



Wednesday, January 27, 2010

6:00 p.m.

Metropolitan County Government Offices

2099 University Avenue, St. Paul

(Go to <http://www.mmcd.org/directions.html> for a map and directions)

Policy Board Members:

Terry Schneider,
Chairperson
City of Minnetonka
Metro Cities

Tom Egan,
Vice-Chairperson
Dakota County

Dan Cook,
TIES

Steve Elkins,
City of Bloomington
Metro Cities

Dennis Hegberg,
Washington County

Randy Johnson,
Hennepin County

Jim Kordiak,
Anoka County

Roger Lake,
MAWD

Randy Maluchnik,
Carver County

Tony Pistilli,
Metropolitan Council

Victoria Reinhardt,
Ramsey County

Joseph Wagner,
Scott County

Coordinating Committee

Sally Wakefield,
Chairperson
1000 Friends of MN

Peter Henschel,
Vice-Chairperson
Carver County

Staff Coordinator

Randall Johnson

Agenda

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6. Next Meeting
April 28, 2010 (*officer elections*)

7. Adjourn

Major Activity Update (see: www.metrogis.org/teams/pb/meetings/10_0127/index.shtml) (Not in Packet)

- a) GIS Web Applications Contest
- b) Glossary of Geospatial-Related Terms
- c) Regional Address Point Dataset – Access Policy / Liability Waiver
- d) Regional GIS Projects (2008 and 2009 authorizations)
- e) Next-Generation Regional Street Centerline Agreement
- f) Performance Metrics – Phase II Developing Metrics
- g) Streamlining Data Access for Emergency Responders
- h) Geospatial Commons – Benefits of Participation and Effective Governance

Information Sharing (see: www.metrogis.org/teams/pb/meetings/10_0127/index.shtml) (Not in Packet)

- a) 2010 Coordinating Committee Officers and New Members
- b) 2010 Federal CAP Grant Application
- c) Survey for Demonstration Topics
- d) National Geospatial Advisory Committee: Results of December 1-2 Meeting
- e-g) Outreach and Other Metro, State and Federal Geospatial Initiatives Updates
- h) December 2009 Coordinating Committee Meeting Summary

Mission Statement: "....to expand stakeholders' capacity to address shared geographic information needs through a collaboration of organizations that serve the Twin Cities metropolitan area."

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 Swensen for Randy Johnson (Hennepin County), Randy Maluchnik (Carver County), and Jim 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.

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



Cooperation, Coordination, Sharing Geographic Data

TO: Policy Board
FROM: Staff Support Team
Contact: Randall Johnson (651-602-1638)
SUBJECT: GIS Technology Demonstration
DATE: January 6, 2010
(For the Jan 27th meeting)

INTRODUCTION

The topic for the GIS Technology Demonstration at the January Policy Board meeting will be “*How Use of Shared Web Services is Improving Organizational Efficiencies*”.

Jim Bunning (Scott County), Tim Loesch (DNR), and Nancy Read, (Metropolitan Mosquito Control District), all members of the MetroGIS Coordinating Committee, have agreed to make this presentation.

DEFINITION OF WEB SERVICE

A software component accessible via the Internet for use in other applications. Web services are built using industry standards for structuring exchange of information among and computer networks and thus are not dependant upon any particular operating system or programming language, allowing access to them through a wide range of applications.

DEMONSTRATION PURPOSE

Examples at the state, regional, and local government levels will be used to illustrate the concept and value of shared web services for improving organizational efficiencies. The presenters will also explain how the investment made by MetroGIS to develop the foundation MetroGIS [Geocoder Web Service](#) is acting on the principle of “build once and use/share many times” through an array of stakeholder applications.

RECOMMENDATION

No action requested.



TO: Policy Board

FROM: Coordinating Committee Chairperson: Sally Wakefield (1000 Friends of Mn)
Staff Contact: Randall Johnson (651-602-1638)

SUBJECT: Geocoder Service Enhancement Projects – Accept Final Reports

DATE: January 7, 2010
(For Jan 27th Meeting)

INTRODUCTION

Two final project reports are presented in Attachments A and B for acceptance by the Policy Board. They document several enhancements that have been made to the MetroGIS Geocoder Service, involving an extension to include landmarks and enhancements to work better with local parcel and street centerline data.

Nancy Read, with the Metropolitan Mosquito Control District (MMCD), managed both projects. She has agreed to share with the Board why these enhancements are important and how MetroGIS's investment in them is making a difference.

PROJECT FINANCING AND SCOPE

These projects were funded as 2008 and 2009 MetroGIS Regional GIS Projects, respectively. Walter Sinclair, the main programmer for the Postal Address Geo-Coder (PAGC), the foundation for MetroGIS's Geocoder Service, and programmer for these enhancement projects, was under contract with MMCD, the lead organization for these projects. These projects entailed:

- a. Landmark extension: This \$5,000 project was approved in July 2008. Pertinent excerpts from the approved scope of work are provided in Attachment C.
- b. Enhancements to work better with local data: This \$1,000 project was approved in July 2009. Pertinent excerpts from the approved project scope are provided in Attachment D.

See <http://www.metrogis.org/data/apps/geocoder/index.shtml> for information about the MetroGIS Geocoder Service.

COORDINATING COMMITTEE CONSIDERATION

At its meeting on December 17th, the Coordinating Committee unanimously recommended that the Policy Board accept these final project reports.

RECOMMENDATION

That the Policy Board accept the final project reports for enhancements made to the MetroGIS Geocoder Service that are presented in Attachments C and D, as recommended by the Coordinating Committee.

ATTACHMENT A

Final Report

Landmark (Point-of-Interest) addition to Metro Geocoder

MetroGIS Project (2008 funding year) -\$5,000
Final Report – Draft 11/30/2009
prepared by Nancy Read, MMCD, for Geocoder work group

Background

The MetroGIS Geocoder Web Service project (2007 funding, completed in 2008) provides a web service that takes a requested address or intersection and returns the location coordinates (lat-long) for matching entries in the MetroGIS-endorsed Parcels or Streets data. It uses an open-source geocoding engine called PAGC, supported by an international development community. Hosting for the service is provided by MnGEO. The service has been in use for over a year, receiving up to 90,000 hits per month. The final report for that project, with a description of how Postal Address Geo-Coder (PAGC) works, is available at the Metro Geocoder web site, <http://www.metrogis.org/data/apps/geocoder/index.shtml> (or search on “Metro Geocoder”).

The original vision of the Geocoder work group was to be able to enter street address, intersection, or landmark name/point-of-interest as input for the geocoder. The project reported here adds the landmark/point-of-interest capability, allowing users to enter a name such as “Como Park” or “Lauderdale City Hall” and get a location returned.

Project Implementation

Although the landmark service has many aspects that are different from address or intersection look-up, the workgroup decided that the service would be most useful to application developers if it was combined with the existing service and could be accessed through the same call, so we contracted with the same developer as used in the original project to make modifications to the PAGC engine and web service code.

Because this is a point dataset, we also chose to use this landmark project to test PAGC’s ability to geocode directly from a database using lat-long coordinates stored in the database, rather than using a shapefile. We plan to use that ability in the future when we replace the current Parcel Points in the geocoder with the upcoming Address Points dataset.

After examining readily available landmark/point-of-interest datasets, the TLG Landmarks provided with TLG Streets was chosen as the most reasonable starter dataset to use in this project (see Appendix for more discussion on Landmark / Point-of-Interest datasets; dataset development and maintenance was beyond the scope of this project).

The revised service, allowing landmark as well as address or intersection look-up, is being loaded and hosted at MnGeo. Details of access will be available at the Metro Geocoder web site (above) shortly.

