approve project plan for a production commons	02/03/11			?						
Report to stakeholder organizations and geospatial community	02/11/11			?						
Model service level agreements	02/11/11	2 people			8					
Articulate the benefits of sharing services and a system that supports such sharing	02/11/11			?						
				109+	69+	58	16	28	1	3

E Communication Plan

The Geospatial Commons Workgroup will maintain a schedule of monthly meetings. All workgroup members, subgroup members, project owners and other who have expressed interest are included in the CC list for meeting agendas and meeting notes. If a particular meeting is not needed, it will be cancelled. The workgroup maintains a Basecamp web site for collaborative work. This site is accessible only to authorized users. Additional or alternate workgroup collaborative work sites will be considered if the need arises.

The workgroup chair/project manager will report progress to the following groups at their request:

- MetroGIS Coordinating Committee
- MetroGIS Policy Board
- State Government Geospatial Advisory Council
- State Agency Geospatial Advisory Council

Key stakeholder organizations will be kept abreast of the progress of the workgroup through their representatives on the workgroup.

The workgroup will also maintain a web page under the MnGeo advisory committee site at <http://www.mngeo.state.mn.us/workgroup/commons/index.html>. The project schedule will be updated periodically and posted on this site.

It is expected that workgroup members will provide presentations about the project at various venues. Specifically, the project will be presented at the Minnesota GIS/LIS Conference in October.

Individual task teams will work closely on a weekly or daily basis while completing specific tasks.

F Issues Management

As issues arise within the project, each team will determine if the issue is significant enough to report it to the Project Manager. The Project Manager, in consultation with the Team Lead, will decide if the issue should be reported to the full Workgroup. If so, the collaborative work site will be used as a place to describe and track issues. For project work to continue efficiently, it is desirable that most issues be resolved within each team or with consultation with the Project Manager. Issues may include testing results, unexpected problems, and other items that impact project completion.

G Project Plan Documents Summary

All significant electronic project documentation will be posted on the collaborative work site. Teams will determine when a document is sufficiently complete to post on the site.

H Approval

Below is documentation of confirmation that **project sponsors, project owners and project manager have reviewed the information contained in this document and approve of this as the formal project plan for the Minnesota Geospatial Commons – Test Implementation project.**

To indicate approval, send an email to mark.kotz@metc.state.mn.us stating that that you approve the project plan for the Commons Test Implementation project.

Executive Sponsors: Commit resources & advocate for project

- David Arbeit, Minnesota CGIO, MnGeo
- Dave Hinrichs, CIO Metropolitan Council
- Kathy Hofstedt, CIO Mn/DOT
- Robert Maki, CIO Minnesota DNR

Project Owners: Ensure adequate resources are available and track project status

- Chris Cialek; MnGeo
- Rick Gelbmann, Metropolitan Council
- Tim Loesch, Minnesota DNR
- Dan Ross, Mn/DOT

Project Manager: Lead the planning and execution of the project, chair workgroup

- Mark Kotz, Metropolitan Council

The Project Plan will be approved by the Project Executive Sponsors, Project Owners and Project Manager
Project Changes will be approved by the Project Owners and Project Manager



TO: Coordinating Committee
FROM: Francis Harvey, Research Coordinator - QPV Study
Randall Johnson, Administrative Coordinator - QPV Study (651-602-1638)
SUBJECT: Measuring Public Value of Geospatial Commons: A MetroGIS Case Study
(*Short Title - MetroGIS QPV Study*)
DATE: June 2, 2010
(*For Jun 17th Meeting*)

INTRODUCTION

The purpose of this report is to update the Committee on the status of the MetroGIS QPV Study. This study is supported by a \$50,000 federal grant that was awarded to the project in April.

The primary objective for pursuing this study is to create a replicable methodology capable of quantifying value (direct and indirect) to both the taxpayer and participating government organizations attributable to data sharing, specifically parcel data. (See Attachment A for an overview of the design and deliverables.)

The funding authority is the Federal Geographic Data Committee (FGDC), through its National Spatial Data Infrastructure (NSDI) Cooperative Agreements Program (CAP) program.

PROJECT STATUS

In late April, Danielle Scarfe and Molly Managan, with W4Sight, Chicago, IL, were retained to assist with several components of the study. They joined Francis Harvey and Randall Johnson the week of May 4 for training on a Return on Investment (ROI) methodology developed by Geospatial Information & Technology Association (GITA), use of which is a requirement of the grant funding.

The study is comprised of four major tasks. Completion is anticipated by June 2011. Work on Task 1 officially launched the week of May 10. The purpose of Task 1 is to describe the costs and benefits to Hennepin County of utilizing geospatial technology to manage parcel data. Gary Swenson, Hennepin County GIS Manager, is assisting with support of Task 1. Due to limited resources, the scope of this prototyping effort has been limited to parcel data, in particular, that which adheres to standards that support interoperability. Progress can be followed on the study [website](http://sdiqpv.net/sdiqpv/Welcome.html) at <http://sdiqpv.net/sdiqpv/Welcome.html>.

STUDY MANAGEMENT TEAM AND PROSPECTIVE ADVISORY TEAM MEMBERS

At the March Committee and April Policy Board meetings, members were invited to serve as study advisors, in particular, related to defining survey questions and identifying interview candidates with desired expertise. Those who have expressed interest are listed in Attachment B.

IMPACT ON 2010 WORK PLAN AND BUDGET

Through the process of developing the proposed QPV methodology, progress is expected to also be made on developing next-generation performance measures called for in the MetroGIS's new Performance Measurement Plan, adopted by the Policy Board last October. Prior to receiving this grant award, \$15,000 had been allocated in MetroGIS's 2010 budget to develop these next-generation measures. However, since it is unlikely the QPV study results will be far enough along in 2010 to do more than develop a Request for Proposals by year-end, work on the performance measurement project is proposed to be moved to 2011. (See Agenda Reports 5c and d.)

RECOMMENDATION

That Committee members:

- 1) Ask questions, as needed, to understand the study purpose, deliverables, and design.
- 2) Identify any individuals that should be added to the listing of advisors in Attachment B, whose expertise would be valuable to this study.

ATTACHMENT A

Fact Sheet MetroGIS Quantify Public Value (QPV) Study (June 2010)

Introduction and Context:

Does this situation sound familiar? You are a GIS program manager. Your intuition tells you that sharing geospatial data produced by your organization would likely result in substantive efficiency improvements for your organization but without hard numbers to prove your case, sharing remains a novel thought. If so, MetroGIS's Quantify Public Value (QPV) Study, summarized below, will hopefully provide a means to act on your intuition. Our goal is to create a replicable methodology capable of quantifying value (direct and indirect) to both the taxpayer and participating government organizations attributable to data sharing, specifically parcel data.

David Claypool, a visionary active in the early Twin Cities (Minnesota) geospatial community, asserted that "organizations that are using GIS on their own are not getting the full benefit of the technology". Subsequently, [MetroGIS](#) was created to foster knowledge sharing and sharing of resources to accomplish collaborative solutions to shared geospatial needs. The mission being "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". The culture of the geospatial profession, which serves the Twin Cities, has enthusiastically embraced the notion of using the natural intra-organizational integrating capacities of geospatial technology to improve organizational effectiveness and understands that public value is created in so doing.

Need for Quantitative Measures of Value:

Over the past decade, MetroGIS completed eleven stakeholder [testimonials](#) to document public value created through its efforts. Substantive organizational efficiency improvements have been described. These testimonials, or qualitative measures of value created, provide insight and value but leadership acknowledged, in adopting MetroGIS's second performance [measurement plan](#), that quantitative measures are needed to fully realize MetroGIS's mission because more complex, cross-sector solutions are desired than the current structure is capable of accomplishing.

Study Funded:

Acting on this need, a [proposal](#) for a 2010 NSDI CAP Grant was submitted. The awarded project proposes development of a methodology capable of quantitatively measuring public value created when organizations actively participate in a geospatial commons. The study is entitled "*Measuring Public Value of Geospatial Commons: A MetroGIS Case Study*", "*MetroGIS Quantify Public Value (QPV) Study*" for short. The lead proposers represent major stakeholders in the Twin Cities geospatial community (spatial data infrastructure) – 1000 Friends of Minnesota, Hennepin County, MetroGIS, and the Metropolitan Council. The 300 local and regional organizations that serve the seven-county, Minneapolis-St. Paul metropolitan area - the MetroGIS community - comprise the study domain. The territorial focus of the study is Hennepin County, the 32nd largest county in the United States by population. The study involves participation by representatives from multiple government, non-profit, utility, industry, and academic interests.

Understanding the public value of data sharing is a key issue in discussions surrounding spatial data infrastructure (SDI) development and continued support. The proposed QPV methodology extends the Return on Investment (ROI) methodology developed by the Geospatial Information & Technology Association ([GITA](#)) to account for multiple uses and reuse chains of parcel data produced by Hennepin County. Due to limited resources, the scope of this prototyping effort has

been limited to parcel data, in particular, that which adheres to standards that support interoperability. QPV takes into account value chains and reuse benefits over a longer-term perspective. The results of the Hennepin County-based ROI component will be shared with an international team of scientific advisors who are experts on SDI. These experts will assist in defining shortcomings in the ROI methodology that must be resolved to effectively account for value chains and reuse benefits which create public value.

Status of QPV Study:

The federal cooperative funding agreement was executed in April. [W4Sight](#) was then retained to assist with major components of the study. The study officially launched on May 10, 2010. It consists of four major tasks. Completion is anticipated by June 2011. Task 1 involves conducting GITA's ROI analysis for Hennepin County; defining costs and value internal to Hennepin County of utilizing geospatial technology to manage parcel data. Task 2 involves defining benefits for a SDI environment, initiating the outward looking QPV analysis, and is scheduled to begin in September 2010. Experts specializing in SDI development will be invited to participate, beginning with Task 2.

