

Meeting Summary
MetroGIS Coordinating Committee
MN Counties Insurance Trust Bldg.
December 16, 2010

1. CALL TO ORDER

Vice Chairperson Henschel called the meeting to order at 1:05 p.m. and asked the others in attendance to introduce themselves.

Members Present: *Academic:* Francis Harvey; *Cities:* Bob O'Neil for Hal Busch (AMM: suburban cities - City of Bloomington); *Counties:* John Slusarczyk (Anoka), Peter Henschel (Carver), Jim Bunning (Scott); Mike Fiebiger (Ramsey), David Brandt (Washington); Randy Knippel (Dakota); *Metropolitan:* Rick Gelbmann and Mark Vander Schaaf (Metropolitan Council), David Bitner (Metropolitan Airports Commission), and Nancy Read (Metropolitan Mosquito Control District); *Non-Profits:* Jeff Matson (U of M CURA on behalf of Mn Council of Nonprofits); *Schools:* Dick Carlstrom; *Special Expertise:* Brad Henry (U of M) and Ben Verbick (LOGIS), *State:* John Hoshal (MnGeo) and Joella Givens (MN/DOT); *Utilities:* Allan Radke (Xcel Energy), and *Watershed/Water Management Organizations:* Melissa Baker, Capital Region Watershed District.

Members Absent: *Business Geographics:* (Vacant); *Cities:* Jim Engfer (AMM: core cities - City of St. Paul); *Counties:* Bill Brown (Hennepin), *GIS Consultants:* Larry Charboneau (NCompass Technologies), *Non-Profits:* Sally Wakefield (1000 Friends of Minnesota); *Federal:* Ron Wencil (USGS); *Metropolitan:* Gordon Chinander (Metropolitan Emergency Services Board, and *State:* Tim Loesch (DNR)

Open Seats: *Business Geographics*

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

Visitors: Matt McGuire (Metropolitan Council), Brian Fischer (Houston Engineering), Carrie Mack (Ramsey Washington Metro Watershed District), and Jane Onorati (Mn PCA)

2. ACCEPT AGENDA

Member Givens moved and Member Radke seconded to approve the agenda with the addition of a new Item 5h, Endorsement 2011 Metadata CAP Grant. Motion carried, ayes all.

3. ACCEPT MEETING SUMMARY

Member Bitner moved and Member Givens seconded to approve the September 16, 2010 meeting summary, as submitted. Motion carried, ayes all.

4. SUMMARY OF JANUARY POLICY BOARD MEETING

Staff Coordinator Johnson summarized the information presented in the agenda report.

5. ACTION AND DISCUSSION ITEMS

a) **Election of Officers**

Vice Chairperson commented that he and Chairperson Wakefield are willing to serve another term if that is the wish of the Committee.

Member Bitner nominated Member Wakefield to serve as chairperson for 2011. Member Gelbmann seconded the nomination. No other nominations were offered. Motion carried ayes all.

Member Knippel nominated Member Henschel to serve as vice chairperson for 2011. Member Bunning seconded the nomination. No other nominations were offered. Motion carried ayes all.

b) **Municipal ID Standard**

Kotz provided historical context for the development of the subject standard and summarized the information presented in the agenda report.

Motion: Member Bitner moved and Member Givens seconded to recommend that the Policy Board endorse use of the proposed Municipal ID Standard as a standard for the MetroGIS community.

Following the motion, Vice Chairperson Henschel asked the members if any of them had used the standard and if there are any downsides to using the standard. Several members noted that they are using the standard and none was aware of any issues that had arisen due to its use.

Motion carried, ayes all.

c) **GIS Technology Demonstration – January Policy Board Meeting**

- Member Hoshal summarized the Critical Structures website recently developed with a CAP grant. The key objective being to provide an interactive map through which local community officials can contribute infrastructure and other geospatial information rather than rely upon HSIP data in times of emergencies.
- Verbick provided an overview of LOGIS' gGOV application. The primary driver was to provide communities with a tool to update online information/maps for immediate access by citizens (parade routes, bridge closures, etc.)
- Gelbmann summarized Metro Transit's NextTrip Application. This interactive map based application provides citizens with a means to obtain up to date schedule information for buses which can be accessed on PCs as well as mobile devices. A critical component is a standardized base map. Over 700,000 maps are rendered each month.

The committee concluded that LOGIS's gGOV application would have the most appeal to Policy Board members. Member Verbick confirmed he could be available to present this application at the January Policy Board meeting.