Details of Geocoder Design and Construction

The PAGC library and webservice software was expanded to incorporate support for landmarks. Landmarks (or points of interest) are sites identified by name, rather than by a number and street address. The geocoder, so expanded, accepts the name, type (optional), city and/or county and/or state (also optional), and returns scored candidates, each with latitude and longitude (and the site address if available).

To do this the PAGC library software was expanded to identify, match and score on new fields -- fields not used in address geocoding. The geocoding web service was also expanded to handle a landmark request, returning data from these (and other) fields in a manner consistent with the way it now handles intersections and site addresses.

Landmark Request

The geocoding webservice accepts a LandmarkSite request consisting of

- a) LandmarkName (used in matching/scoring)
- b) FeatureType (used in matching/scoring)
- c) CountyName (used in matching/scoring)
- d) CityName (used in matching/scoring)
- e) Zip/Postal Code (used in matching/scoring)
- f) State/Province Name (used in matching/scoring)
- g) MethodName, Version, CountryCode, MaximumResponses, ResponseFormat (as with current requests)

This request is passed to the PAGC library, which standardizes, matches, scores, and returns to the geocoding service a list of scored candidates. The geocoder returns that list, suitably formatted, to the requester.

Landmark Response

Each candidate returned, in addition to fields representing the dataSource field and id, has a geographic position and score, standardized or official name values corresponding to the 2 requested fields, as well as the Address Number and Street verbatim, if available. The Address data returned is not used in matching or scoring. The presentation and packaging of the response is consistent with that now employed for site and intersection responses.

Landmark Data and Processing

The PAGC library and builder (pagc_build_schema) was modified to support the changes required handle this new, non-address schema type. New configuration flags were added to identify the fields, named here to correspond with the draft Street Address Data Standard: LandmarkName (SAD-2nd 1.7.4), CountyName (SADS-2nd 1.7.5.4), FeatureType (SADS-2nd 1.8.3.2). The LandmarkName is stored in two forms, the official name and the standardized name, but only the official name returned. The FeatureType is, for this version, stored and returned as just a standard code. The CountyName is stored and returned as official name only.

A dataset for Landmarks contains, at a minimum, the LandmarkName, and may contain other address attributes. However only those indicated will be used for scoring and matching. The library (accessed through pagc_build_schema) creates an internal record with fields for each landmark site, and indices for approximate, soundex and regular searches. The standardizer for the landmark name employs the current lexicons. Changes to the standardizer were needed due to the difference in nature between a site or intersection address and a landmark name. New library routines were written to perform the different kind of standardization required for the landmark name, to handle the building of the landmark name records and indices, to handle the searching, matching, scoring and formatting for the response.

Responder

The responder was expanded to handle the new elements of the request and the response. It also handles multiple reference datasets by conducting an ordered search on the set of datasets. In other words, search dataset 1 and if score is not high enough, search dataset 2 etc. This is basically what we are currently doing with precise and interpolated site addresses, but here it is with the same geocoding (precise) in each case.

New Documentation has been produced for these new features. The library interface and configuration has also been expanded to handle landmark requests.

International Note

The concept of a county – as a district name somewhere between city and province – can be applied to many environments outside of the United States. It should also be noted here that some of the functionality that would be introduced here would also be useful in environments where name rather than number is the more significant identifier in a site address.

Appendix: Landmark / Point-of-Interest Data Available

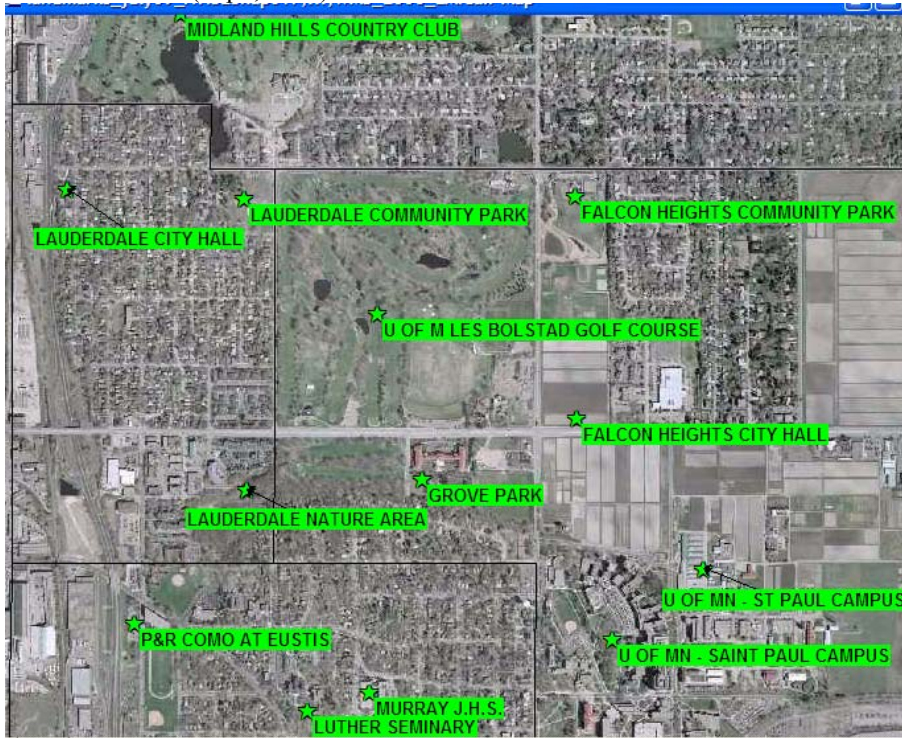
Datasets considered:

- GNIS – Geographic Names, USGS
- NCompass / TLG Landmarks
 - Part of MetroGIS streets package
 - Some points, some polygon centroids (water)
- Metro. Council
 - Transit, from bus route requests
 - Other data?
- 911
 - Each Public Service Answering Point (PSAP) has their own data
- HSIP + state creation/update CAP grant
 - Hospitals, Fire Stations, Police, Schools
- Commercial data sources?

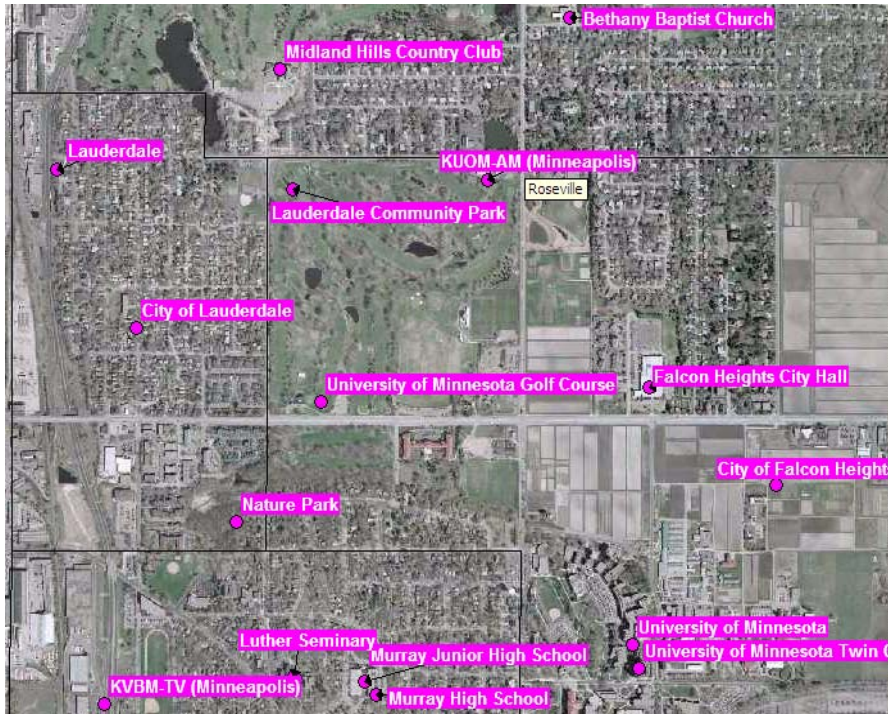
Quick comparison of GNIS, TLG, and Transit data for an area near Lauderdale, MN suggested that TLG data currently contained the most useful versions of landmark names for use in geocoder (see examples, below). Development of a definitive data set, including a maintenance plan, is needed and would be a good area for further work by a MetroGIS and/or state groups. Some datasets, such as Police and Fire Stations, Hospitals, and Schools are currently being worked on through a CAP grant managed by MnGeo.

