

**Meeting Summary**  
**MetroGIS**  
**Coordinating Committee**  
**October 24, 1996**

**1. Call to Order**

Chairperson Arbeit called the meeting to order at 8:35 am. The meeting was held at Earle Brown Conference Center on the St. Paul campus of the University of Minnesota.

Members Present: *Federal:* Ron Wencl (USGS); *State:* David Arbeit (LMIC); *County:* David Claypool (Ramsey), Jim Hentges (Scott), Pat O'Connor (Hennepin), Virginia Erdahl (Washington); Gary Stevenson, (Dakota); *Metropolitan:* Richard Johnson (Metropolitan Council); Rick Gelbmann (Metropolitan Council GIS); *Cities:* Brad Henry (Minneapolis) Dennis Welsch (Roseville); *Schools:* Jim Sydow (TIES); *Academics:* Will Craig (CURA); *GIS Consultants:* Larry Charboneau (The Lawrence Group);

Members Absent: *Counties:* Dave (Carver), Margo LaBau (Anoka); *Business Geographics:* Tim Nuteson, (Dayton Hudson Corporation); *Watersheds:* Cliff Aichinger (Ramsey-Washington-Metro Watershed District); *Economic Development Partnerships:* Scott Beckman (Dakota County); *and Utilities:* Alan Srock, (NSP).

Support Staff: Randall Johnson, Heidi Welsch, Mark Kotz, Tanya Mayer, David Vessel

Larry Charboneau was introduced as John Carpenter's replacement representing The Lawrence Group (TLG) on the Committee.

**2-3. Acceptance of the Agenda and Meeting Minutes**

Gary Stevenson moved and Dennis Welsch seconded to accept the meeting agenda and the minutes from the August 23, 1996, meeting, as submitted. The motion passed unanimously.

**4. Action Items**

**4A. School District Representation on Coordinating Committee**

Staff explained that Clark Evans had resigned from the Coordinating Committee and from the Standards and Policy Advisory Teams and that he had served in these capacities as a representative of school districts. Staff also noted that Clark regretted having to resign but that his schedule no longer allowed him to attend daytime MetroGIS meetings. The Committee acknowledged the contributions that Clark had made to the definition of the MetroGIS. After discussing the matter, it was agreed that school districts can be adequately represented by Jim Sydow (TIES) and that Clark Evans' position on the Committee will not be replaced at this time.

The committee raised the issue of the need for guidelines for replacing Coordinating Committee members who are affiliated with organizations that do not have representation on the MetroGIS Policy Board. (Organizations represented on the Board appoint their representatives to both the Board and the Coordinating Committee and serve at the discretion of those organizations.) Chairperson Arbeit moved and Dennis Welsch seconded to direct the Policy Advisory Team to recommend membership and member replacement guidelines for Coordinating Committee

members that are not affiliated with an organization represented on the Board. The motion passed unanimously.

#### **4B. First Meeting of the MetroGIS Policy Board**

Staff explained the Policy Advisory Team's suggested program for the first meeting of the Policy Board and noted that all initial Policy Board appointments should be complete by mid-December. It was explained that the purpose of the first meeting, tentatively scheduled for January 8 or 9, is to orient the new board members to the MetroGIS initiative and to demonstrate that a cooperative GIS data sharing mechanism is in the public interest. The primary elements of the suggested program were explained to consist of: 1) a video produced by URISA, 2) orientation to the MetroGIS objectives and accomplishments to date, 3) presentation by Dennis Welsch of the I-35W Corridor Coalition's cooperative effort that was founded to facilitate the sharing of data among the coalition partners and 4) a poster/social session. Only two action items are proposed: setting the date of the first business meeting and authorizing the Steering Committee to set the meeting agenda.

The Committee unanimously endorsed the program proposed by the Policy Advisory Team and directed staff to prepare a list of suggestions for the poster session and to contact Committee members to sponsor exhibits.