Contact Information:

- Study Administrative Matters: Randall Johnson, MetroGIS Staff Coordinator, randy.johnson@metc.state.mn.us
- Study Research Matters: Francis Harvey, University of Minnesota, francis.harvey@gmail.com
- The project website is <http://sdiqpv.net>
- MetroGIS's website is <http://www.metrogis.org>

ATTACHMENT B

QPV Advisory Team Prospective Members (May 25, 2010)

Research/Scientific Community- Spatial Data Infrastructure (SDI) Experts:

- 1) Joep Crompvoets (Joep.Crompvoets@soc.kuleuven.be) - Belgium
- 2) Cameron Easton (cameron.easton@scotland.gsi.gov.uk) - United Kingdom
- 3) Yola Georgiadou (georgiadou@itc.nl) - Netherlands
- 4) Doug Halsing (dhalsing@usgs.gov) – US (Washington D.C.)
- 5) Kate Lance (klance_remote@yahoo.com or Kate.T.Lance@nasa.gov) – US (Texas?)
- 6) Bastiaan von Loenen (B.vanLoenen@tudelft.nl) - Netherlands
- 7) Roger Longhorn (ral@alum.mit.edu) - Belgium
- 8) Zorica Nedovic-Budic (zorica.nedovic-budic@ucd.ie)- Ireland
- 9) Martin Plante (Martin.Plante@USherbrooke.ca) - Canada
- 10) Abbas Rajabifard (abbas.r@unimelb.edu.au) - Australia
- 11) David Tulloch (dtulloch@crssa.rutgers.edu) – US (New Jersey)
- 12) Danny Vandenbroucke (danny.vandenbroucke@SADL.kuleuven.be) – Belgium

General Advisors (*survey questions and interview candidates*):

- 13) Bob Samborski (bsamborski@gita.org) – US (Colorado)
- 14) Economist working w/King County, WA or Cy Smith (cy.smith@state.or.us) – US (Oregon)
- 15) David Arbeit (david.arbeit@state.mn.us) – US (Twin Cities)
- 16) Larry Charboneau (larry@ncompasstech.com) US (Twin Cities)
- 17) Will Craig (wcraig@umn.edu) – US (Twin Cities)
- 18) David DiSera (ddisera@ema-inc.com) – US (Twin Cities)
- 19) Mike Dolbow (mike.dolbow@state.mn.us) US (Twin Cities)
- 20) Kathie Doty (kdoty@umn.edu) – US (Twin Cities)
- 21) Laura Kalambokidis - U of M Economist (kalam002@umn.edu) – US (Twin Cities)
- 22) Tony Pistilli (tony.pistilli@metc.state.mn.us) – US (Twin Cities)
- 23) Steve Swazee (sdswazee@sharedgeo.org) – US (Twin Cities)

QPV Study Management Team:

- Randall Johnson, Administrative Coordinator, MetroGIS Staff Coordinator
- Francis Harvey, Study Research Coordinator, U of M
- Danielle Scarfe, W4Sight, Research Consultant
- Gary Swenson, GIS Manager, Hennepin County

Advisors to Study Management Team

- Terry Schneider, Mayor Minnetonka (city in Hennepin County), Chair MetroGIS PB)
- Peter Henschel, Carver County GIS Manager
- Randy Knippel, Dakota County GIS Manager
- Sally Wakefield, Ex Dir 1000 Friends Mn, Chair MetroGIS Coordinating Committee
- *Private Sector Rep- TBD*



TO: Coordinating Committee

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

SUBJECT: Revisions - 2010 Work Plan and Budget

DATE: June 2, 2010

REQUEST

Approval is requested from the Coordinating Committee for recommended revisions to MetroGIS’s 2010 work plan and 2010 budget as described herein.

This proposal was developed, in accordance with direction received from the Policy Board on April 21, by the staff support team in collaboration with the Technical Leadership Workgroup (TLW) and leadership of the Policy Board and Coordinating Committee. Chairperson Schneider has been included in the process to develop the recommended changes to expedite the approval process.

The Committee’s eVote process was attempted in an effort to provide as much time as possible to make substantive progress on the proposed new uses by year end, but the process requirements were not able to be met.

REASONS FOR RECOMMENDED REVISIONS

Two principal drivers have resulted in a need to reallocate \$57,000 in funding that had been designated for projects that will not proceed as had been anticipated when the 2010 work plan was adopted in January.

- 1) Cancellation of the Geo Applications Innovations Competition
- 2) Award of federal NSDI CAP grant to undertake Quantify Public Value study (*Agenda Item 5b*)

OVERVIEW OF REVISIONS TO PROJECTS FUNDED BY METROGIS

(See attached work plan and budget for specifics)

Cancelled Projects:

- | | |
|---|----------|
| a) Geo Applications Innovations Competition | \$15,000 |
| b) Populate Metadata for GeoServices Finder (prerequisite for competition) | \$ 3,500 |

Postponed Projects (primarily awaiting results of Quantify Public Value study)

- | | |
|--|----------|
| a) Phase II Performance Metrics | \$15,000 |
| b) Three communication related projects | \$12,000 |
| e) Technical Assistance for Contributions to Address Points Dataset | \$10,000 |
| d) Miscellaneous outreach/admin | \$ 1,500 |

Proposed/Revised Projects (A synopsis of each of these projects is provided on the next page)

- | | |
|---|------------------------|
| a) 2 nd Generation Shared Information Needs Assessment | \$20,000 |
| b) Refresh/add Web 2.0 Functionality to MetroGIS website | \$12,000 |
| c) Revised Performance Metrics project | \$15,000 \$10,000 |
| d) Consolidated Clip, Zip, and Ship Tool | \$5,000 |
| e) Geocoder Service Enhancements | \$10,000 |

RECOMMENDATION

That the Coordinating Committee:

- 1) Accept the revisions to 2010 MetroGIS work plan and “foster collaboration” budget , as presented in this report.
- 2) Recommend that the Policy Board ratify these revisions.

SYNOPSIS
PROPOSED/REVISED 2010
METROGIS-FUNDED PROJECTS

1. Project Name:

Second - Generation Shared Information Needs Analysis - Phase I (*Activity A1*)

Amount requested

\$20,000 Estimated. Actual cost dependent upon results of RFP

Summary

Conduct an assessment to identify geospatial needs (e.g., data, services and applications) shared by the cross-sector, stakeholders that comprise the MetroGIS community and conduct an exercise to define the highest priorities. The MetroGIS Staff Coordinator would serve as the project manager. A workgroup would oversee development of the RFP and conduct of the assessment. Phase 1 2010 – Retain contractor and work on process design.

How funding would be used

Funding would be used to retain a consultant to work under the general direction of MetroGIS workgroup.

Benefit to MetroGIS community

Ensure that MetroGIS's efforts to foster collaborative solutions to shared needs are relevant to changing stakeholder needs.

2. Project Name:

Zip, Clip & Ship Functionality for Minnesota Geospatial Commons (*Activity A2a*)

Amount requested

\$5,000

Summary

Hire programming consultant to develop a tool for agencies to make available zip, clip & ship functionality of datasets via their services within the Minnesota Geospatial Commons. Jessica Deegan, with the Council's GIS Unit, would serve as project manager.

How funding would be used

Funding would be used to hire programming assistance in two distinct pieces.

- 1) Develop a template geoprocessing model for agencies to implement zip, clip & ship functionality from their data services.
- 2) Develop functionality to consolidate requests for the end user from federated data storage/service delivery points.

The funding request estimates 50 hours for a senior level programmer at \$100 per hour. *Estimate based on current going rate for \$95/ hour consulting fees for a senior programmer at MnGeo.*

Benefit to MetroGIS community

Having a zip, clip & ship mechanism in the Commons would restore functionality for an end user acquiring clipped data downloads. This functionality was initially a part of DataFinder Café but is presently not supported. In addition, MetroGIS data and services customers would have consolidated access to clipped data from variety of other data sources, such as Mn DNR and MnGeo.

3. Project Name:

Metro Geocoder Service Enhancements (*MetroGIS Framework Service*) (Activity A2b)

Amount requested

\$10,000

Summary

Hire programming consultant to accomplish the “Geocoder Extensions” listed below. Nancy Read, with Metropolitan Mosquito Control District, would serve as project manager. A RFP process may be needed for the parser functionality component.

Geocoder Extensions – Funding Request, 2010

The Metro Geocoder is one of the first examples of a MetroGIS project that delivers a working web service that involves processing on endorsed data sets, not just delivering data. It can be used as a basic part of fulfilling other potential web service projects, such as the Proximity Finder / Jurisdiction Finder. It can use the new Addressable Units data set as a data source, and could be used in conjunction with the Address Edit tool. It could easily be expanded to provide a statewide geocoding solution. It demonstrates the use of open source code for solution development.

There are a few things about the current Geocoder implementation that users have requested be revised to expand use:

1. Add a “universal search” parser front-end so user could send service a text string and it figures out which parts are street (or intersection or landmark), city, state, zip. Currently the end-user application has to be set up to enter parts separately. Example:

Mailing Address 1	<input type="text" value="11646 5th St Ne"/>
Mailing Address 2	<input type="text"/>
Mailing City	<input type="text"/>
Location City	<input type="text" value="Blaine"/>
Mailing State	<input type="text" value="Minnesota"/>
Mailing Zip	<input type="text" value="55434"/>

Users would like to be able to enter this in one string, similar to major online public geocoders.