Examples

TLG Landmarks (Sept., 2009):



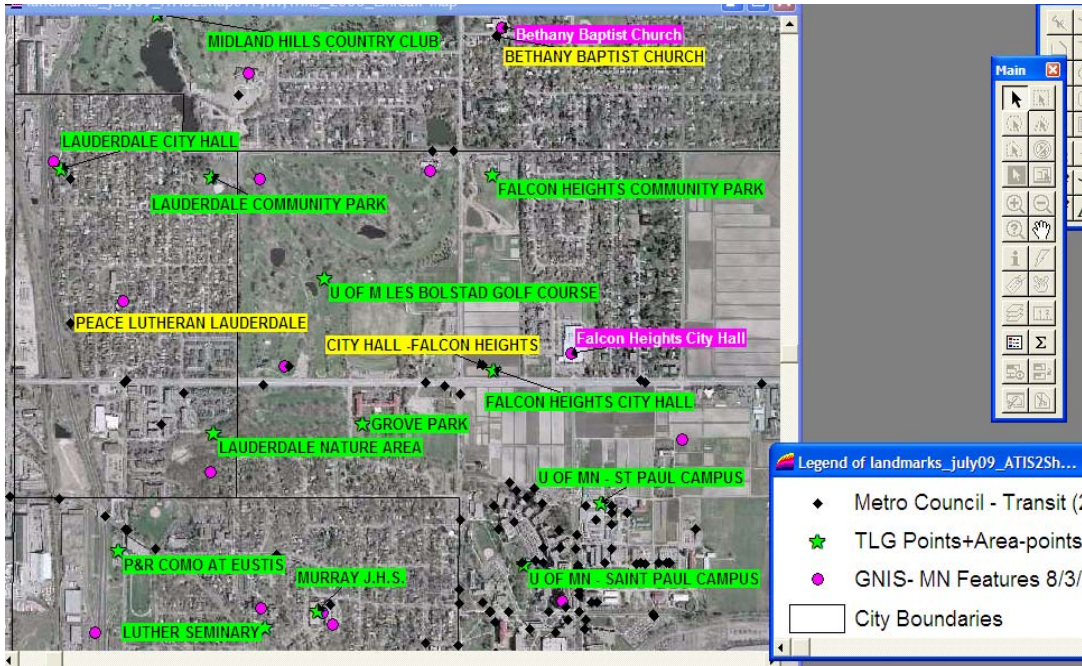
GNIS (2009):



Metropolitan Council – Transit data:



Comparison: TLG Landmarks, highlighting points missed by this dataset that are included in other datasets.



ATTACHMENT B

Final Report

MetroGIS Geocoder Web Service Enhancement Project

Project funded through MetroGIS 2009 project funds: \$1,000

Final Report: Draft Nov. 30, 2009

Prepared by Nancy Read, MMCD

As outlined in the MetroGIS Geocoder (2007 project fund year) final report (Dec. 2008), there were several items of continuing work needed on the geocoder to improve output to meet user's expectations. These have been addressed in this enhancement, as follows:

1. Change candidate matches returned such that alternate street names are more likely to be presented than alternate house numbers on the same street.
 - Completed.
2. Change how original street name is returned so that parsings of the name are not in conflict with returned name – for example, for “County Road B” do not return “County Road County Road B” (County Road parsed into PreType, then returned in addition to original name format)
 - Completed
3. Allow entry of House Number + Street Name as a continuous string rather than requiring splitting into separate fields.
 - Completed

Change #1 is already implemented in the active web service at MnGeo. A revised version with the other above enhancements is currently being loaded on the MnGeo server and will become active shortly.

Changes will be announced on the Metro Geocoder web page,

<http://www.metrogis.org/data/apps/geocoder/index.shtml>

In addition to the above changes, a number of small errors in parcel data files and/or pre-processing have been found and either corrected or reported to Counties for correction.

ATTACHMENT C

Scope of Work Geocoder Extension for Landmarks (Place Names)

Submitted by: Nancy Read (for subset of Geocoder Team)

- a) Statement of project objective and why the requested funding is needed.**
The objective of the project is to expand the Geocoder service and application developed by a 2007 MetroGIS project, to include geocoding by landmark place name. Last year's funding (\$14,000) enabled development of open-source software and set up a geocoding web service using MetroGIS-sanctioned Parcel and Street layers. That service returns the x,y coordinates for a house number + street name or for an intersection of two street names. This new 2008 funding request would expand that service to return coordinates for a landmark or place name (e.g., park, school, hospital). Funding might also be used to improve the current landmark information available from TLG. The estimated cost for adding this functionality is \$5,000. This might also cover any additional minor revisions needed in the Geocoder code.
- b) How the proposed project conforms to a Regional GIS Project objective(s).**
This project improves the usability of current MetroGIS data, and expands a web service. In addition, it encourages development of a landmarks layer in conjunction with a private company, and could potentially be used as part of the Minnesota Structures CAP Grant under development by LMIC and the Governor's Council.
- c) Importance of the proposed project to implement a sustainable solution to a defined priority geospatial community need(s).**
Data is most likely to be maintained if it is actively used. Developing a web service makes it easier for many users to access a common data set.
- d) Activities necessary to achieve the project objective and relationship of the requested funds.**
A new guidance team will be assembled including members of the Geocoder Team who are interested in landmarks and some additional members with interest in structures. The team would handle hiring a programmer or other consultants as needed to expand the web service and explore landmark data maintenance. Funds would be used to pay those hired.
- e) Readiness for funding and status of any prerequisites (e.g., another software component, license agreement, etc.) that must be in place to proceed and their status.**
The existing Geocoding web service and software gives us a ready starting point for this project, and TLG has indicated interest.
- f) Description of the benefit to the MetroGIS community and those stakeholders that would be expected to realize the greatest benefit.**
Any stakeholders who would like to include look-up of locations by park name, school name, hospital name, etc. in their web sites could benefit from this web service. Users world-wide would benefit from the open source software developed, as with the current geocoder.
- g) Total value and description of required resources that would be leveraged if funding is awarded.**
The project would leverage the work done on the existing geocoder and existing TLG landmark layer, and we hope to also explore mutual benefits with the Minnesota Structures CAP Grant group.
- h) Effect of receiving funding approval if for less than the full amount requested.**
If less than the full amount is received, the project may be scaled back or delayed or done with a less robust approach.
- i) Time frame for project completion.**
We would expect completion within 1 year of receiving funding.

ATTACHMENT D

Scope of Work Improving Geocoder Service Performance with Local Data

5/29/2009

Prepared by Nancy Read (nancread@mmcd.org, 651-643-8386)

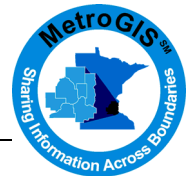
Descriptive analysis of the problem/need.