#### **4C. Advisory Team Work Programs**

Staff explained that each of the four advisory teams had been asked to document their progress to address the 15 strategic issues assigned by the Coordinating Committee in May. Only the Data Content Advisory Team suggested substantive changes to its work program. The Committee unanimously agreed to the following changes to the Data Content Advisory Team's work program:

- a) Responsibility for Action items 7, 9, 11, 12 from the concept maps: *identify best source of data to satisfy business information needs* was shifted from the Access Team to the Data Content Team.
- b) The Data Content Team's strategic issue # 3 was amended as follows: "Define output / products from system" changed to "*Define needed output / products*".
- c) Responsibility for strategic issue "Define structure of logically integrated system" was shifted from the Data Content Team to the Data Access Team.

#### **5. Update on Advisory Team Activities:**

- a) **Data Content Advisory Team:** Will Craig, Coordinating Committee Liaison to the Data Content Advisory Team, explained that the Team's Business Object Modeling Project began on September 19, 1996 with a Business Information Needs Forum. Craig stated that Team and forum participants were encouraged by the number and breadth of the information needs identified. He summarized that an Object Modeling Session, involving 33 participants from the September 19 forum, on will be held on October 30 and 31 and that a follow-up modeling session is scheduled for December 4th. He stated that the team is committed to its task of identifying the data needs that have significant cross-jurisdictional importance and that the Team is also committed to each of the other strategic issues assigned to it. He also mentioned that the Team realizes there will still be much work to do

following the December 4th modeling session and that it will be important to evaluate the performance of Advanced Strategies, Inc. (ASI), consultant to the Business Object Modeling project, at the completion of the project.

**b) Policy Advisory Team**

Staff explained that status of the MetroGIS endorsement process and that the Policy Advisory Team had formed a subcommittee to plan the first meeting of the Policy Board. Additionally, the team is planning to conduct a survey of other multi-participant GIS groups as background for drafting operating guidelines for the Coordinating Committee and the Policy Board.

**c) Standards Advisory Team**

Ron Wencil reported that David Windle (City of Roseville) has replaced Clark Evans as Chairperson of the Team. Two subcommittees have also been formed: Metro-Wide Coordinate Standard and Address Standards. He reported that the Coordinate Subcommittee expects to prepare a recommendation for the December Coordinating Committee meeting and that the Address Subcommittee expects to have a working draft report by the end of the year.

**d) Data Access Advisory Team**

Rick Gelbmann explained that Access Team plans to formalize the goals for each of its working groups at its next meeting. The work groups are: *Index, Security, Interface and Data Transfer, and Physical Infrastructure.*

**6. Information Sharing -- MetroGIS Related Activities**

A summary was included with the agenda packet. Randall Johnson also reported that the Metropolitan Council's Interim GIS Data and Cost Sharing Agreement process is moving forward in all counties.

Arbeit reported that the Governor's Council on Geographic Information (GCGI) and the Land Management Information Center (LMIC) are making progress with a significant legislative proposal entitled the Land Records Modernization Initiative. He stated that it is to be presented to the Governor as a means of promoting integration of land records across county boundaries and that it would provide a funding mechanism to accomplish its objectives. Arbeit noted that the Minnesota initiative is based on a similar program in place in Wisconsin. He also noted that if adopted, it could resolve or move us significantly closer to resolving financing and standards issues that are obstacles to data sharing, including matters to be addressed by the MetroGIS.

Staff acknowledged receipt of a letter from Gary Stevenson authorizing sharing of Dakota County data free of charge with DNR on the basis of the pending GIS Data and Cost Sharing Agreement with the Metropolitan Council.

**7. Next Meeting**

**December 12, 1996 at 8:30 a.m. - 10:30 a.m.**

**(Following the meeting, the date was changed to the December 18.)**

**Location: TBA**

## **8. Adjournment**

Chairperson Arbeit moved and David Claypool seconded to adjourn the meeting at 11:00 a.m.  
Motion carried unanimously.

Prepared by,

Heidi Welsch,  
GIS Administrative Intern