Member Knippel shared that at the October Policy Board meeting he had presented to more alternates than elected officials. General discussion ensued about the need to understand why elected officials are differing to their alternates and the need to reevaluate if the current structure is consistent with current needs. Member Read commented that she has had the opportunity to see each of presentations, as the hostess for each Policy Board meeting, and that she has found them interesting and information. Read also encouraged other Committee members to attend THE Board meetings if only for these presentations.

d) **2011 Meeting Schedule**

Knippel moved and Harvey seconded that the Committee set the following dates for its meetings in 2011: March 24, June 23, September 22, and December 15.

Motion carried, ayes all.

e) **Regional GIS Projects – 2010**

(1) **Address Points Editing Tool**

Mark Kotz explained the history of this project and summarized the objectives sought via this tool using a [slide presentation](#). Kotz reported that the project advisory team had tested the prototype application the week of December 6th and that the consultant was in process of incorporating the agreed upon modifications.

In response to question from Bitner, Staff Coordinator Johnson and Kotz explained that the application is not open source, but is build using ArcGIS Server 10. Johnson and Kotz then summarized the arrangements that had been made with AppGeo for authorizing organizations to host the application at no charge to include - a state and or regional agency(ies), as well as counties

within the metro area and adjoining counties. Any address authorities would be allowed to be end users of the application.

Read asked if the application would include “pull-down” menus to minimize data input errors and expedite data input. Kotz acknowledged this would be the case.

A question from Slusarczyk about the attributes that will be collected for each address led to a wide ranging conversation about the method to be used to populate the address points dataset. The option of beginning with parcel points was raised, which in turn raised the policy question of whether the address points would qualify as a derivative product of the parcel dataset. Johnson commented that the objective is for a public domain dataset and that if a derivative product waiver is not possible the points would have to be developed without use of parcel data.

Knippel commented that Dakota County has recognized an internal business need for an address points dataset and have initiated its development using numerous sources. He stated that there is value in a collaborative effort to develop and maintain a system of aggregation from many sources.

(2) Best Image Service

Matt McGuire presented an overview of the design objectives for the Best Image Service and technical design being implemented by MnGeo to accomplish these objectives. [Click here](#) for the slide presentation. Version 1 of the service is expected to be fully operational by year end. McGuire noted that the contract with MnGeo permits the documentation and governance model to be completed by mid 2011. In response to a question McGuire explained that he expects the governance model to include representatives for area beyond MetroGIS’s interests (area comprised of the seven metropolitan area counties and the eleven counties in Wisconsin and Minnesota that adjoin the seven metropolitan area counties). McGuire concluded his remarks by noting that for imagery to qualify to be included in the Best Image Service, it must be loaded on the MnGeo image server. Members of the Committee offered that the existence of the Best Image Service may become a carrot to encourage counties to share their data with MnGeo.

(3) Geocoder Service Enhancements

Member Read summarized the two enhancements that had been made to the Metro Geocoding Service via the 2010 projects, as follows:

- Include a "universal one-line parser" to allow requests to the service to come in as one line instead of already split into micro (house# + street) and macro (city, state, zip) part. Steve Woodbridge was the subcontractor.
- Restructure the underlying PAGC geocoder code so that it can use other kinds of databases for its internal storage in addition to the current choice, Berkeley DB level 4.1-4.4 (a relatively old version in this business). Walter Sinclair was the subcontractor.

Read noted that issues remain with the “parser” enhancement to be addressed but that progress is being made and that she expected the project to be complete by year end as promised. Read completed her comments with a statement that the project resulted in the first expansion of the open source code when the programmer for the “parcer” enhancement agreed to put his work into the public domain as enhancements to the original code developed by Walter Sinclair.

(4) Proximity Finder Service

Brain Fischer, Houston Engineering and technical lead for the project, explained the design objectives and lessons learned as the design team made progress to accomplish the project. [Click here](#) for his slide presentation. Fischer emphasized that the project was designed to develop a prototype and that a production level service was not the intent. He went on to note that to move to a production level service, a host of custodial roles and responsibilities will need to be defined and implemented.