Geocoder as developed needs a small amount of work on how to set options, add local information to lexicon, and pre-process data sets to provide the high quality results expected by stakeholders, and we would like to improve local documentation. In addition, if the PAGC geocoder software was restructured it would be easier to use with other data formats or to replicate the existing service in other locations (for example, for load management)

- a) Who are the main stakeholders (users, data owners, etc)? – We know there are a large number of potential users, and we know that usage has increased to up to 97,000 hits/mo (April 2009), but we don't know much about specific actual users at this time. MMCD uses the geocoder web service in a production application daily. Other participants are considering switching to this geocoder after certain adjustments are made (see below) and as their own time allows.
- b) How does this need relate to other defined MetroGIS needs and key datasets? – The 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 could be used as a basic part of fulfilling many other potential projects, such as the Jurisdiction Finder.
- c) What are the key issues to resolving the need?
 - Dealing with the subtle workings of getting the Geocoder to perform as expected with our local data sets involves someone having a block of time to define the issues, understand how the data processing choices are set in the programming code, test the effect of different settings on local “problem” addresses, and come up with solutions either through entries in the lexicon, combinations of settings, or working with the programmer to make modifications in the underlying code. In addition we would like to document what would be “best practices” for our local data, to help others that may want to set up an in-house or similar service. It has been difficult for workgroup participants to find a large enough block of time (up to 160 hrs) to fully resolve these technical “tuning” issues.
 - 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

Approved strategy & funding to meet this need.

- a) Hire short-term help that can focus on resolving existing geocoder issues and improve documentation for other potential users. This could be done cooperatively with an organization such as the University of Minnesota and/or a local company. **Estimated cost: \$1000**
- b) Why is this the best strategy for MetroGIS? – The above projects not only improve the Geocoder for local users and broaden the user base, but also have potential to leverage public/private/nonprofit/academic partnerships and demonstrate how meeting local needs can have national/international benefits.



TO: Policy Board

FROM: Coordinating Committee Chairperson: Sally Wakefield (1000 Friends of Mn)
Staff Contact: Randall Johnson (651-602-1638)

SUBJECT: Accomplishments in 2009

DATE: January 8, 2010
(For Jan 27th Meeting)

REQUEST

That the Policy Board:

- 1) Accept the listing below of MetroGIS's major accomplishments during 2009.
- 2) Offer guidance for ways to overcome support limitations to expedite projects that act on MetroGIS's mission and which are important to maintaining relevancy to changing stakeholder needs.

COORDINATING COMMITTEE CONSIDERATION

At its meeting on December 17, the Coordinating Committee did not offer any additional accomplishments for 2009 other than those listed below.

CONTEXT - WHAT IS METROGIS ABOUT?

1. Mission: "...expand stakeholders' capacity to address shared geographic information needs through a collaboration of organizations that serve the Twin Cities metropolitan area." (Source: 2008-2011 MetroGIS Business Plan, page 9)

Stated another way, MetroGIS is about sustaining a forum through which policies are defined and implemented that allow its stakeholders to leverage one another's resources, as if a virtual enterprise, to collectively deal with shared information needs and, thereby, improve their respective GIS operations. Accomplishing this mission requires catalyzing and advocating for adoption of standards and best practices (data, services, and applications), resolving policy impediments (differences in access, licensing and liability requirements), and entering into sustained partnerships that allow organizations to sustain leveraging of one another's resources for a greater public benefit. These outcomes are accomplished through what is referred to as MetroGIS's "foster collaboration" function. MetroGIS's "foster collaboration" efforts also leverage the collaborative efforts of county based GIS users groups and the newly created MnGeo Statewide Geospatial Advisory Council.

Finally, MetroGIS's organizational structure, in particular the Policy Board, was created on the premise that these desired outcomes can not be effectively accomplished unless policy makers, representative of all key stakeholders, are actively engaged in dialogue to embrace opportunities for collaboration, design solutions to overcome obstacles, and advocate with their peers to implement desired solutions.

2. Regional Solutions Currently In Place: Currently, through MetroGIS's efforts, ten organizations (seven metro area counties, DNR, Metropolitan Council, and Population Center at the U of M) are serving in 23 defined custodian roles to support 8 MetroGIS-endorsed regional datasets and MetroGIS DataFinder.¹ The specifics of each of these regional (collaborative) solutions, the attendant custodian roles and responsibilities, and the organizations performing these responsibilities are defined in Regional Policy Statements² approved by the Policy Board. At the April 2010 Policy Board meeting, staff's intent is to bring a recommended regional policy statement for the Regional Geocoder Service to the Board for endorsement (see agenda item 5a).

MAJOR ACCOMPLISHMENTS IN 2009

¹ In spring 2010, a proposal is anticipated to officially recognize the MetroGIS Geocoder Service as a regional solution.

² See http://www.metrogis.org/data/policy_board.shtml. A link to each adopted Regional Policy Statement is provided in the second column entitled "Associated Endorsed Regional Dataset(s)".

Despite several delays experienced with major projects, substantive progress was made, in large part, because of resources contributed by several stakeholders. These major accomplishments included:

- ✓ **GIS Web Applications Contest:** The concept of hosting a GIS Web Application Contest was approved, a preliminary design was completed, and funds were included in 2010 budget. Contest Planning Workgroup members provided the resources to accomplish these achievements. Alison Slaats and Sally Wakefield of 1000 Friends of Mn assumed critical leadership roles.
- ✓ **Regional Street Centerline Agreement:** A 1-year agreement with NCompass was executed to extend the agreement that expired December 31. This agreement continues to provide all government and academic interests that serve the state with access the NCompass Street Centerline dataset without fee.
- ✓ **Regional Address Points Dataset:** Mn League of Cities agreed to assist with development of a liability disclaimer for data contributed by cities and a draft data access policy was created.
- ✓ **Regional GIS Projects:**
 - **Regional Geocoder Service:** The functionality provided by the Regional Geocoder Service was expanded to include searches by landmarks and compatibility with the endorsed regional parcel and street centerline datasets was enhanced. Nancy Read, with the Metropolitan Mosquito Control District served as the lead support.
 - **Proximity Finder Web Service:** In December, SharedGeo was authorized to begin development.
 - **Best Image Service:** A project scope and funding were approved.
- ✓ **Performance Measurement Plan:** A new Plan was adopted to align MetroGIS's performance measurement strategy with the objectives set forth in the 2008-2011 MetroGIS Business Plan. The previous Plan was adopted in 2002. KLD Consulting served as the lead support.
- ✓ **Coordination with Related Efforts:**
 - Several members of the MetroGIS's leadership corps helped shape the organizational structure for MnGeo and, in particular, the structure for the new Statewide Geospatial Coordinating Council.
 - Four members of the MetroGIS Policy Board and two members of the Coordinating Committee were appointed to serve on the Statewide Geospatial Coordinating Council: Policy Board Chairperson Schneider (MetroGIS), Member Reinhardt (Metro Counties), Member Pistilli (Metropolitan Council) and Alternate Member Swenson (At Large). Coordinating Committee Chair Wakefield (Non-Profit) and Coordinating Committee member Wencil (Federal).
 - Lessons learned via MetroGIS's experiences concerning organizational structure and performance measurement were integrated into a [white paper](#) ("*Proposal to Measure Progress Toward Realizing the NSDI Vision*") that was written by the Governance Subcommittee of the National Geospatial Advisory Committee. This paper provides a high-level framework for establishing a national governance mechanism and performance measures for the NSDI. The MetroGIS Staff Coordinator serves on the Subcommittee and he and Hennepin County Commissioner Johnson serve on the full NGAC. (See the [January 2010 Information Sharing](#) report for more.)

ACTIONS IN 2009 TO EXPEDITE ACTION

Procurement and Legal Review Modifications – Project Funding Provided by the Council: Hopefully changes made during 2009 to the Council's procurement procedures and reorganization of the its legal services department will result in more timely launch of MetroGIS projects – projects important to maintaining relevance to changing stakeholder needs.³ In addition, to aid in the transition to these new procedures, the 2010 MetroGIS work plan and budget (Agenda Item 5c) do not include a solicitation for Regional GIS Projects as has been the practice for the past several years. This remedial action was endorsed by the Policy Board at its October 2009 meeting.

