

Meeting Summary
MetroGIS Policy Board
Metropolitan Counties Government Center
2099 University Avenue, St. Paul
October 14, 2009

1. CALL TO ORDER

Chairperson Schneider called the meeting to order at 6:05 p.m.

Members Present: Dan Cook (School Districts - TIES), Tom Egan (Dakota County), Steve Elkins (Metro Cities – City of Bloomington), Jim Kordiak (Anoka County), Roger Lake (Metro Watershed Districts), Victoria Reinhardt (Ramsey County), Molly O'Rourke for Dennis Hegberg (Washington County), Dave Hinrichs for Tony Pistilli (Metropolitan Council) and Terry Schneider (Metro Cities - City of Minnetonka). The Vice Chair of the Coordinating Committee, Peter Henschel, who attended in the capacity of a non-voting, ExOfficio member.

Members Absent: Gary Swenson for Randy Johnson (Hennepin County), Randy Maluchnik (Carver County), and Joseph Wagner (Scott County)

Coordinating Committee Members Present: Randy Knippel, Rick Gelbmann, Nancy Read, Mark Vander Schaaf, and Peter Henschel.

Support Staff: Randall Johnson and Kathie Doty (KLD Consultants)

Visitors: None

2. ACCEPT AGENDA

Member Kordiak moved and Member Reinhardt seconded to approve the agenda, as proposed. Motion carried, ayes all.

3. MEETING SUMMARY

Member Kordiak moved and Member Egan seconded to approve the July 22, 2009 meeting summary, as submitted. Motion carried, ayes all.

4. GIS TECHNOLOGY DEMONSTRATION

Randy Knippel, Dakota County GIS Manager, explained how volunteers, with GIS expertise, from a number of Minnesota organizations created a virtual working environment, beginning with six people working over a weekend and eventually expanding to include 30 individuals, to support emergency responder mapping needs during the Red River Valley flood crisis. He explained the map products that were created, the key components of the virtual working environment, and lessons learned about what worked well and what could have worked better. The existence of web mapping services and dedicated volunteers were cited as major reasons for success. Lack of awareness among emergency responders, including FEMA, of existing GIS capabilities and institutional bans on use by volunteers of secured Instant Messaging tools, such as Jabber, were cited as obstacles that need attention. Notwithstanding, Knippel noted that the effort was extremely successful, serving as an opportunity to educate emergency responders of the value to their work of leveraging GIS technology. [Click here](#) to view Mr. Knippel's presentation slides.

Member Cook commented the TIES and similar school consortia organizations throughout the state have large scale plotters that should be able to be leveraged in the time of emergency to support field crews. Knippel thanked Member Cook for the idea and mentioned that another outcome of the Red River Valley experience is the recognition that an assessment of GIS capabilities and resources would greatly expedite set up the a virtual work environment. This comment led to a short conversation about VPN (virtual personal network) technology, which is needed to participate in the virtual work environment and a comment by

Chairperson Schneider that the lessons learned by the Red River Valley Team have huge implications for creating such environment for any number of other reasons.

Mr. Knippel was thanked for his presentation.

5. **ACTION/DISCUSSION ITEMS**

a) **Performance Management Plan**

Staff Coordinator Johnson provided an overview of the objectives to be served by the proposed Version 2 MetroGIS Performance Measurement Plan. He emphasized that adoption of the proposed Plan would complete Phase I of the project, with Phase II comprising development of actual measures in accordance with the general strategy set forth in the proposed Plan. Peter Henschel, Vice Chair of the Coordinating Committee, summarized the Coordinating Committee's recommendation that the Policy Board approve the proposed Plan. Kathie Doty, KLD Consultants and lead support for the project, was introduced to present the proposed Plan to the Board.

Ms. Doty began by noting that the proposed components of the next-generation performance measurement strategy are designed to directly assess MetroGIS's progress towards achieving each of the major outcomes defined in the 2008-2011 MetroGIS Business Plan. She also stressed that the proposed strategy retains, but makes secondary, the DataFinder-related statistics that comprised the central theme of the current Performance Measurement strategy adopted in 2002. She explained that the proposed next-generation strategy is intended to provide a survey-based mechanism to monitor emerging needs as well as assess value created, from the stakeholders' perspective, of MetroGIS's accomplishments. Ms. Doty then explained the main points of the recommended strategy.

Chairperson Schneider commented that he supports the proposed performance measurement strategy and emphasized that although current measures identify valuable information about "what" is happening, they fall short because they do not help decision makers understand "why" these trends are occurring nor a means to identify and monitor emerging needs. Further, he noted that the suggested strategy is intended to be implemented using basic tools and minimal consultant time to implement and support once operational.

Motion: Member Egan moved and Member Reinhardt seconded to:

- 1) Approve the proposed MetroGIS Performance Measurement Plan, dated September 2009
- 2) Direct the Coordinating Committee to initiate Phase 2 - define actual metrics to accomplish the performance measurement objectives described in this plan.

Motion carried, ayes all.

b) **2010 Preliminary Major Work Objectives and Budget**

Staff Coordinator Johnson summarized the proposed program objectives and associated budget as presented in the agenda report. Peter Henschel, Vice Chair of the Coordinating Committee, commented that the Coordinating Committee had suggested several modifications that were included in the version presented in the Policy Board's packet and stated that the Committee is seeking comment from the Board prior to finalizing a proposal for the Board's consideration at the January meeting.

No changes were offered to the preliminary listing of 2010 projects or preliminary budget. However, a question of the Staff Coordinator about the status of 2009 projects led to a conversation during which the Board confirmed its desire to take steps to capture budgeted funds if agreements for in-progress projects are not able to be executed by year-end. The members offered ideas including pursuing creation of standard templates for agreements to expedite subsequent projects, identifying projects for funding 2-3 years out, and finding a way to effectively communicate that although these projects are relatively small in cost and scope, they represent effective ways to catalyze solutions to information needs shared across the broad community.

Approved on:
January 27, 2010

Motion: Member Reinhardt moved and Member Egan seconded to authorize Chairperson Schneider to authorize, on the part of the Board, projects for year-end action that are not currently scheduled for funding but which have been cited as a priority by the Board if funding that would otherwise be lost can be captured. Motion carried, ayes all.

c) 2010 Schedule

Member Elkins moved and Alternate Member O'Rourke seconded to adopt the 2010 meeting schedule proposed in the agenda report – January 27, April 28, July 28 and October 27.

Motion carried, ayes all.

Member Kordiak commented that he would like to hear about what the other partners are doing for future GIS Technology Demonstration. This comment led to agreement that a survey would be conducted in the coming weeks that focuses on emerging trends and potentially actual future agenda topics.

6. MAJOR ACTIVITY UPDATES

Staff Coordinator Johnson emphasized that there are numerous MetroGIS research and development projects in progress that once completed are expected to add considerable value to the community. He made specific mention of the proposed Regional Address Points Dataset.

There was no other discussion of the items presented in the agenda report.

7. INFORMATION SHARING

There was no discussion of the items presented in the agenda report.

8. NEXT MEETING

The next meeting of the Policy Board is scheduled for Wednesday, January 27, 2010.

9. ADJOURN

The meeting adjourned at 7:30 p.m.

Prepared by:
Randall Johnson, MetroGIS Staff Coordinator