(5) Stormwater Digital Data Exchange Standard Testing

Carrie Mack, Ramsey Washington Metro Watershed District and technical lead for the project, summarized the objectives and lessons learned from the project as documented in the agenda report. Going into the study, the investigators were aware that stormwater infrastructure related data are collected and stored in many ways and as such without a standard, the data are difficult if not impossible to use for cross-jurisdictional decision support. The proposed exchange standard does not require participating entities to alter how they collect or maintain data, rather it standardizes the data format at the time of exchange with other entities. Jane Onorati, MPCA, explained the technical method used to test the proposed standard. The conclusion of the study is that compliance to a stormwater infrastructure data exchange standard would create public value without undue burden on the data producers.

f) 2010 Accomplishments

Staff Coordinator Johnson noted that the purpose of the report is to set the stage for the consideration of the 2011 work plan and noted that several of the more significant accomplishments had been shared in detail with the Committee during the previous agenda item. No questions were asked.

g) 2011 Program Objectives/Budget

Staff Coordinator Johnson commented that the only change to the 2011 work plan preliminarily approved by the Committee in September is the addition of offering a recommendation for Policy Board consideration on how best to increase use of the US National Grid by entities that serve the Twin Cities. Johnson noted that the Policy Board asked for this additional work objective after hearing a presentation about it at its October 2010 meeting.

Motion: Member Bitner moved and Member Henry seconded that the Coordinating Committee endorse the following actions for Policy Board approval:

- 1) The following program objectives as priorities for 2011, with the understanding that additional priorities are anticipated when the results of the *Next-Generation MetroGIS Needs Assessment* are known (Item k).
 - (a) Sustain traditional “foster collaboration” support activities
 - (b) Complete Phase I (*Information Needs*) Next-Generation MetroGIS Needs Assessment (*in process*)
 - (c) Complete/Make Substantial Progress on Geospatial Commons Testbed (*with MnGeo*)
 - (d) Complete/Make Substantial Progress Accomplishing Phase I of the Regional Address Points Dataset Implementation (*in process*)
 - (e) Complete Quantify Public Value (QPV) Study (*in process*)
 - (f) Investigate Appropriate Organizational Structure (*in process via NGAC*)
 - (g) Negotiate and Execute a Next-Generation Regional Parcel Data Sharing Agreement
 - (h) Co-Host GECCo Forum (*Tentatively Third Quarter*)
 - (i) Investigate New Street Centerline Collaboration Model (*Third Quarter start*)
 - (j) Develop a plan to promote broader use the U.S. National Grid in the Twin Cities
 - (k) (*TBD project(s) following completion of Next-Generation MetroGIS Needs Assessment*)
- 2) The 2011 “Foster Collaboration” budget presented in Attachment A of the Agenda Report.

Motion carried ayes all.

g) 2011 NSDI CAP Grant Application for Metadata Training

Member Matson requested Committee endorsement of a NSDI grant application concept to improve documentation of data maintained by non-traditional users of geospatial technology. He explained that the proposal is being proposed by proposed by a partnership of 1000 Friends of MN, U of M

Approved on:
March 24, 2011

CURA and MnGeo. Matson also commented that the proposed methodology would build upon methods successfully used by MnGeo for previous NSDI funded metadata training.

Motion: Member Bitner moved and Member Knippel seconded to:

- 1)** Endorse the application concept as being consistent with MetroGIS objectives \
- 2)** Direct Vice chairperson Henschel and staff to:
 - a) Confirm the final endorsement letter is consistent with the concept explained to the Committee.
 - b) Guide signing of a letter of endorsement from the highest-level MetroGIS official possible to comply with the January 7th application submittal deadline.

Motion carried ayes all.

Following the vote, Member Read asked where the metadata would be published (e.g. state GIS Clearinghouse, MetroGIS DataFinder, other). Matson stated that he was not sure but would pass this request along to the grant writers to ensure it is addressed in the application. Gelbmann also suggested that the grant training be used as vehicle to encourage the documentation of services and applications, as well as, geospatial data.

h) Next Generation MetroGIS Needs Assessment

Staff Coordinator Johnson summarized the objectives of the next generation needs assessment and encouraged any of the members who had not completed the online survey to do so. He also encouraged the members to register for the January 13 workshop at which the consultant team will facilitate discussion to build upon the survey results.

i) Quantify Public Value (QPV) of Geospatial Commons Study Update

Staff Coordinator Johnson explained that permission had been received on December 8 from the federal grant authorities to radically rescope the project, given our finding that the required GITA ROI methodology is not appropriate for our study objectives. Johnson went on to explain that the local advisory team meeting that had been scheduled for December 15 had been cancelled while the support team investigated rescoping options. He mentioned that late January is the tentative target for holding the local advisory team meeting.

6. NEXT MEETING

The next meeting of the Coordinating Committee is scheduled for March 24, 2011.

7. ADJOURN

The meeting adjourned at 3:35 p.m.

Prepared by,

Randall Johnson, AICP
MetroGIS Staff Coordinator