Technical Leadership Workgroup – Surrogate Technical Coordinator: Had it not been for the members of the Technical Leadership Workgroup serving in the capacity of a surrogate Technical Coordinator,

³ See the Reference Section for more information on these changes.

substantially less progress would have been made in 2009. These individuals (see the Reference Section for the members) deserve special recognition and a big thank you. A thank you is also in order to the Metropolitan Council's GIS Unit for permitting Mark Kotz to assume a lead staff support role for this important workgroup.

Investigation of Supplemental Resources: The need to secure additional technical support was articulated in the 2008-2011 Business Plan. The Policy Board Chair has also stated on a number of occasions that a prerequisite for long-term sustainability is the securing of multiple funding sources.

In an attempt to address both needs simultaneously, the Staff Coordinator presented a concept to several stakeholder interests who have acknowledged they benefit greatly from MetroGIS's efforts. The **concept** involved **collaboratively funding a 3-5 year outsource contract** to retain the desired supplemental technical resource. All acknowledged interest in the idea. Unfortunately, a suitable multi-party mechanism for support of ongoing administrative costs (as opposed to defined deliverables) has not yet been identified. It is believed that a new organizational structure may be required to address this need, a structure capable of accommodating blended funding for ongoing support resources with authorization to expend these resources by a single entity.

MetroGIS's situation is not unique. This funding/organizational structure constraint applies to most, if not all, collaborative ventures across the country attempting to improve data sharing and interoperability of commonly needed geospatial data. As such, this lesson learned served as a driver for development of the NGAC white paper mentioned above. It is hoped that this paper will serve as a catalyst to engage the broad community in a long overdue dialogue to address organizational structure and performance measurement needs critical to realizing the vision of the National Spatial Data Infrastructure (NSDI).

In addition to continuing to explore organizational options via involvement in the work of the National Geospatial Advisory Committee, an application was also submitted on January 6th for a \$50,000 **2010 NSDI Cooperative Agreement Program (CAP) grant**. If awarded, this project is expected to provide quantitative evidence of public value created when organizations actively participate in data sharing and other geospatial related collaborative activities. The application narrative can be viewed at http://www.metrogis.org/teams/pb/meetings/10_0127/CAP%20Grant_MetroGIS%20Proposal_Combined%200Docs.pdf. Award announcements are anticipated in March.

RECOMMENDATION

That the Policy Board:

- 1) Accept the listing below of MetroGIS's major accomplishments during 2009.
- 2) Recognize that the Technical Leadership Workgroup has performed an extremely valuable service over the past year but cannot be expected to function at the level expected of dedicated support.
- 3) Offer guidance for ways to overcome technical support limitations to expedite priority projects important to maintaining relevancy to changing stakeholder needs.

REFERENCE SECTION

Example of Procurement and Legal Services Constraints Experienced in 2009:

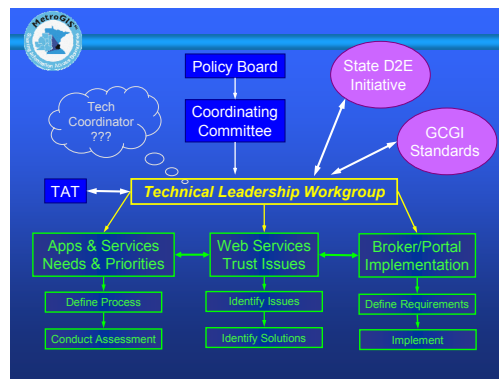
Less progress was been made on priority work objectives in 2009 than had been anticipated when they were adopted this time last year. The reasons are in large part related to changes in procurement procedures, lack of timely legal review, and limited availability of technical support. Inability to secure legal services also appears to be due in some part to the anticipated complexity of the intellectual property rights issues that need to be addressed for the proposed applications and web services.

Of particular note has been our the inability to secure legal services for over fourteen months to draft an agreement with Applied Geographics, the contractor selected to develop a web-based address editing tool. This project must be completed before work can commence on developing the actual regional address points dataset – the highest priority objective of MetroGIS. Another example is our inability to launch development of the proposed Best Image Service. Progress on this project has also been greatly slower than anticipated, again due to our inability to accomplish the required funding agreement with MnGeo. Delays associated with these higher priority projects also pushed back timelines for the leadership development plan, defining of shared application needs and associated solutions, designing a more fully functioning services broker, exploring methods for enhancing trust and reliability of shared services, streamlining access to data for first responders, and improving data sharing with adjoining counties.

The above mentioned delays not only affected projects ready to launch, it now appears that they also might be affecting our ability to interest consultants in submitting proposals. Case in point, it is possible that the performance metrics update project may be a casualty of the procurement delays encountered over the past year. A Request for Proposals was published on October 23 for this project. For the first time in over 14 years, and more tellingly in bad economy, no proposals were received.

Technical Leadership Workgroup

The Coordinating Committee authorized creation of this workgroup in March 2008. At its June 2008 meeting, the Committee authorized the Workgroup to proceed with a more integrated process of defining and addressing shared application and web service needs than had been originally anticipated when the workgroup was created. These revised scope of the workgroup is illustrated in the following schematic with the understand the members are volunteers and that the services of a technical coordinator are needed to accomplish this charge in a timely manner:



Technical Leadership Workgroup Members:

Marl Kotz, Metropolitan Council – Chairperson
Bob Basques, City of St. Paul
David Bitner, MAC
John Carpenter, Excensus
Chris Cialek, LMIC
Jim Maxwell, The Lawrence Group (TLG)
Robert Taylor, Carver County
Nancy Read, Metropolitan Mosquito Control District



TO: Policy Board

FROM: Coordinating Committee Chairperson: Sally Wakefield (1000 Friends of Mn)
Staff Contact: Randall Johnson (651-602-1638)

SUBJECT: 2010 Major Program Objectives and Budget – Final

DATE: January 8, 2010
(For the Jan 27th Meeting)

INTRODUCTION

Endorsement is requested from the Policy Board Committee for a final listing of major program objectives that it believes MetroGIS should strive to accomplish in 2010 and the accompanying “foster collaboration” budget of \$86,000; the same as for 2009.

PREVIOUS DIRECTION FROM THE POLICY BOARD AND COORDINATING COMMITTEE ACTION

- 1) The proposed final 2010 program objectives and budget presented herein are the same as the preliminary proposals endorsed by Policy Board in October; with the exception that “Execute the Next-Generation Street Centerline Data Access Agreement” has been added. When the preliminary 2010 work plan was developed, a multiple-year, street centerline agreement was anticipated which did not materialize. A one-year agreement was executed, which expires December 31, 2010. (See the [Major Project Update](#) report for more information.)
- 2) The Policy Board also previously concurred with the Committee’s philosophy that rather than trim back suggested 2010 program expectations, given the need for additional resources, it is important to describe an optimistic picture of the mix of outcomes likely if supplemental resources can be secured. As such, the detailed 2010 program objectives presented in Attachment A include an ambitious slate of activities: fourteen “very high” and five “high” priorities. Those activities that can not be accomplished without supplemental professional services and/or dedicated technical coordination resources are preceded by “**”.

OVERVIEW OF PROPOSED 2010 PROGRAM OBJECTIVES

Key outcomes sought in 2010 are as follows:

- Greatly expanded availability of web services and understanding of partnering opportunities to address shared information needs via hosting as web applications contest modeled after Washington D.C.’s Apps for Democracy contest
- Improved stakeholder capacities through successful completion of the two shared application projects approved in 2009 – Proximity Finder and Best Image Service
- Measurable progress on implementing a Regional Address Points Dataset
- Executed next-generation street centerline data access agreement
- Next-generation performance measurement metrics are assisting MetroGIS leadership to improve understanding of shared user needs and value of implemented solutions to shared needs (*Note, since the Board last viewed this objective, a federal grant has been submitted, that if awarded would provide \$50,000 in supplemental resources directly applicable to this objective.*)
- Progress on adding dedicated technical support resources to MetroGIS’s support team

RECOMMENDATION

That the Policy Board:

- 1) Approve the 2010 program objectives presented in Attachment A
- 2) Approve the 2010 “Foster Collaboration” budget presented in Attachment B.
- 3) Agree to reevaluate the 2010 budget and work plan by mid- year if dedicated supplemental technical support resources, consistent with the work program needs, are not able to be secured.