2. Add return of a “standardized” address, possibly USPS
3. Add an easy batch interface – the State geocoder group now getting started (Mike Dolbow, Kent Treichel, Tim Zimmerman, John Wiersma) is particularly interested in a batch interface, but other metro users have also used the existing geocoder that way
4. More code/instructions/examples for using geocoder with ESRI products
5. The current PAGC geocoder code requires the underlying data to be delivered in shapefile format, which it then converts to Berkely DB for internal use. Some in the PAGC development community would like to convert how PAGC runs so that it can use data directly from sources such as Navteq or anything in SQLite. This would make it easier for us locally to package our current web service for setting up redundant sites, or to set up automatic updates of underlying data. The full proposal from the programmer to the PAGC development community is available at http://www.deadwrite.com/pagc_restructure.pdf

The original Geocoder group includes Jim Maxwell (TLG), Dave Bitner (MAC), Kent Treichel (MN Dept. of Revenue), Pete Olsen, Chris Cialek, and Jim Dickerson (LMIC), Bob Basques (City of St. Paul), Gordy Chinander (Metro Emergency Services Board), Mark Kotz (Metro Council), and Nancy Read (MMCD, project manager and contact for correspondence, nancread@mmcd.org, 651-643-8386). Additional participants for Landmarks: Matt McGuire (Metro Council), Ron Wencil (USGS). We plan to coordinate with the State Geocoder group (listed above) as well.

How funding would be used

Funding would be used to hire programming assistance

Benefit to MetroGIS community

A more responsive geocoding service that can be called up to support numerous stakeholder applications.

4. Project Name:

Develop Performance Measurement Methods/Metrics - Phase I (Activity B1)

Phase I – Make as much progress as possible in 2010

Amount requested

\$10,000 Estimated in 2010. Actual cost dependent upon results of RFP

Summary

In October 2009, the Policy Board adopted an updated Performance Measurement Plan. This plan provides guidance for development of actual metrics to measure progress toward accomplishing outcomes defined for MetroGIS's efforts. The results of the in-progress MetroGIS Quantify Public Value (QPV) study are expected to provide insight and information valuable to the development of metrics, hence, work on metrics development has been postponed until sufficient progress is made on the QPV study. The MetroGIS Staff Coordinator would serve as the project manager. A workgroup would oversee development of the RFP to retain a consultant assistance and oversee conduct of the project.

How funding would be used

Funding would be used to retain a consultant to work under the general direction of MetroGIS workgroup.

Benefit to MetroGIS community

One cannot manage what one cannot measure. MetroGIS cannot achieve its stated mission (enhance stakeholder operating capacity) unless its efforts are able to remain relevant to changing stakeholder needs. MetroGIS leadership cannot be sure that MetroGIS's efforts are relevant without a means to progress/impact. The purpose of this project is to provide these means.

5. Project Name:

Refresh and Expand Collaborative Functionality of MetroGIS Website (Activity B1)

Phase I – Needs Assessment and Design Specifications

Amount requested

\$12,000 Estimated. Actual cost dependent upon results of RFP

Summary

The design of the metrogis.org website was last modified in 2001. Redesign is needed to update the site's look and feel, improve functionality, restructure current content organization, expand its purpose to meet more user needs, and simplify content management. One goal of this organization is to incorporate Web 2.0 functionality so that MetroGIS partners can easily participate in shared project work tasks, discuss ideas, opinions and preferences without the need to physically attend a meeting. Another is to improve the manner in which the institutional memory is organized to expedite locating information about the range of MetroGIS activities, successes and initiatives. Tanya Mayer, with the Council GIS Unit, would serve as the technical project manager.

How funding would be used

Funding would be used to retain a consultant to work under the general direction of MetroGIS workgroup.

Benefit to MetroGIS community

If a clear understanding of shared geospatial needs must exist in order to ensure that MetroGIS is able to pursue timely collaborative solutions that are relevant to changing stakeholder needs.

ATTACHMENT A

MetroGIS 2010 Program Objectives (Recommended Revisions - June 2010)

(Objectives proceeded with "***" cannot be fully achieved without these additional resources).

Program Objective (Numbers intended to designate relative importance)	Priority	Status - Comments	<u>Estimated Non-Staff MetroGIS Expense</u>	Lead Responsibility
1. Sustain traditional "foster collaboration" support activities ^(a) .	Very High	<u>Ongoing</u> . Directive in the 2008-2011 Business Plan established this item as the top annual priority. Key to maintaining relevance to changing stakeholder needs.	N/A	Designated Custodians and Staff Coordinator
32. Execute a Next-Generation Street Centerline Data Access Agreement	Very High	<u>In process</u> . The current agreement will expire 12/31/10. A RFP is anticipated to be published by mid-summer.	N/A	Staff Coordinator
123. ** Pursue implementation of a more fully developed geographic data, applications and service broker, <u>including "explore methods for Enhancing Trust in reliability of shared services", as it is a requirement to achieve the former" (formerly Item 13).</u>	Very High	<u>In process</u> . A component of catalyzing cross-sector partnerships-- a top priority of the Policy Board leadership. Collaborating with MnGeo via joint workgroup. Geospatial Commons Test implementation in progress. <ul style="list-style-type: none"> • <u>Retain a programming consultant to create a clip, zip and ship function valuable to DataFinder</u> 	\$5,000	Technical Leadership Workgroup - Mark Kotz, Chair
13. ** Explore methods for Enhancing Trust in reliability of shared services-- (combined with old #12, new #3)	High	2009 objective postponed to 2010 per Policy Board decision on July 22, 2009. A requirement to accomplish Item 12.		Technical Leadership Workgroup-- Mark Kotz, Chair
4. **Implement a Regional Address Points Dataset and Web-Editing Application to assist smaller producers of address data participate in the regional solution.	Very High	<u>In process</u> . Application development anticipated to begin late spring 2010 via contract with Applied Geographics. Phase I contributions to actual regional dataset began spring 2010. Technical assistance/outreach plan to assist producers contribute data to be devised for 2011 implementation	1) <i>Prior funding</i> 2) \$10,000 <u>(premature for 2010)</u>	Address Workgroup - Mark Kotz/Nancy Read Co-project managers.
5. <u>Develop Quantify Public Value (QPV) methodology (Incorporates 2009 work plan task "Investigate impact of cost recovery on ability to achieve desired data sharing")</u>	Very High	<u>In process</u> . Key component to catalyzing cross-sector partnerships -- a top priority of Policy Board leadership. Study launched May 2010 with fed grant. Anticipated completion June 2011. Results expected to provide insight for Items 7, 10 and 11.	N/A	Staff Coordinator, Francis Harvey, and W4Sight, LLC

Program Objective (Numbers intended to designate relative importance)	Priority	Status - Comments	<u>Estimated Non-Staff MetroGIS Expense</u>	Lead Responsibility
<p>56. **Implementation solutions to shared technical geospatial (web service / applications) needs:</p> <p>a) Best Image Service (2009 funded project)</p> <p>b) Government Service Finder Prototype (2009 funded project)</p> <p>c) Host a Web Feature Services contest modeled after the Apps for Democracy contest hosted by Washington D.C.c) Part of 5c.</p> <p>d) **Populate metadata for GeoServices Finder, including creation of a template to promote standardization (Potential future component of the MN Geospatial Commons project - Item 3.)</p> <p>c) (See #3 - consolidated clip, zip and ship functionality)</p> <p>d) Geocoder Service Enhancements (MetroGIS Framework Service)</p>	<p>Very High</p> <p>Very High</p> <p>Very High</p> <p>Very High</p> <p>Very High</p> <p>Very High</p>	<p><u>Ongoing.</u> Pursuit of Regional GIS Projects is a key means to address research and development needs as well as demonstrate value to policy makers This generic objective is called out as a separate. In so doing, each of these projects plays a key role to accomplishing objectives vital accomplishing long-term sustainability.</p>	<p>Prior year funding</p> <p>Prior year funding</p> <p>\$18,500</p> <p>\$3,500</p> <p><i>(see Item 3)</i></p> <p>\$10,000</p>	<p>Project workgroups that proposed the projects with advice from the Technical Leadership Workgroup - Mark Kotz, Chair.</p>
<p>87. **Conduct second-generation shared information needs assessment. (Phase I: Retain contractor and imitate work on research design.)</p> <p><i>(Results of Quantify Public Value (QPV) study (#5) expected offer some insight.)</i></p>	<p>Very High</p>	<p><u>Not started.</u> Key component to catalyzing cross-sector partnerships. Identified in Business Plan to be conducted in conjunction with shared application needs assessment.</p> <p>In November 2008, a forum was hosted to identify shared application and service needs. Actionable results for several shared service needs but on progress on shared application opportunities.</p> <p>Complimenting this activity: Performance Measurement Plan calls for actions to understand and act on emerging needs and continually assess user satisfaction via surveys and peer review forums.</p>	<p>\$20,000</p> <p><i>(Phase I)</i></p>	<p>Staff Coordinator with advice from <u>consultant and TLW</u></p>
<p><u>8. Refresh and expand functionality of MetroGIS's organizational website (metrogis.org) to better support collaboration. (e.g., improve ease of access, support on-line collaborative document editing, add survey tools.) (Phase I -Needs Assessment and Design Requirements)</u></p>	<p>Very High</p>	<p><u>Defined as a need during the 2008-2011 Business Planning process. No substantive changes have been made to the architecture since 2001.</u></p>	<p>\$12,000</p>	<p><u>Staff Coordinator and Council GIS Unit support TBD</u></p>

