

Meeting Summary
MetroGIS Policy Board
Metropolitan Mosquito Control District Offices
October 17, 2007

1. CALL TO ORDER

Chairperson Reinhardt called the meeting to order at 6:35 p.m. She welcomed all attendees, introduced Councilmember Steve Elkins, whose appointment to the Policy Board is pending by Metro Cities (Association of Metropolitan Municipalities), and invited them to introduce themselves.

Members Present: Jim Kordiak (Anoka County), Tom Egan (Dakota County), Bill Brown for Randy Johnson (Hennepin County), Victoria Reinhardt (Ramsey County), Molly O'Rourke for Dennis Hegberg (Washington County), Roger Lake (Metro Watershed Districts), Tony Pistilli (Metropolitan Council), Terry Schneider (AMM- City of Minnetonka), and Dick Carlstrom for Dan Cook (School Districts - TIES).

Members Absent: Tom Workman (Carver County) and Joseph Wagner (Scott County)

Coordinating Committee Members Present: Will Craig, William Brown, Rick Gelbmann, Jane Harper, Brad Henry, Randy Knippel, Nancy Read, and Mark Vander Schaaf.

Support Staff: Randall Johnson and Jonathan Blake (Richardson Richter Associates and member of the Staff Support Team)

Visitors: Steve Elkins (AMM – City of Bloomington; pending appointment to the Policy Board), Dave Hinrichs (Metropolitan Council), Mike McLean (Metropolitan Mosquito Control District) and Mark Kotz (Metropolitan Council)

2. ACCEPT AGENDA

Member Egan moved and Member Schneider seconded to approve the proposed agenda, as submitted. Motion carried, ayes all.

3. MEETING SUMMARY

Member O'Rourke moved and Member Lake seconded to approve the July 25, 2007 meeting summary, as submitted. Motion carried, ayes all.

4. GIS TECHNOLOGY DEMONSTRATION

Web maps open government to citizens - Metropolitan Mosquito Control District (MMCD)

Mike McLean, MMCD Director of Public Affairs Director, commented that through the use of the subject web-based application, the District has found a way to continue its practice of person to person service while at the same time opening up communication lines with the customer. The result is more access to information (transparency) that used to be the domain of staff and feedback regarding policy implications (accountability). He then provided an overview of the type of information that is accessible via the MMCD map site (http://www.mmcd.org/main_lead.html).

Nancy Read, MMCD Technical Coordinator, then commented on how the MMCD was able to leverage the web application interface developed in cooperation with the OpenMNND project (<http://www.openmnnd.org>) and GeoMoose project (<http://www.geomoose.org/moose>). The total cost of development was \$5,000, none of which was for software since the software developed via the OpenMNND and GeoMoose projects are open source, that is, available free of charge over the Internet. The only cost to the MMCD was to customize its data to work with the application.

Randy Knippel, a member of the OpenMNND project team, commented that he believes this is the first application that is running on the regional parcel dataset.

5. CONSENT AGENDA

There were no items on the consent agenda for consideration.

6. ACTION/DISCUSSION ITEMS

a) **2008-2011 MetroGIS Business Plan – Final Adoption**

Business Planning Oversight Team Chairperson Read introduced the topic to the Board members. She recapped direction provided by the Policy Board at the April and July meetings including the vision and mission statements, guiding principals, core functions, preferences for expanding the scope of MetroGIS's functions, major activity areas for the next 3-5 years and a summary of the milestones in the Plan development process that began with the February 8, 2007 Strategic Directions Workshop. See http://www.metrogis.org/teams/pb/meetings/07_1017/6a_presentation.pdf for the slide presentation used for Agenda Items 6a and 6b.)

Mission Statement Modification: Read then explained that the Coordinating Committee, in the course of refining the proposed strategies, recognized the need to modify the mission statement (drop the word “technology” following geographic information and drop capitalization of Metropolitan Area). Chairperson Reinhardt called for comment from the members. None was received.

Motion: Member Schneider moved and Member Pistilli seconded to approve the revised mission statement. Motion carried, ayes all.

Outreach Strategy Modification: Read then explained the Committee believes that outreach to increase awareness of services available through MetroGIS's efforts should be a priority activity but is concerned that this proposal not be found to be inconsistent with the Board's preference to postpone adding a marketing component to the Outreach Plan.