REFERENCE SECTION

RATIONALE FOR PROPOSED WORK PROGRAM PRIORITIES:

The following statements guided development of proposed work activities for the 2010 and their relative priority:

- Preferences of the Policy Board (e.g., ensure stakeholder needs are clearly understood and expand of outreach efforts to ensure that both key and non-traditional stakeholders are aware of MetroGIS's efforts.)
- Continued effort on several 2009 activities (Attachment A) that were not completed, in large part, because supplemental support resources were not secured as had been anticipated when they were defined.
- Priority activities identified in the 2008-2011 Business Plan not as yet included in a work plan.
- Needs identified over the past year (e.g., host Web Feature Services contest and develop actual implementation metrics for new performance measures)

MAJOR ASSUMPTIONS

The following major assumptions underlie MetroGIS's ability to continue to address shared information needs in a manner that creates public value:

- MetroGIS's approved by the Metropolitan Council 2010 "Foster Collaboration" function budget request will continue to be available.
- 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 a range of priority objectives.
- Agreed-upon roles and responsibilities for support of MetroGIS endorsed regional solutions, which have been accepted by stakeholder organizations, will continue to be performed in accordance with expectations.
- Representatives from key stakeholder organizations will continue to actively participate in MetroGIS's efforts to define and implement sustainable solutions to shared geospatial needs.

PERFORMANCE MEASUREMENT –PHASE II

At its October meeting, the Policy Board adopted a [Performance Measurement Plan](#) to set the context for development of specific performance metrics, a project identified in this report as a 2010 priority. A Request for Proposals (RFP) for assistance with development of these metrics was published on October 23. No proposals were received.

The Committee concurred with postponing republishing this RFP until it is known whether MetroGIS will be awarded a 2010 CAP Grant for an ROI Study. Award announcements are anticipated in March. The application, which was submitted on January 6th can be viewed at http://www.metrogis.org/teams/pb/meetings/10_0127/CAP%20Grant_MetroGIS%20Proposal_Combined%20Docs.pdf

SUPPLEMENTAL PROFESSIONAL SERVICES

The proposed 2010 MetroGIS "foster collaboration" budget as presented herein allocates funding to acquire supplemental professional services to assist the Staff Coordinator with support of several non-technical project responsibilities. A preliminary scope of work for a proposed multiple-year contract is under development awaiting Board approval of a 2010 work plan and corresponding budget. The proposed contract would replace the 5-year contract with the firm Richardson Richter Associates that expired December 2008.

ATTACHMENT A

MetroGIS 2010 Program Objectives

(Changes are as recommended by the Coordinating Committee on December 17, 2009)

(**Indicates an activity that is at least in part dependent upon securing additional technical leadership and coordination resources).

Proposed Objective (Numbers intended to designate relative importance)	Proposed Priority	Comments	Lead Responsibility
1. Sustain traditional "foster collaboration" support activities ^(a) . (see Item 5)	Very High	<u>Ongoing.</u> Directive set forth in the 2008-2011 Business Plan. Need to secure planned Supplemental Professional Services Contractor to increase time available to expand outreach effort called for in July 2009. RFP process expected to be published fall 2009.	Designated Custodians and Staff Coordinator
2. Continue to seek addition of dedicated Technical Coordinator and technical administrative resources to the MetroGIS support team	Very High	<u>Carry over from 2009.</u> Changed tactic to investigating potential for 3-5 year outsource contract funded by multiple beneficiaries, as opposed to a permanent new position. Until these dedicated resources are secured, the Technical Leadership Workgroup will continue to fill this role to the extent possible. Objectives preceded with "***" can not be fully achieved without these additional resources.	Staff Coordinator with advice from Technical Leadership Workgroup -- Mark Kotz, Chair
3. Execute the Next-Generation Street Centerline Data Access Agreement (Added at 12/17/09 Coordinating Committee meeting)	Very High	The current agreement will expire 12/31/10. A RFP is anticipated to be published late winter.	Staff Coordinator
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>Carry over from 2009.</u> Applied Geographics has been selected to develop this application. Need to execute a contract before work on the actual database can begin. Once this application is developed, work on the actual regional dataset can begin.	Address Workgroup - Mark Kotz/Nancy Read Co-project mangers.
5. **Pursue implementation of solutions to specific shared needs for applications and web services specifically via: a) Implementation of Best Image Service (2009 funded project) b) Government Service Finder Prototype (2009 funded project) c) Host a Web Feature Services contest modeled after the Apps for Democracy contest hosted by Washington D.C.	Very High Very High Very High	<u>Ongoing.</u> Although a component of ongoing support, this generic objective is called out as a separate activity to call attention to the 3 specific projects, which involve MetroGIS funding - 2 approved and 1 proposed.	Each of the three project workgroups that proposed these projects with advice from the Technical Leadership Workgroup - Mark Kotz, Chair.
Part of 5c. **Populate metadata for GeoServices Finder, including creation of a template to promote standardization	Very High	<u>Carry over from 2009.</u>	

<p align="center">Proposed Objective (Numbers intended to designate relative importance)</p>	<p align="center">Proposed Priority</p>	<p align="center">Comments</p>	<p align="center">Lead Responsibility</p>
<p>6. 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.</p>	<p align="center">Very High</p>	<p>These efforts should be coordinated with the development and implementation with the surveys proposed for the next-generation Performance Measures Plan expected to be endorsed October 2009.</p> <p>This expanded outreach initiative should also be designed 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”</p>	<p>Staff Coordinator in conjunction with supplemental professional services to assist with defining the methods and materials.</p>
<p>7. Develop specific performance measure methods (measures of public value) to implement 2009 Performance Measurement Plan</p>	<p align="center">Very High</p>	<p>Second phase of the Performance Measurement Plan update process accomplished in 2009. The first phase was designated as a Very High priority. The Updated Plan calls for annual assessments of stakeholder satisfaction with MetroGIS’s efforts via surveys.</p> <p>Coordinate performance measurement survey design with development of research method for second generation shared information needs evaluation (Item 8)</p>	<p>Staff Coordinator in conjunction with supplemental professional services</p>
<p>8. **Conduct second-generation identification of shared information needs. Phase I Only– Define research method.</p>	<p align="center">Very High</p>	<p>Identified in the Business Plan as a 2009 objective to be conducted in conjunction with shared application needs assessment but not previously included in an annual work plan (Item “d”. Section I of the Business Plan” (Attachment C of this report).</p> <p>In November 2008, a forum was hosted to identify shared application and service needs. The information gained only partially addresses the larger scope intended by this objective.</p> <p>The emphasis on actions to understand and act on emerging needs proposed in the new Performance Measurement Plan complements this objective, as is the call to continually assess user satisfaction via surveys and peer review forums.</p>	<p>Staff Coordinator with advice from the TLW</p>
<p>9. 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</p>	<p align="center">Very High</p>	<p><u>Carry over from 2009.</u> Related to Objective 3, a priority need identified by the new Policy Board Chair spring 2009. Dependent upon securing the planned Supplemental Professional Services Contractor</p>	<p>Staff Coordinator in conjunction with supplemental professional services</p>
<p>10. Streamline Data Access for Emergency Responders</p>	<p align="center">Very High</p>	<p><u>Carry over from 2009.</u> A workgroup made progress in 2009 to define the issues but was unsuccessful in developing a strategy to address the need.</p>	<p>Workgroup, Gordon Chinander, Chair</p>