Program Objective (Numbers intended to designate relative importance)	Priority	Status - Comments	<u>Estimated Non-Staff MetroGIS Expense</u>	Lead Responsibility
419. Investigate organizational/governance structure changes necessary to effectively address priority shared geospatial needs	Very High	<u>In process.</u> Related to exploring partnering opportunities with non-government interests. Also a high priority of the National Geospatial Advisory Committee (NGAC). MetroGIS's experience and needs were integrated into a white paper developed by the NGAC Governance Subcommittee and endorsed by the full NGAC on 12/2/09 and subsequently set as a 2010-2011 NGAC work priority	<u>N/A</u>	Staff Coordinator
710. Develop specific performance measure methods (measures of public value) to implement 2009 Performance Measurement Plan. Phase I Fall 2010 – Develop RFP, assuming sufficient progress on QPV study (Item 5) (Component of 2010 Quantify Public Value (QPV) study (#5).	Very High	<u>On hold for QVP Study:</u> Second phase of the Performance Measurement Plan update process accomplished in 2009. The Updated Plan calls for annual assessments of stakeholder satisfaction with MetroGIS's efforts via surveys. Coordinate performance measurement survey design with development of research method for 2 nd generation shared information needs evaluation (Item 8)	\$15,000 <u>10,000</u> <u>(Phase I)</u>	Staff Coordinator with supplemental professional services
STRETCH OBJECTIVES TIME AND RESOURCES PERMITTING				
611. 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. (Component of Quantify Public Value (QPV) study (#5).	Very High	<u>On hold for QVP Study.</u> Coordinate with surveys proposed for the next-generation Performance Measures (Item 11). Design 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”	<u>N/A</u> <u>(Coordinate with Item 10)</u>	Staff Coordinator with supplemental professional services to assist with defining the methods and materials.
		TOTAL	\$57,000	

Program Objective (Numbers intended to designate relative importance)	Priority	Status - Comments	<u>Estimated Non-Staff MetroGIS Expense</u>	Lead Responsibility
<p>212. Continue to seek addition of dedicated Technical Coordinator and technical administrative resources to the MetroGIS support team.</p> <p><u>(On Hold for Results of Quantify Public Value (QPV) study (#5) might offer some insight.)</u></p>	Very High	<p><u>In process</u> Key to maintaining relevance to changing stakeholder needs</p> <p>A. Continue to investigate options to secure this resource via contributions from multiple interests, once the results of the 2010 QPV study (Item #3) are available.</p> <p>B. In the absence of dedicated technical coordination resources:</p> <ol style="list-style-type: none"> 1) To the extent possible, the Technical Leadership Workgroup will continue to serve as a surrogate technical coordinator. 2) When possible, retain the services of a project/technical coordinator on a project-by-project basis. 	N/A	Staff Coordinator with advice from Technical Leadership Workgroup – Mark Kotz, Chair

⁽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 B

**Foundation Document
2010 MetroGIS Budget Refinements
(*Spring 2010*)**

(See Following Page)

		2010	2010
Main Activity	Sub-Activity	Approved (1/27/2010)	Recommended Revisions (6/2010)
Professional Services/Special Projects		\$55,500	\$57,000
	A. Identify and Implement Solutions to Specific Shared Information and Application Needs		
	— (1) Host Web Feature Services Contest (assumes other partners) —	\$15,000-	
	— (2) Populate Metadata for Geoservices Finder (<i>in conjunction with A1, above</i>) —	\$3,500-	
	— (3) Technical Assistance/Outreach to Populate Regional Address Points Dataset — (<i>Postpone to 2011</i>)	\$10,000-	
	(1) Conduct Second -Generation Shared Information Needs Analysis / Ensure Stakeholder Needs are Understood (<i>Phase I</i>)	Part of B(1) old	\$20,000
	(2) Regional GIS Projects:		
	(a) Consolidated clip, zip and ship tool Geospatial Commons/ DataFinder		\$5,000
	(b) Geocoder Enhancements		\$10,000
	B. Organizational Development and Communication Projects		
	(1) Develop Performance Measurement Methods to Implement New Plan Adopted 2009 (<i>Phase I - Design</i>)	\$15,000-	\$10,000
	(2) Refresh and Expand collaborative functionality of MetroGIS web site (<i>Phase I - Design</i>)		\$12,000
	— (2) Develop a Plan to Address Known Risks and Obstacles to Sharing (e.g., Security, Licensing, Budgets, etc.) ⁽ⁱⁱⁱ⁾	\$7,000-	\$0
	— (3) Develop new Communications/Outreach Plan-	\$3,000-	\$0
	— (4) Design New Outreach Materials ^(iv)	\$2,000-	\$0
	— (5) Leadership Development Plan (<i>based upon 10 key elements defined in 2008</i>)	(iv)	(iv)
	C. Technical Coordinator Outsource Contract (assumes other partners 3+/- year pilot)	TBD ^(v)	\$0
Data Access/Sharing Agreements	Regional Parcel Data Sharing Agreement (contract payments to counties per 2009-2011 agreement)	\$28,000	\$28,000
Outreach		\$2,100	\$600
	Printing Outreach Materials (e.g., Information Brochure) <i>Item B(4) must precede.</i> ^(vi)	\$500-	\$0
	Advocacy/Networking Mileage (200 m/mo x \$.48/mile = \$1,152) ^{(vii) (viii)}	\$1,200-	\$500
	Annual Report/Informational Brochure (see above)		
	• Postage – 800 postcards (\$0.30=\$240) in addition to 1500+ via email)	\$300-	\$50
	• Minimal for other communications	\$100-	\$50
Misc Office		\$400	\$400
	Website Domain registration (www.metrogis and www.datafinder - \$32/ea)	\$64	\$64
	Specialty Team/Forum Support Materials	\$336	\$336
	TOTAL NON-STAFF PROJECT FUNDS	\$86,000	\$86,000
NOTES:			
⁽ⁱ⁾ Develop/update of outreach materials to follow Outreach Plan Update project. See Item B(3).			
⁽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) If sufficient budgeted funds remain uncommitted as of the October Policy Board meeting pursue an out source contract			
^(v) TBD. Needs to be proceeded by agreement on a organizational structure that permits sharing of ongoing administrative costs and if other sources of funding are determined to be potentially available, decide how much of MetroGIS's funds should be redirected.			
^(vi) Rely on limited on-demand printing for handouts. Otherwise distribution of PDFs via Internet			
^(vii) Travel by participants is paid by the participant's organization			
^(viii) 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, Staff Coordinator (651-602-1638)
SUBJECT: 2011 MetroGIS Work Plan – Preliminary Comment
DATE: June 3, 2010
(For Jun 17th mtg.)

REQUEST

A preliminary listing of program objectives for 2011 is presented in Attachments A. Comment is requested from the Committee as to any:

- 1) Projects that should be added
- 2) Projects that should be modified
- 3) Changes in the relative priority for projects that are in process
- 4) Project objectives which are not clear
- 5) Interest in serving a project manager for each of three candidate projects that possess promise to demonstrate benefit to policy makers.

Once this general information is provided, a survey is proposed to give each member an opportunity to further comment, in particular on the priority that should be given to the ten TBD programming options. The results will be used to develop a 2011 work plan and budget for consideration by the Committee at its September meeting.

MAJOR ASSUMPTIONS

- The Metropolitan Council's 2011 budget will provide funding for MetroGIS of not less than provided for 2010 (\$86,000 for non-staff expenses).
- 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 several application related priority objectives while efforts are in play to secure a dedicated Technical Coordinator.
- Agreed-upon roles and responsibilities for support of MetroGIS endorsed regional solutions, which have been accepted by stakeholder organizations, continue to be performed in accordance with expectations. These roles and the organizations that support them are presented in Attachment B.
- Representatives from key stakeholder organization will continue to actively participate in MetroGIS's efforts to define and implement sustainable solutions to shared geospatial needs.
- An agreement will be executed between the Metropolitan Council and a qualified data provider authorizing access to street centerline data beyond 2010 consistent with requirements of the current agreement.

THEMES FOR 2011 PROJECTS/ACTIVITIES

A. Unresolved Key Needs Defined in Business Plan: Some 30 program objectives were identified in the 2008-2011 MetroGIS Business Plan. They are listed in Attachment B and are sorted by the eight major activity areas defined in the Plan and by relative priority within each activity area. The preliminary 2010 work plan (Attachment A) includes projects that tie back to these 30 objectives.

Although important accomplishments have been achieved over the past three years, substantive progress remains elusive for three of the highest-priority objectives defined in the Business plan:

- Defining Shared Application Needs,
- Accomplishing Partnerships with Non-Government Interests,
- Securing Adequate Technical Coordination Capacity.

As 2011 is the final year for the current Business Plan timeframe, a focus on projects that target these long-standing, high priority objectives is suggested. Remaining relevant to changing stakeholder needs, a higher order goal of the three above-cited objectives, will not be possible unless sufficient support resources are captured. Capture of such resources is not possible unless the value of collaborative solutions to shared geospatial needs is clearly understood by executives and policy makers.

- B. Defining Benefits/Public Value Created: A compelling case needs to be made to realize sustained resource contributions from multiple sources. The MetroGIS [Quantify Public Value \(QPV\) Study](#) (Agenda Item 5b) was pursued to address this need, specifically to develop a means to measure public value created via the MetroGIS geospatial commons (spatial data infrastructure).

The study got underway in mid-May and is anticipated to be complete by June 2011. The goal is to develop a trusted, replicable prototype “QPV” methodology. The scope is limited to parcel data and Hennepin County given the relatively small budget. If successful, the model is expected to provide insight important to development of an effective performance measurement program for MetroGIS’s efforts as well as provide important insight needed to define benefits associate with support of the “fostering collaboration function”; the means by which regional solutions to shared geospatial needs are accomplished. Defining this benefit is a requirement to expanding support of this function beyond the Metropolitan Council, a need that has been recognized for some time by the Policy Board and understood to be vital to long-term stability of this function. More will be known by fall 2010 whether the study will yield the desired methodology. The results are expected to provide insight that is important to several other important program objectives

- C. Focus on Objectives That Underpinned The Cancelled Geo Applications Innovations Competition:

In the course of revising the 2010 work plan (Agenda Item 5c), the Policy Board asked the Committee to identify a project(s) aligned with the four objectives as that underpinned the cancelled Geo Applications Innovations Competition (see Reference Section). This direction is also sound reasoning for development of the 2011 work plan, in particular, the “demonstrate value to policy makers” and “catalyze partnership” objectives. The following three prospective projects are offered for consideration in this light. A synopsis of about each is provided in the Reference Section. Designation of a project manager is needed to proceed beyond the concept presented in the Reference Section.