Member Schneider suggested that the program object be renamed “outreach and identification of opportunities” to address the Committee's concern.

Motion: Member Schneider moved and Member Egan seconded to remain the outreach program objective to include the language “and identification of opportunities”. Motion carried, ayes all.

Operational Plan Components: Read then summarized the two priority next steps presented in the Operational Plan chapter of the Business Plan: define MetroGIS's role related to addressing shared application needs and a plan to secure additional technical leadership resources needed to achieve the scope expansions defined in the new Business Plan. Both recommendations are to be submitted to the Policy Board for consideration at the April 2008 Policy Board meeting. No modifications were offered to the proposed next steps.

There was not further discussion of the Business Plan other to recognize the Business Planning Oversight Team and staff for their considerable effort to capture the many ideas offered and effectively and efficiently work through differences.

(Editor's Note: Agenda Items 6a and 6b were considered as if a single agenda topic. See Item 6b for the motions pertaining to both items.)

b) **2008 Work Plan and Revised Budget Proposal**

Coordinating Committee Chairperson Brown summarized the process by which the proposed 2008 program objectives were identified and proposed budget to support the proposed work objectives, as presented in the agenda report.

Chairperson Reinhardt recognized that the proposed work program as aggressive but necessary to maintain relevance with changing stakeholder needs. She also thanked the Business Planning

Oversight Team, Coordinating Committee and staff for their considerable effort to maintain MetroGIS's relevance.

Motion: *(Editor's Note: Includes Agenda Items 6a)*

Member Egan moved and Member Schneider seconded to:

- 1) Adopt the 2008-2011 MetroGIS Business Plan, dated October 17, 2007, including the above-approved modifications.
- 2) Adopt the 2008 major work program priorities and 2008 expense budget for MetroGIS's "Foster Collaboration" function, as presented in the agenda report dated October 2, 2007.

Motion carried ayes all.

Motion:

Member Pistilli moved and Member Egan second to:

- 1) Authorize a Request for Proposals for expert assistance to assist with hosting a forum through which to define MetroGIS's role related to addressing shared application needs and authorize up to \$8,750 for this contract.
- 2) Authorize staff and leadership to make presentations to organizations that serve custodial roles to ensure they are comfortable with the expectations outlined in the 2008-2011 Business Plan.

Motion carried ayes all.

c) Regional Address Point Database – Next Steps

Mark Kotz, lead staff to the MetroGIS Address Workgroup, provided an overview of the vision adopted by the Board in April 2005 for the regional address points database, the need to define the data synchronization process before a regional custodian can be secured and the process used by which the Workgroup to arrive at its recommendation to partner with Carver County to develop the data synchronization mechanism as an extension of an internal business need.

The slides presented by Kotz can be viewed at

http://www.metrogis.org/teams/pb/meetings/07_1017/07_1017_addressupdate.pdf

Member Schneider challenged the Workgroup to think big, referring to the request for \$10,000. He stated that cities are investing significant resources to support public safety related functions and that if the efficiency of these programs could be improved through the existence of the proposed dataset that the Workgroup should not hesitate to ask for what it takes to implement it. Chairperson Reinhardt commented that the current proposal is to develop a proof of concept that if successful, implementation resource proposals will follow. Staff Coordinator Johnson also mentioned that if the data synchronization pilot is successful, he expects to begin with Members Schneider and Elkins' assistance a dialogue with Metro Cities leadership to decide next steps regarding implementation.

Elkins asked for clarification of the current process to notify organizations of new addresses. Kotz mentioned that the specific parties notified interestingly, vary from city to city but in all cases numerous organizations – public and private – are routinely notified of new addresses and streets. The vision involves a regional database that each of these parties of interest would be made aware of and to shift the burden of notification to those interest who want the information by having them access the regional dataset directly as they wish.

Member Kordiak asked how we can assure that we obtain the deliverable defined in the report. This comment lead to a general conversation among Board members following which the members concluded that Carver County had presented a well thought out, cost effective proposal and that they would likely invest what it takes, beyond their proposed match if need be, to accomplish the deliverable.

Member Pistilli asked if the proposed synchronization mechanism could be expanded to other regional data solutions such as parcels. Staff noted that synchronization of point data will involve

a simpler process than synchronizing polygon data such as parcels but he agreed to keep in the mind the need as the point data mechanism is developed and to offer recommendations for tackling the more complex polygon data.