<p align="center">Proposed Objective (Numbers intended to designate relative importance)</p>	<p align="center">Proposed Priority</p>	<p align="center">Comments</p>	<p align="center">Lead Responsibility</p>
<p>11. Investigate organizational/governance structure changes necessary to effectively address priority shared geospatial needs</p>	<p align="center">Very High</p>	<p>Carry over from 2009. A related initiative to explore partnering opportunities with non-government interests. The idea was explored with several local content experts who possess desired expertise. Although interest was expressed, no substantive progress was made. As this topic is also a high priority of the National Geospatial Advisory Committee, in particular its Governance Subcommittee, the Staff Coordinator elected to integrate MetroGIS's experience and needs into a white paper developed by the Governance Subcommittee and endorsed by the full National Geospatial Advisory Committee (NGAC) on 12/2/09.</p>	<p>Staff Coordinator</p>
<p>12. ** Pursue implementation of a more fully developed geographic data, applications and service broker</p>	<p align="center">High</p>	<p><u>2009 objective postponed to 2010</u> per Policy Board decision on July 22, 2009</p>	<p>Technical Leadership Workgroup - Mark Kotz, Chair</p>
<p>13. ** Explore methods for Enhancing Trust in reliability of shared services.</p>	<p align="center">High</p>	<p><u>2009 objective postponed to 2010</u> per Policy Board decision on July 22, 2009.</p>	<p>Technical Leadership Workgroup - Mark Kotz, Chair</p>
<p>14. 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.</p>	<p align="center">High</p>	<p><u>Carry over from 2009.</u> 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.</p>	<p>Staff Coordinator in conjunction with supplemental professional services</p>
<p>15. ** Establish and leverage working relationships with jurisdictions adjoining the Twin Cities metropolitan area to improve data interoperability with those jurisdictions</p>	<p align="center">High</p>	<p><u>Carry over from 2009.</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</p>	<p>Staff Coordinator in conjunction with advice from Technical Leadership Workgroup</p>
<p>16. **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</p>	<p align="center">High</p>	<p><u>Carry over from 2009.</u> Dependent upon securing a qualified Supplemental Professional Services Contractor - see Priority No. 1. The original 2009 objective called for completing this plan. 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.</p>	<p>Staff Coordinator in conjunction with supplemental professional services</p>
<p align="center">STRETCH OBJECTIVES TIME AND RESOURCES PERMITTING</p>			
<p>17. **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)</p>	<p align="center">Medium</p>	<p>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</p>	

Proposed Objective (Numbers intended to designate relative importance)	Proposed Priority	Comments	Lead Responsibility
18. ** Make substantive progress to achieve vision for next generation (E911-compatible) Street Centerline Dataset	Medium	Postpone until Peer Review Forum hosted for current NCompass (TLG) Street Centerline Dataset	
19. Refresh design of MetroGIS website	Medium		
20. ** Create a forum for visioning, coordinating, finding, and funding technical resources for the development and testing of applications and web services.	Low	Premature use of limited resources until work completed to identify priorities for shared application needs.	
21. ** Explore Geospatial Marketplace – (Collaboration Registry/Portal)	Low	The TAT considered this idea at its April 17, 2008 meeting and did believe it to be a good use of resources, given other higher priorities at this time.	
22. Expand Outreach Plan to include a marketing component	Low	Policy Board directive July 2007 distinguishes marketing from outreach	
23. Investigate impact of cost recovery on ability to achieve desired data sharing	Low	Identified as a need in Appendix K to the 2008-2011 Business Plan	
24. ** Conduct Peer Review Forums for endorsed regional solutions to shared information needs	Low	<u>Carry over from 2009.</u> Dependent upon availability of supplemental technical and administrative support. Should be coordinated with Item #8 and surveys associated with performance metrics. <i>NOTE: The Chair of the Technical Leadership Team believes that Item 8, if conducted, will achieve the purpose of this objective. Therefore, it can be assigned a low priority until after the second generation needs are known.</i>	

(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

2010 MetroGIS Foster Collaboration Budget

(SEE THE DOCUMENT ON THE FOLLOWING PAGE)

ATTACHMENT B

**2010
MetroGIS "Foster Collaboration" Function Budget**
(Funding provided by the Metropolitan Council)

		2009	2010
Main Activity	Sub-Activity	Approved	Final Proposal
Professional Services/Special Projects		\$56,000	\$55,500
	A. Identify and Implement Solutions to Specific Shared Information and Application Needs		
	(1) Host Web Feature Services Contest (assumes other partners) - <i>Priority 5</i>		\$15,000
	(2) Populate Metadata for Geoservices Finder (in conjunction with A1) - <i>Priority 5</i>		\$3,500
	(3) Project Plan/Outreach Tactics/Develop Framework for Regional Address Points Dataset - <i>Priority 4</i>		\$10,000
	(4) Conduct Second -Generation Shared Information Needs Analysis / Ensure Stakeholder Needs are Understood - <i>Priority 8</i>		Part of B(1)
	(5) Regional GIS Projects	\$35,000	\$0
	B. Organizational Development and Communication Projects		
	(1) Develop Performance Measurement Methods to Implement New Plan Adopted 2009 - <i>Priority 7</i>		\$15,000
	(2) Develop a Plan to Address Known Risks and Obstacles to Sharing (e.g., Security, Licensing, Budgets, etc.) ⁽ⁱⁱ⁾ - <i>Priority 16</i>	\$7,000	\$7,000
	(3) Develop new Communications/Outreach Plan - <i>Priorities 6 & 9</i>	\$3,000	\$3,000
	(4) Design New Outreach Materials (See below for printing) ⁽ⁱ⁾ - <i>Priorities 6 & 9</i>	\$8,000	\$2,000
	(5) Leadership Development Plan (based upon 10 key elements defined in 2008)	(iii)	(iv)
	C. Technical Coordinator Outsource Contract (assumes other partners 3+/- year pilot)		TBD^(v)
	D. DataFinder - Contingency Fund for Unexpected Repairs (covered in new license 2010+)	\$3,000	\$0
Data Access/Sharing Agreements	Regional Parcel Data Sharing Agreement (contract payments to counties per 2009-2011 agreement)	\$28,000	\$28,000
Outreach		\$1,600	\$2,100
	Printing Outreach Materials (e.g., Information Brochure) Item B(4) must precede. ^(vi)	\$0	\$500
	Advocacy/Networking Mileage (200 m/mo x \$.48/mile = \$1,152) ^{(vii) (viii)}	\$1,200	\$1,200
	Annual Report/Informational Brochure (see above)		
	• <i>Postage – 800 postcards (\$0.30=\$240) in addition to 1500+ via email</i>	\$300	\$300
	• <i>Minimal for other communications</i>	\$100	\$100
Misc Office		\$400	\$400
	Website Domain registration (www.metrogis and www.datafinder - \$20/ea)	\$40	\$40
	Specialty Team/Forum Support Materials	\$360	\$360
	TOTAL NON-STAFF PROJECT FUNDS	\$86,000	\$86,000
Dedicated Staff Support		TBD	TBD
	Grand Total	TBD	TBD
NOTES:			
	⁽ⁱ⁾ Development/update of outreach materials to follow Outreach Plan Update project. See Item B(2).		
	⁽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) TBD. If sufficient budgeted funds remain uncommitted as of the October Policy Board meeting and carry over of uncommitted funds to 2010 is permitted.		
	^(v) If other sources of funding are determined to be potentially available, decide how much of MetroGIS's funds should be redirected.		
	^(vi) Rely on Internet and on-demand printing for handouts		
	^(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: Policy Board

From: Coordinating Committee Chairperson: Sally Wakefield (1000 Friends of Mn)
Staff Contact: Randall Johnson (651-602-1638)

Subject: Regional Policy Statement – Socioeconomic Web Resources Site

Date: September 28, 2009 (*Postponed from October Meeting Agenda*)
(*For Jan 27th Meeting*)

INTRODUCTION

During this past year significant enhancements were made to the MetroGIS Socioeconomic Web Resources Page under the direction of William (Will) Craig, Associate Director, CURA, University of Mn. These enhancements, in turn, have resulted in several suggested refinements to the Regional Policy Statement that governs the Socioeconomic Web Resources Page.