- Place-based Budgeting Web Application
- Emergency Preparedness Structures Web Application
- Geospatially Enabling Community Collaboration (GECCo Initiative)

RECOMMENDATION

In preparation for an online preference survey, Committee members are encouraged to comment on the preliminary 2011 work plan information provide in Attachment A as follows:

- 1) Identify any desired projects that are missing
- 2) Offer preferences for changes in relative priority for projects that are in process.
- 3) Ask questions, as needed, to ensure understanding of the project options.
- 4) Comment on whether the three projects ideas in Section C warrant further consideration and, if so, identify prospective candidates to serve as the project manager.

REFERENCE SECTION

GOALS THAT UNDERPINNED THE CANCELLED GEO APPLICATIONS INNOVATIONS COMPETITION

The following four goals underpinned MetroGIS's decision to host of the Geo Applications Innovations Competition. The sources of these goals are the 2008-2011 MetroGIS Business Plan (*organizational goals – OG*) and a workshop hosted by MetroGIS in November 2008 to define shared service needs (*project goals – PG*) [order of listing is not intended to imply relative importance]:

- Catalyze Partnerships with Public-Private / Non-Traditional Users (OG): By catalyzing application development, organizational partnerships, which are important to addressing shared information needs, might also be identified. MetroGIS leadership has defined a goal of catalyzing partnerships that involve multiple sectors and non-traditional users to address shared information. It was hoped that the proposed competition could accomplish the identification of opportunities to act on this goal.
- Demonstrate the Value of Web Services/Applications to Policy Makers (OG): Assist decision makers better understand the value to their business operations that can be realized using web services and / or applications supported by web services when standardized across multiple jurisdictions.
- Expand Publishing of Web Services (PG): An incentive is needed to encourage data owners to publish their data as web services. The thought is that making their services available would lead to development of applications that would be recognized by the data owners as a low risk-high reward means to explore the potential of creating value important to them via publishing services.
- Implement Geospatial Commons (PG): The competition was expected to expedite in-progress work to stand up the infrastructure needed to centralize publishing and finding web services. This proposed infrastructure is now called the Geospatial Commons. MnGeo and MetroGIS were collaborating on this need before the competition idea was conceived. Significant progress has been made towards this end. Regardless of the fate of the competition, this important work should continue to be supported and will facilitate the sharing of data and web services long term.

CANDIDATE 2011 REGIONAL GIS (TECHNICAL) PROJECTS

Each of the following candidate projects aligns with one or more the four goals that underpinned the Now Cancelled Geo Applications Innovations Competition (see Context Section on the front page):

- 1) Place-based Budgeting Web Application: The idea that the MetroGIS community be considered as a testbed option was conceived by the Staff Coordinator during a NGAC discussion on March 25. This idea was shared with Hennepin County Commissioner Johnson at the NGAC meeting before offering the Twin Cities as candidate testbed location. At the March 31 meeting of the MGAC, staff learned of a similar interest of David Arbeit, state GIO. This type of application functionality has resonated well among policy makers that it has been shared with and acts on a current administration priority.
- 2) Emergency Preparedness Structures Web Application: The Emergency Management Preparedness Workgroup oversaw the prototyping via a federal grant of a web-based application that utilizes “crowd sourcing” and web services to populate the locations of and various descriptors (attributes) for hospitals, fire stations, medical clinics, and schools. This proposal would seek to move from prototype to operational application for the Twin Cities.
- 3) Geospatially Enabling Community Collaboration (GECCo) initiative of GITA (Geographic Information and Technology Association). The Staff Coordinator learned of this initiative (see Attachment D) while attending the March NGAC meeting. It appears to be well aligned with MetroGIS's goal to catalyze public-private partnerships. As of this writing, conversations were in progress with GITA leadership to learn more about how MetroGIS might leverage this initiative.
- 4) Test implementation of the MN Geospatial Commons: The MnGeo/MetroGIS “Commons” Workgroup has the CIO's of 3 large agencies and the state GIO signed on to this project. One risk is that draft project plan relies on a large amount of volunteer labor for the implementation team. Some seed money to jump start the installation and configuring of the ESRI software by a consultant could go a **long** way to fast tracking this project and getting something real implemented by GIS/LIS conference this fall. The state broker/portal/commons idea has been a standing priority of MetroGIS (see Activities 6 in the work plan in Attachment A) and MnGeo. If timing is indeed “everything”, knowing that this project has a committed workgroup, project manager and executive sponsors gives it a very high chance of success. The Commons workgroup is working on a proposal that would provide the most bang for the buck related to the MN Geospatial Commons test implementation.

ATTACHMENT A

MetroGIS 2011 Program Objectives (Preliminary for Comment)

*(Objectives preceded with "***" cannot be fully achieved without these additional resources).*

Proposed Objective (Numbers intended to designate relative importance)	Priority	Status – Comments June 2010	Estimated Non-Staff Cost (MetroGIS)	Lead Responsibility
1. Sustain traditional "foster collaboration" support activities ^(a) .	Very High	<u>Ongoing.</u> Directive in the 2008-2011 Business Plan established this item as the top annual priority. Key to maintaining relevance to changing stakeholder needs	N/A	Designated Custodians and Staff Coordinator
2. **Implement solutions to shared technical geospatial (web service/ application) needs: a) Complete Best Image Service (<i>funded 2009</i>) b) Complete Government Service Finder Prototype (<i>funded 2009</i>) c) ??Place-based Budgeting Web Application d) ??Emergency Preparedness Structures Web Application	Very High Very High TBD TBD	Pursuit of Regional GIS Projects is a key means to address research and development needs as well as demonstrate value to policy makers. This generic objective is called out as a separate. In so doing, each of these projects plays a key role to accomplishing objectives vital to accomplishing long-term sustainability.	Prior year Prior year TBD TBD	Project workgroups with advice from the Technical Leadership Workgroup
3. Complete Quantify Public Value (QPV) study and methodology development. <i>(Incorporates task in 2009 work plan "Investigate impact of cost recovery on ability to achieve desired data sharing")</i>	Very High	<u>Project in process.</u> Key component to catalyzing cross-sector partnerships required to sustain support. Federally funded study launched May 2010. Anticipated completion June 2011. Results expected to provide insight for Items 5, 6 and 12.	\$5,000 <i>(Contingency to address currently unrecognized opportunities)</i>	Staff Coordinator, Francis Harvey, and W4Sight, LLC
4. Continue to seek addition of dedicated Technical Coordinator and related technical administrative resources to the MetroGIS support team. <i>(On hold for results of QPV Study results are available, which is anticipated June 2011)</i>	Very High	<u>On Hold.</u> Key to maintaining relevance to changing stakeholder needs A. Continue to investigate options to secure this resource via contributions from multiple interests, once the results of the 2010 QPV study (Item #3) are available. B. In the absence of dedicated technical coordination resources: 1) To the extent possible, the Technical Leadership Workgroup will continue to serve as a surrogate technical coordinator. 2) When possible, retain the services of a project/technical coordinator on a project-by-project basis.	N/A	Staff Coordinator with advice from Technical Leadership Workgroup – Mark Kotz, Chair

Proposed Objective (Numbers intended to designate relative importance)	Priority	Status – Comments June 2010	Estimated Non-Staff Cost (MetroGIS)	Lead Responsibility
5. Develop specific performance measure methods (measures of public value) to implement 2009 Performance Measurement Plan <i>(Substantive progress needed on QPV study (Item #3) to complete this project, results need to be integrated)</i>	Very High	Key component to defining value and sustaining support commitments. This project is the second phase of the Performance Measurement Plan update process accomplished in 2009. The Updated PM Plan calls for annual assessments of stakeholder satisfaction with MetroGIS's efforts via surveys. Consider coordinating performance measurement survey design with research method for second generation shared information needs evaluation (Item 9)	\$10,000 <i>(Assumes Phase 1 initiated in 2010)</i> <i>Actual dependent on RFP</i>	Staff Coordinator in conjunction with supplemental professional services
6. **Complete second-generation shared information needs assessment. (Integrate with results of QPV study (Item #4) and follow-on QPV Item 3)	Very High	Key component to catalyzing cross-sector partnerships. Identified in the Business Plan as an objective to be conducted in conjunction with shared application needs assessment (Item "d". Section I of the Business Plan" The emphasis placed on actions to understand and act on emerging needs called for in the Updated Performance Measurement Plan complements this objective, as is the call to continually assess user satisfaction via surveys and peer review forums.	\$15,000 <i>(Assumes Phase 1 initiated in 2010)</i> <i>Actual dependent on RFP</i>	Staff Coordinator with advice from the TLW and professional services consultant
7. **Develop/populate the Regional Address Points Dataset and oversee the data population process to resolve issues as they occur.	Very High	<u>Project in process.</u> Key deliverable to engage cities, utilities, and emergency management interests. <ul style="list-style-type: none"> • Provide technical assistance to aid producers contribute address point data • Make presentations at county user group meetings, conferences, etc. and sponsor workshops to encourage participation/ contributions 	\$5,000	Address Workgroup - Mark Kotz/Nancy Read, Co-project managers.
8. **Implement a more fully developed geographic data, applications and service broker (MN Geospatial Commons). This item includes "explore methods for Enhancing Trust in reliability of shared services", as it is a requirement to achieve the former.	Very High	A component of catalyzing cross-sector partnerships– a top priority of the Policy Board leadership. Collaborating with MnGeo via joint workgroup. <ul style="list-style-type: none"> • Partner for test implementation project 	Up to \$5,000??	Technical Leadership Workgroup - Mark Kotz, Chair