Motion: Member Kordiak moved and Member Egan seconded to:

- 1) Endorse continued effort to implement a regional “Occupiable Units” database, change the name from “Occupiable Units” to “Address Points”, and work to further refine custodial roles and responsibilities as described in the agenda report, dated October 5, 2007.
- 2) Authorize use of \$10,000 of MetroGIS’s Special Projects funds to contract with and pay Carver County one half of its costs to develop a working example of a synchronization mechanism that works with the online maintenance tool that is under development by Carver, Scott and Hennepin Counties

Motion carried, ayes all.

d) 2008 Meeting Schedule

Motion: Member Pistilli moved and Member O’Rourke seconded to approve the 2008 meeting schedule as presented in the agenda packet: January 16th, April 23rd, July 23rd, and October 22nd.

Motion carried, ayes all.

7. MAJOR ACTIVITY UPDATES

No questions or comments were offered concerning the topics listed in the agenda materials.

8. INFORMATION SHARING

a) Twin Cities Regional Economic Development Web Site

The Staff Coordinator asked the Policy Board members who are affiliated with counties if they aware of a request for financial participation in the proposed web site from the Regional Chamber of Commerce.

Member O’Rourke noted that Washington County has agreed to be a subscriber because the County Board wants to be responsive to the city officials within the county that have asked the county to take a higher profile role in fostering economic development activity. She also summarized the types of real estate and socio economic data that is proposed to be available from the site and the principal purpose is to assist companies evaluate site options for expansion or new develop in the Twin Cities metropolitan area. She mentioned the proposers had mentioned that Ramsey County had agreed to participate. Chairperson Reinhardt noted that she was not aware of such a commitment.

Brown noted that a representative of the Regional web site proposal has a meeting scheduled with three Hennepin County Commissioners and that he has asked to attend. He commented that Hennepin County is being asked to pay \$46,000 and that has concern for how the funding will be used, in particular the cost of data and whether some of the data sources could be supplied via MetroGIS for less.

Elkins commented that he is member of the Chamber and is aware of the proposed project. He noted that the Chamber is sponsoring it because they believe the Twin Cities is at a competitive disadvantage with those metro areas that have implemented this tool.

Member Kordiak asked who has access to the data which led to a brief conversation about interest in meeting with the proposers to evaluate the potential for leveraging capabilities.

Member Pistilli commented that he would like to know more about the Chambers business model regarding this service. Member Schneider commented that he favors exploring a partnership as the Chamber’s proposal offer a good test case for evaluating policy implications regarding each

of the three scope expansions (e.g., add applications to regional data solutions, seek out partnerships with non e government to address shared information needs, and improve interoperability with jurisdictions that adjoin the seven county Metropolitan Area.)

Schneider commented that if a meeting is held, it should be with those persons who are making the decisions. It was agreed that meeting should be sought. Elkins agreed to contact the Executive Director and explain the situation. Members Schneider, Pistilli, O'Rourke, Brown, and Chairperson Reinhardt expressed interest in participating in the dialogue if a meeting is set up.

Staff was asked to report back to the Board at the January meeting.

b) Debrief Event Proposed – GIS Involvement in Response to I-35W Bridge Collapse

Chairperson Reinhardt commented that she had attended the luncheon at the GIS/LIS Consortium's Annual State Conference on October 11th, as the Staff Coordinator's guest when he received the Consortium's Polaris Award, and that prior to the award ceremony that she had the opportunity to experience a presentation about the use of GIS technology in response to the bridge collapse and experiences of the GIS professional to respond to needs of emergency response officials. Chairperson Reinhardt summarized the type of information shared and Board members concurred that the Coordinating Committee should attempt to arrange for this presentation to be given to the Board at its January 2008 meeting.

c) Description of MetroGIS added to Wikipedia

Member Kordiak requested clarification about who uses Wikipedia to which Coordinating Committee members Gelbmann and Craig offered examples.

9. NEXT MEETING

The next meeting is scheduled for January 16, 2008.

10. ADJOURN

The meeting adjourned at 8:40 p.m.

Prepared by:

Randall Johnson, AICP
MetroGIS Staff Coordinator

and

Christopher Kline
MetroGIS Support Team