Proposed Objective (Numbers intended to designate relative importance)	Priority	Status – Comments June 2010	Estimated Non-Staff Cost (MetroGIS)	Lead Responsibility
9. Investigate organizational/governance structure changes necessary to effectively address priority shared geospatial needs	Very High	Key to establishing and sustaining cross sector (non-government) partnerships. Also a high priority of the National Geospatial Advisory Committee (NGAC). MetroGIS's experience and needs were integrated into a white paper developed by the NGAC Governance Subcommittee, endorsed by the full NGAC on 12/2/09, and subsequently set as a 2010-2011 NGAC work priority.	\$5,000??	Staff Coordinator and professional services consultant
10. Streamline Data Access for Emergency Responders	TBD	Key component to catalyzing cross-sector partnerships. Explore leveraging GITA's GEOCo Initiative to accomplish.	Partner up to \$5,000?	Partner with MnGeo Emergency Management Workgroup
		<u>TOTAL</u>	\$TBD	
<i>STRETCH OBJECTIVES TIME AND RESOURCES PERMITTING</i>				
11. Refresh and expand functionality of MetroGIS's organizational website (metrogis.org) to better support collaboration. (e.g., improve ease of access, support on-line collaborative document editing, add survey tools.)	TBD	Implementation Phase. Defined as a need during the 2008-2011 Business Planning process. No substantive changes have been made to the architecture since 2001.	TBD (If funding not committed to higher priorities)	Staff Coordinator and Council GIS Unit support TBD
12. 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. Leverage and integrate results of QPV study (Item #3)	TBD	Coordinate with surveys proposed for the next-generation Performance Metrics and Next Generation Information Needs Assessment. Design 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"	\$10,000??	Staff Coordinator in conjunction with supplemental professional services to assist with defining the methods and materials.
13. Apply QPV methodology to MetroGIS's "foster collaboration" function and/or other endorsed regional solutions to shared geospatial needs	TBD	Important to demonstrating public value created/benefits a key component to sustaining/ growing support. Assumes Item #5 is successful	TBD? (If other priorities do not materialize)	Staff Coordinator and professional services consultant.
14. Initiate updating of the MetroGIS Outreach Plan to emphasize ways to identify opportunities and ensure stakeholder awareness of regional datasets, DataFinder, pending solutions related to shared application needs	TBD	Need identified by Policy Board Chair Spr. 2009. Dependent upon securing the planned Supplemental Professional Services Contractor (Postponed to 2011 due to procurement issues and support requirements for higher priority projects.)		Staff Coordinator in conjunction with supplemental professional services

Proposed Objective (Numbers intended to designate relative importance)	Priority	Status – Comments June 2010	Estimated Non-Staff Cost (MetroGIS)	Lead Responsibility
15. 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.	TBD	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.		Staff Coordinator in conjunction with supplemental professional services
16. **Explore Geospatial Marketplace – (Collaboration Registry/Portal)	TBD	The TAT considered this idea on April 17, 2008 and did believe it to be a good use of resources, given other higher priorities.		
17. **Establish and leverage working relationships with jurisdictions adjoining the Twin Cities metropolitan area to improve data interoperability with those jurisdictions	TBD	<u>Carry over.</u> 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		Staff Coordinator in conjunction with advice from Technical Leadership Workgroup
18. Expand Outreach Plan to include a marketing component	Premature	Policy Board directive July 2007 distinguishes marketing from outreach. Postpone until Outreach Plan updated (Item 14)		
19. **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	Premature	<u>Postpone until Performance Metrics surveys are complete.</u> 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. Also dependent upon securing a qualified Supplemental Professional Services Contractor.		Staff Coordinator in conjunction with supplemental professional services
20. **Populate metadata for GeoServices Finder, including creation of a template to promote standardization.	Premature	<u>Postpone</u> until Mn Geospatial Commons is closer to operational. Decide if this should be a MnGeo responsibility		???
21. **Conduct Peer Review Forums for endorsed regional solutions to shared information needs	Premature	<u>Postpone</u> until after the second generation needs are known: Dependent upon availability of supplemental technical and administrative support. Should be coordinated with Item #4 and surveys associated with performance metrics (Item # 7.		

Proposed Objective (Numbers intended to designate relative importance)	Priority	Status – Comments June 2010	Estimated Non-Staff Cost (MetroGIS)	Lead Responsibility
22. **Make substantive progress to achieve vision for next generation (E911-compatible) Street Centerline Dataset	Premature	<u>Postpone</u> until Peer Review Forum hosted for Street Centerline Dataset that is the subject of the agreement to go into effect January 1, 2011		
23. **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)	Premature	Postpone until the Geospatial Commons (portal) project is complete. 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.		
24. **Create a forum for visioning, coordinating, finding, and funding technical resources for the development and testing of applications and web services.	Premature	Premature use of limited resources until work completed to identify priorities for shared application needs. Potentially a component of MnGeo Geospatial Commons initiative.		

(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 B

ACCEPTED CUSTODIAL RESPONSIBILITIES METROGIS ENDORSED SOLUTIONS TO SHARED GEOSPATIAL NEEDS

(Last Updated: May 18, 2010)

Established Partnerships	Summary of Collaborative Roles
<i>11 organizations have assumed a total of 24 roles in support of endorsed regional solutions to shared geospatial related needs of the community</i>	(Bundling Operational Capacity Across Organizations to Address Shared Priority Needs)
I. Fostering Collaboration	
Primary Sponsor – Metropolitan Council Foster Collaborative Environment (<i>regional solutions to shared geospatial needs</i>)	Facilitate collaborative decision-making structure; including business planning, performance measures monitoring and reporting, needs assessments, and agreements, as well as outreach and advocacy efforts to encourage use of and feedback about adopted regional solutions and best practices. (For details see Section 1.3.2 – www.metrogis.org/about/business_planning/bplan_0305.pdf)
II. Regional Data Solutions	
(2 roles) County: Anoka (Parcels, County/MCD Boundaries)	Produce and maintain parcel data in consistent format. Submit quarterly updates to regional custodian (Council) in regional format. (For detailed roles see www.metrogis.org/data/datasets/parcels/history_pub/policy_sumv2.0.pdf)
(2 roles) County: Carver (Parcels, County/MCD Boundaries)	Produce and maintain boundary data, submit quarterly updates to regional custodian (Council) in regional format. (For detailed roles see www.metrogis.org/data/datasets/county_mcd/policy_summary.pdf)
(2 roles) County: Dakota (Parcels, County/MCD Boundaries)	(All seven counties have agreed to assume responsibility for the same roles and responsibilities concerning the region parcel and city/county boundaries datasets. Their combined level of support was estimated in 2007 to involve 20+ FTE . This effort includes surveyors, assessors, and GIS staff.)
(2 roles) County: Hennepin (Parcels, County/MCD Boundaries)	
(2 roles) County: Ramsey (Parcels, County/MCD Boundaries)	
(2 roles) County: Scott (Parcels, County/MCD Boundaries)	
(2 roles) County: Washington (Parcels, County/MCD Boundaries)	
	(Counties use these data to manage property-related records and to support their tax collection responsibilities.)

(1 role) DNR - Land Cover	Manage regional database and collaborative process to acquire land cover data compatible with agreed upon data content standards. DNR uses this database to support a number of its metro area natural resources and wildlife management programs. Annual support is about .5 FTE . (For detailed roles see www.metrogis.org/data/datasets/land_cover/policy_summary.pdf)
(1 role) University of Minnesota Population Center (Socioeconomic Characteristics)	Manage content of Socioeconomic Resources Website at www.datafinder.org/mg/socioeconomic_resources/index.asp . Annual support is about .2 FTE . (For detailed roles www.metrogis.org/data/info_needs/socioeconomic_characteristics/policy_summary.pdf)
(5 roles) Metropolitan Council	
⇒ Census Geography data	Produce census geography data at time of decennial census that align with other locally produced foundation geospatial data. (For detailed roles see www.metrogis.org/data/datasets/census/policy_summary.pdf)
⇒ County/MCD Boundary data	Assemble boundary data produced by counties into regional dataset. (See County Boundaries above for the specific roles)
⇒ Planned Land Use data	Develop and manage regional dataset. (For detailed roles see www.metrogis.org/data/datasets/planned_land_use/policy_summary.pdf)
⇒ Parcel data	Assemble parcel data produced by counties into regional dataset. (See County Parcels above for the specific roles.)
⇒ Street Centerline data	Contract with The Lawrence Group to maintain data to desired specifics. (For detailed roles see www.metrogis.org/data/datasets/street_centerlines/roles_respon_specs.pdf)
III.--Regional Web Services and Applications	
(1 role) – Metropolitan Council Host DataFinder Application (one-stop data discovery and distribution portal)	Maintain hardware and software platform for DataFinder and DataFinder Café and maintain currency of metadata posted on DataFinder. (For details see Section 1.3.2 - www.metrogis.org/about/business_planning/bplan_0305.pdf)
(1 role) – MnGeo Host Geocoder Service	Maintain hardware and software platform required to host the regional Geocoder service. (For details see – <i>adoption of the regional policy statement anticipated July 2010</i>)
(1 role) – MnGeo Host GeoServices Finder	Maintain hardware and software platform required to host GeoServices Finder. (For details see – <i>adoption of the regional policy statement anticipated Oct 2010</i>)
(Total of 25 roles supported by 11 different organizations)	

ATTACHMENT C

Approved 2008 and 2009 Work Program Priorities (Appendix in 2008-2011 Business Plan) *Sorted by Major Activity Area*

Notes: Work on a project in one activity area often achieves objectives in another area as well.

Work Program Item (## added 9/12/07 by Coordinating Committee.)	Overall Rank	Suggested Program Year	Requires Additional Technical Support	Status June 2010
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		Completed.
b. Execute Street Centerline Agreement. Current agreement expires 12/09. <i>(Also Areas 3 and 6)</i>	2	2009		Completed
c. Adopt Best Practices to Provide View-Only Access to Licensed Data Via Applications <i>(Also Area 6)</i>	5	2008*		Completed
d. Conduct second generation identification of shared information needs (Related to Activity 2a - Shared Application Need Assessment).	6	2009	X	No progress – Proposed for Revised 2010 Workplan
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	Partially addressed with Ib. A workgroup also defined a high-level strategy for improvements which was forwarded to MnGeo for statewide action
f. Decide next steps for emergency preparedness regional solution. <i>(Also Area 6)</i>	9	2009	X	Combined with MnGeo efforts - Also 2011 project proposal to partner with GITA to use their GECCo program to refine relationships/opportunities
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 process: Web editing application contract was not able to be let until May 2010. Policy Board approval of a Phase I database development plan authorized April 2010

h. Achieve regional solution for jurisdictional boundaries such as school districts and water management organizations.	20	2009		No progress – Need to secure regional custodian commitments.
i. Investigate partnering opportunities with non-government Interests. (<i>Also Areas: 2, 3, and 7</i>)	28	2008	X	Some progress. <i>Set as the top priority in 2007</i> Defining shared web services in 2008 resulted in implementation of valuable services but no partnering. Effort to foster partnering via hosting of a Geo Applications Innovations Competition failed to attract required funding partners. A focus of MetroGIS’s 2010 “Measuring Benefits of Geospatial Commons” study.
Conduct Peer Review Forums. Candidates include: Parcels, Existing Land Use, Socioeconomic Web Resources Page, Hydrology and Street Centerlines.	32	2009+	X	None hosted since Business Plan adopted in 2007. .
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. (<i>Also Area 8</i>)	N/A	Begin 2007 2008	X	Some progress. <i>This was the highest priority next step when the Business Plan was adopted in Oct 2007.</i> Economic slowdown resulted in a hiring freeze. Investigation of partnered funding for new hire also failed as no defined deliverable. Created Technical Leadership Workgroup (TLW) as a temporary surrogate and increased outsourcing overseen by (TLW). 2010 “Measuring Benefits of Geospatial Commons” is viewed as a means to define benefit needed to justify investments.
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	Premature awaiting defining of shared applications. <i>This is a top priority in moving toward an expanded scope.</i>
b. Apply lessons learned from Geocoding Pilot Project.	10	2008*		Completed. Several improvements to original application implemented
c. Implement ApplicationFinder. (<i>Also Area 6</i>)	11	2008	X	Some progress with implementation of GeoServices Finder. Joint MetroGIS/MnGeo workgroup (MN Geospatial Commons) also in progress
d. Pursue web-based “message board” to facilitate partnering on shared application needs.	16	2008?	X	Premature: To be pursued 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	Ongoing. Informal communication as the opportunity arises.
b. Advocate for MetroGIS's efforts in development of statewide geospatial polices.	14	Ongoing		Satisfied. MetroGIS is well represented on MGAC and MnGeo workgroups.
c. Develop a management and support plan for DataFinder which incorporates tactics suggested in this Business Plan. (Also Area 6)	24	2009	X	Not started. Implement after Activities 8f and 8g.
d. Investigate enhancements to DataFinder. (Also Area 6)	30	2009?	X	In process. Component of MN Geospatial Commons project. Full compliance premature until 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	No action. Work on as specific data models are considered. Related to 2010 MetroGIS study - Measuring Public Value of Geospatial Commons"
f. Investigate impact of cost recovery policies on the ability to achieve desired data sharing. (Also Areas 1 and 6)	34	?		In process - Focus of 2010 MetroGIS study - Measuring Public Value of Geospatial Commons" The Board asked to address 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?		No action. Need to decide purpose of forums
b. Leverage electronic tools.	12	Ongoing		As opportunity arises. 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		No progress. Added on 9/12/07. The Coordinating Committee concluded the existing Outreach Plan should be updated. No progress due to need to dedicate resources to higher priority projects.
b. Develop briefing materials to support leaders' advocacy for benefits of collaboration among their peers. <i>(Also Area 6)</i>	17	2009		Remains premature: Implement after shared application role is defined.
c. Expand MetroGIS Outreach Plan to include a marketing component and begin implementation. <i>(Also Area 6)</i>	33	2009		No progress. 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. <i>See III.a "Working relationships with adjoining jurisdictions."</i>				Expands relationships beyond metropolitan area
b. <i>See If "Next steps for emergency preparedness solution."</i>				Expands types of users
c. <i>See I.g "Addresses of Occupiable Units."</i>				Expands types of users, in particular with cities
d. <i>III.e "Geospatial Marketplace"</i>				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. <i>(Also Area 6)</i>	15	Ongoing		No action. Implement as opportunities arise.
b. Update Performance Measurement Plan (e.g., measures of public value) to align with Business Plan.	21	2008		Completed Phase I. Phase II on hold for results of MetroGIS's 2010 "Measure Benefits of Geospatial Commons Study" Proposed as 2011 project
c. Investigate creation of a partnership, or joint powers body, to expedite cost sharing on shared data acquisitions, applications, etc. <i>(Also Area 6)</i>	25	2009	X?	In process. Staff Coordinator is a member of NGAC Subcommittee tasked with recommending options. Objective - Seeks to streamline management and spending of funds (contracting and intellectual property rights) when multiple organizations are involved.
d. Foster community-focused philosophy regarding GIS return on investment	26	Ongoing		In process. MetroGIS's 2010 "Measure Benefits of Geospatial Commons Study" and related Phase II performance measures project.

VIII. Optimize MetroGIS Governance and Organizational Structure

. ##Ensure accomplishments are maintained while continuing support of foundation activities for traditional “foster collaboration” function. ⁽²⁾	N/A	Ongoing		Called out as top annual work objectives priority. 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	Minimal progress. <i>Highest Priority Next Step expectation 2007</i> See Section II.
c. Develop a Leadership Succession Plan and ensure adequate support.	18	Begin 2007 2008		Phase I completed. No progress on Phase II.
d. Update operating guidelines to align with this Plan.	19	2009		Premature. 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?	Completed Phase I. Phase II on hold for results of MetroGIS’s 2010 “Measure Benefits of Geospatial Commons Study”
f. Evaluate stakeholder participation relative to needs to achieve current regional objectives.	22	2009	X	Indirect progress. Related to MetroGIS’s 2010 “Measure Benefits of Geospatial Commons Study”. This is also a component of Activities 8g, 8h, and 8i.
g. Conduct Participant Satisfaction Survey.	23	2009		Indirect progress. Related to MetroGIS’s 2010 “Measure Benefits of Geospatial Commons Study”. No other progress awaiting progress on "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		Ongoing. Formal endorsement was not expected, rather indirectly via renewal of agreements.
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)		Premature. Awaiting 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.

⁽²⁾ The referenced on-going “foster collaboration” functions are listed in Attachment A:

ATTACHMENT D

Geospatially Enabling Community Collaboration: The GECCo Initiative

“...reduce and/or eliminate the vulnerability of the infrastructures of society’s complex technology systems that increase the difficulty for attacks on U.S. systems..”



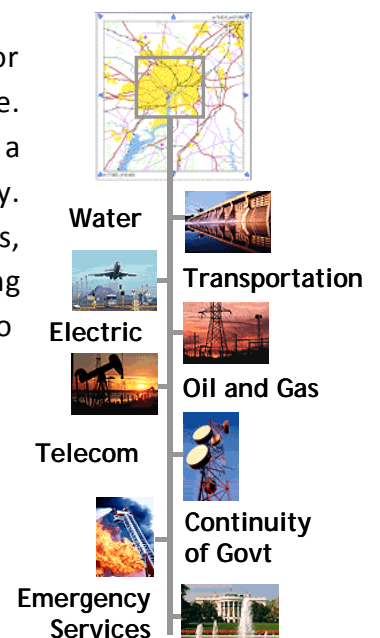
Excerpt, Homeland Security Presidential Directive 7

No matter the root cause of an emergency – terrorism, natural occurrences, or unintentional human error – the methods of preparing for, preventing, responding to, mitigating, and recovering from crisis are based on a common approach: the coordinated use of geospatial information to provide a common, spatially-based operational picture (map). This cannot happen without the many mutually dependent agencies and

public and private organizations charged with protecting our nation’s citizens and infrastructure being able to efficiently and effectively share their geospatial data. GITA’s GECCo initiative was developed to address the obstacles that need to be overcome before this can happen.

Purpose of the GECCo Initiative

Critical infrastructure is vital to a community that depends on it for economic security, quality of life, delivery of service, and governance. Disruption of one or more critical infrastructure assets would have a profound negative effect on all sectors within that community. Recognizing the importance of our infrastructure interdependencies, GITA began an initiative in 2004 called “Geospatially Enabling Community Collaboration,” or GECCo. The purpose of GECCo workshops is to facilitate an interactive dialogue at the local level among community infrastructure stakeholders to begin to address collaboration and information exchange issues that inhibit effective response and recovery in times of emergency. The workshops employ an interactive, cooperative approach to enhance existing security-



related efforts and enable community stakeholders to develop a framework by which public and private organizations can better collaborate in order to protect critical infrastructure. This framework includes intra- and inter-organizational collaboration and coordination, effective practices and guidelines, information access and exchange, interoperability and enterprise architecture, and data and technology requirements.

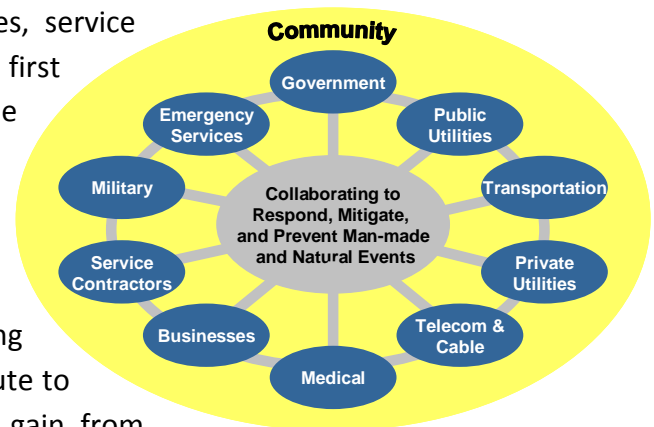
The outcome of each local or regional GECCo workshop is designed to enhance existing security-related efforts and enable community stakeholders to develop a framework so public and private organizations can better collaborate in order to protect critical infrastructure more effectively.

Results to Date

GECCo workshops have been held successfully in Honolulu, HI, Denver, CO, Western New York State, Seattle, WA, Tampa, FL, and Phoenix, AZ. The two-day sessions have attracted an average of 45 representatives of local area utilities, local, state and federal government agencies, military units, first responders, and other user organizations. In each case, workshop participants gained valuable insight by identifying and discussing barriers to collaboration and how to overcome them, opportunities for sharing data, and defining keys to successful collaboration among local and regional organizations. In several cases following a GECCo, a local working group was established to continue to identify better ways to cooperate to provide for community infrastructure security. More recently, as part of an effort to integrate the GECCo program with national efforts, emphasis is being placed on ongoing federal directives and programs, such as the protected Critical Infrastructure program (PCII), the Homeland Infrastructure Foundation-Level Data (HiFLD) program, and the Homeland Security Infrastructure Program (HSIP).

Community Collaboration

A community includes a variety of public and private organizations, including governmental agencies (local, state, and federal), public and private utilities, transportation, telecommunications and cable organizations, businesses, service contractors, military, emergency services and first responders, and other organizations. The goal of the GECCo initiative is to develop a replicable framework and tool set that stakeholders in communities across the U.S. can employ in constructing collaborative models for protecting critical infrastructure against both natural and man-made events. GITA's vision is a growing network of GECCo communities nationwide that contribute to national directives and programs, while continuing to gain from each other's experiences.



About GITA

GITA is a non-profit association focused on providing education, information exchange, and applied research on the use and benefits of geospatial information and technology worldwide. Its membership includes federal, state, and local government agencies, utilities, infrastructure management organizations, and private sector companies. Visit us at www.gita.org.



Cooperation, Coordination, Sharing Geographic Data

TO: Coordinating Committee
FROM: Staff Support Team
Contact: Randall Johnson (651-602-1638)
SUBJECT: Use NexTrip Application to Demonstrate Data/Service Improvements
DATE: May 25, 2010
(For the Jun 17th meeting)

INTRODUCTION

The purpose of this report is to share with the Committee three accomplishments for its information and comment:

- 1) Metropolitan Council’s publishing of a base map service.
- 2) NCompass Street Centerline database has been enhanced to include a “road character” field allowing for more control over symbology and continuity in cartographic display.
- 3) Metro Transit new web service-based, [NexTrip Application](#) which leverages the base map service mentioned above among other services.

Matt McGuire, with the Metropolitan Council’s GIS Unit, has agreed to make this presentation.

DATA/ WEB SERVICE ENHANCEMENTS

- **Metropolitan Council Base Map Service.** Includes political boundaries, roadways, parks, lakes and rivers, land marks, and transit information. The Base Map is updated on a quarterly basis (roughly: January, April, July, October) to allow for changes to roadways and major political/administrative boundary changes. Intermittent changes may occur between major quarterly updates. It is available free of charge for direct use via map services via direct link from [metadata](#) posted on DataFinder.
- **Road Character Field (RD_CHAR).** “Road character” is defined as the most noticeable observable characteristic of a road from the point of view of a person on the ground. Is it an expressway, a major road, or a local road? The new codes are as follows. Licensed users received notice of this enhancement with the database update released on March 10 :
 - Road Character-. Attributes are coded as such:
 - RC10 = Freeway
 - RC20 = Trunk Highway
 - RC30 = Primary Highway
 - RC40 = Major Road
 - RC50 = Residential and other paved roads
 - RC60 = Ramps
 - RC70 = Gravel and unpaved roads
 - RC80 = Walkways that have addresses

RECOMMENDATION

That the Committee decide:

- 1) If, the Metro Transits NexTrip Application is a suitable topic for a GIS Technology Demonstration to the Policy Board. If so, offer comments as to the topic areas to focus on.
- 2) If there is merit to pursuing establishment of cartographic standards / best practices to ensure a coordinated system of base map services.



TO: Coordinating Committee
FROM: MetroGIS Staff Coordinator
 Contact: Randall Johnson (651-602-1638)
SUBJECT: GIS Technology Demonstration Topic – July 2010 Policy Board Meeting
DATE: May 24, 2010
 (For Jun 17th Meeting)

INTRODUCTION

The Committee is asked to agree on a GIS Technology Demonstration topic for the Policy Board’s July meeting and a person(s) to present it.

SURVEY RESULTS PRESENTED TO POLICY BOARD

In early March, a survey was conducted to identify prospective demonstration topics of the greatest interest to Policy Board members. The top four topics are listed in the table below. The complete survey results are presented in Attachment A. The complete results were shared with the Committee at its March meeting and with Policy Board members at its April Board meeting. The top ranked topic, “Coordinated Data Management via Internet - Council and Counties”, was demonstrated at the April Policy Board meeting.

ADDITIONAL OPTIONS

At the April meeting, Policy Board members commented that they would be comfortable if the topics ranked 2-4 in the survey results below were to be scheduled for the next three Policy Board meetings:

<u>CANDIDATE DEMONSTRATION TOPICS</u>	<u>POLICY BOARD RANKING (# PB)</u>	<u>OVERALL RANKING</u>	<u>DOT EXERCISE TOTAL VOTES</u>
1) Coordinated Data Management via Internet - Council and Counties <i>(Presented at April PB Meeting)</i>	2.57 (7)	2.22	26
2) Emergency response maps consistent across jurisdictions, based on U.S. National Grid	2.28 (6)	1.96	26
3) Multi-county collaboration for public access property information application	2.14 (5)	2.15	20
4) Collaborative Application Development Among Counties (general)	2.00 (5)	2.20	30

Policy Board members also recognize that other strong presentation options will likely be identified. For example, a topic identified after the survey was in progress is the [emergency management web application](#), referred to as the Minnesota Structures Collaborative (MSC). Randy Knippel is knowledgeable about this application. In addition, the [NexTrip](#) application, which is scheduled to be demonstrated to the Committee at the June meeting (Agenda item 5f), may also be found worthy of consideration as a topic to present to the Policy Board. .

RECOMMENDATION

That the Coordinating Committee:

- 1) Decide if the Emergency Management Web Application” and/or the NexTrip application merit inclusion as options for GIS Technology Demonstrations to the Policy Board
- 2) Agree on a GIS Technology Demonstration topic for the July 2010 Policy Board meeting.
- 3) Agree on a preliminary ordering of presentation candidates for subsequent Policy Board meetings, to be confirmed prior to each Policy Board meeting.

ATTACHMENT A

Survey Results –Technology Demonstration Priorities

Of the 40 Policy Board and Coordinating Committee members invited to participate in GIS Technology Demonstration Topic survey in early March, 27 did so, for a 68 percent response rate. Seven Policy Board and twenty Committee members participated.

The four **bolded** topics listed in the table below stand out as the most desirable demonstration candidates. At least half of the Policy Board members cited them as “most” or “very” important [see number in the “(x)”], with an overall ranking as least “very” important.

CANDIDATE DEMONSTRATION TOPICS	POLICY BOARD RANKING (# PB)	OVERALL RANKING	DOT EXERCISE TOTAL VOTES
• Coordinated Data Management via Internet - Council and Counties	2.57 (7)	2.22	26
• Emergency response maps consistent across jurisdictions, based on U.S. National Grid	2.28 (6)	1.96	26
• Multi-county collaboration for public access property information application	2.14 (5)	2.15	20
• Collaborative Application Development Among Counties (general)	2.00 (5)	2.20	30
• Using the USNG for emergency response	1.86 (4)	1.48	8
• Data Practices Law- Relationship to MetroGIS Objectives	1.71 (3)	1.93	27
• LOGIS gGov - public facing interactive map offers information on city services, data, general geography	1.57 (3)	1.48	11
• Scott / Dakota / Carver GIS Collaboration	1.57 (3)	1.73	12
• Crowd-sourcing, Open Street Map - opportunities to engage the public in improving GIS data	1.43 (3)	1.70	28
• Parcel maintenance has moved from CAD to Geodatabase	1.43 (3)	1.19	5
• Base map web service developed by the Metropolitan Council	1.23 (3)	1.88	34
• ArcGIS Server based Public Parcel Viewer (FLEX API technology)	1.14 (2)	1.67	14
• Natural Resources Digital Atlas- Metropolitan Council	1.14 (2)	1.27	6
• Active Living Ramsey County Recreation Portal	1.14 (1)	1.15	4
• New Public website. Foreclosure data is now online	1.00 (3)	1.22	5
• Regional Base Map Service – North St. Paul Testimonial	1.00 (2)	1.31	7
• Active Living Recreational Web Portal - Carver County	1.00 (1)	1.04	0
• Historical Census Mapping - U of M	1.00 (1)	.92	3
• Cyclopath	.86 (1)	1.08	3
• maps.umn.edu	.71 (0)	.81	1