The purposes of this agenda item are:

- 1) Share these significant enhancements with the Policy Board.
- 2) Formally update the Regional Policy Statement that governs operation of the Socioeconomic Web Resources Page.
- 3) Provide Will Craig with an opportunity to personally explain this valuable resource to the Policy Board.

COORDINATING COMMITTEE RECOMMENDATION

At its meeting on September 10th, the Coordinating Committee unanimously recommended approval of the proposed changes to the policy statement outlined herein.

BACKGROUND

Initial Launch of Web Page: In 2004, the Policy Board adopted a Regional Policy Statement (Attachment A), which officially acknowledged the MetroGIS Socioeconomic Web Resources Page as a regional solution to the “socioeconomic characteristics of areas” shared information need. The University of Minnesota’s Minnesota Population Center assumed the role of regional custodian. The Population Center works with Center of Urban and Regional Affairs (CURA) and others to keep this page current.

This web page (http://www.datafinder.org/mg/socioeconomic_resources/index.asp) became operational in early 2005. Information about the history of the site can be viewed at http://www.metrogis.org/data/info_needs/socioeconomic_characteristics/index.shtml

Recent Refinements: Data development work for the Transitway Impact Research Program (Attachment B) was the impetus for the significant refinements to the Socioeconomic Web Resources Page; the subject of this report. The rationale and methodology used in adding **9 new data sources** are also described in the attachment. **In addition** to what is reported there, Excensus and other commercial data sources have been added as alternatives to public sources. This move to include commercial databases was part of the originally conceived Phase II Plan.

In addition to new data sources, links have also been added to the socioeconomic webpage to four comprehensive socioeconomic websites: Twin Cities Compass, M3D, MetroMSP, and the Metropolitan Council GIS Site. These resources replace DataPlace, a source formerly supported by Fannie Mae that no longer exists.

REGIONAL POLICY STATEMENT REFINEMENTS

When the subject Web Resources Page was initially developed and described in the initial Regional Policy Statement adopted in October 2004, the workgroup referred to their accomplishments as Phase I. Phase II was originally intended to focus on datasets not freely available; i.e., commercial datasets.

Recently, an opportunity to make progress on the desired Phase II outcomes was recognized via *Transit Impact Research Program* (TIRP); an initiative of the Hennepin County-University of Minnesota

Partnership. The TIRP program is supported by the University's Center for Transportation Studies and the State and Local Policy Program (SLPP) at the Humphrey Institute of Public Affairs. The effort to document these Phase II-related resources was led by Will Craig, who also chaired of the Phase I Workgroup. Craig was assisted in the current effort by Amy West, Jason Borah, John Carpenter, and Tanya Mayer.

The TIRP project was created to find data that would be helpful to researchers looking at various aspects of transit improvements, starting with the Hiawatha Light Rail Transit line. Researches at the Humphrey Institute of Public Affairs had documented those data needs in a 2006 report [Inventory of Data and Research on the Economic and Community Impacts of the Hiawatha LRT](#). Most of the data needs were already available in DataFinder's Socioeconomic Research page. A search was conducted for missing sources. Another two data categories and 6 data sources were located and added. At the same time, significant updates were made to 5 of the existing data sources; for example adding building permit data to the Metropolitan Council data page and Commercial real estate was added to the Realtors page.

Part of this work identified commercial datasets that could be important to TIRP research. As the designated Regional Custodian for Socioeconomic data, the Minnesota Population Center accepted its responsibility "to maintain the content of the MetroGIS Socioeconomic Web Resources Page" and added this information. Such work had been postponed until a "Phase II" – originally anticipated to begin in 2005. The Minnesota Population Center (and CURA) believe this is part of their regular custodian role and that the Regional Policy Statement should be updated to delete reference to Phase I. For instance, they continue to watch for any and all changes in data available, such as the coming addition of Revenue Dept income and sales tax data.

RECOMMENDATION

That the MetroGIS Policy Board:

- 1) Concur with the Coordinating Committee's finding that as the web page now includes data that was originally intended to be part of a Phase II effort, and the custodians are committed to continuing to monitor opportunities to improve upon the resources searchable – public and private – **the Phase I label and related language should be officially removed from the Regional Policy Statement, as illustrated in Attachment A.**
- 2) The members, if not currently aware, are **encouraged to become familiar** with the Socioeconomic Web Resources Page and encourage broader use via their respective interest groups.

ATTACHMENT A

Version **42.0**

Policy Board Adoption:

October 27, 2004 *and Pending January 27, 2010*

REGIONAL SOCIOECONOMIC CHARACTERISTICS OF AREAS PRIORITY INFORMATION NEED POLICY SUMMARY **PHASE I**

Regional Data Specifications

DESIRED SOCIOECONOMIC CHARACTERISTICS OF AREAS DATA SPECIFICATIONS

The **Phase I** solution to MetroGIS Socioeconomic Characteristics of Areas Information Need focuses on the priority socioeconomic information needs¹ of the MetroGIS community that can be satisfied with existing published data. These data are published by a number of organizations including federal, state, metropolitan, county, ~~and~~ non-profit authorities, and commercial entities. To help the user community more easily locate data with specifications consistent with identified desired characteristics, MetroGIS facilitated the development and long-term maintenance of the Web-based Socioeconomic Resources Page at (www.datafinder.org/mg/socioeconomic_resources/index.asp).

The subject data have simply been cited and summarized in the Resources Page, along with information about how to obtain them. The producers have not been contacted, other than to clarify descriptions of their respective data holdings.

Roles and Responsibilities

A. PRIMARY CUSTODIAN

Numerous entities including federal, state, metropolitan, county, ~~and~~ non-profit authorities and commercial entities.

B. PRIMARY CUSTODIAN RESPONSIBILITIES

No agreement has been sought by MetroGIS with any of the many cited primary producers. Each of the cited data sources is a long-time, trusted publisher of data that is a product of their respective internal business needs.

C. REGIONAL CUSTODIANS

The University of Minnesota's Minnesota Population Center has accepted custodian responsibility to maintain the content of the MetroGIS Socioeconomic Web Resources Page (www.datafinder.org/mg/socioeconomic_resources/index.asp) and the Metropolitan Council has accepted custodial responsibility for the hardware, software and related support necessary to provide access to the Socioeconomic Resources Page via the Internet.

D. REGIONAL CUSTODIAN RESPONSIBILITIES

1. Content of Resources Page:

The University of Minnesota's Minnesota Population Center has accepted the following custodial responsibilities:

- a) **Maintain Technical Integrity:** Periodically check the URL links to data sources cited in the Resources Page to make certain they are still live. If a link is broken, they will research and replace the link. This activity will occur comprehensively at least one time per year (*December*) according to a schedule approved by the MetroGIS Coordinating Committee, and as notified by users. All changes will be conveyed to the Metropolitan Council GIS Department in a format, acceptable to both parties, that clearly communicates the changes proposed.
- b) **Monitor Currency of Site Content:** Inform MetroGIS, via the MetroGIS Staff Coordinator, of any new socioeconomic data sources that provide sub-state and/or sub-regional information, which MetroGIS should consider adding to the Resources Page (for example, the American Community Survey (ACS) when it begins delivering more complete data coverage.) In this case, the regional custodian will draft text for a *Data Source* page on ACS along with new entries for the *Data Resource Page*. The Custodian will spend 2 hours per month on discovery of new data sources.
- c) **Monitor User Satisfaction:** Participate in forums/discussions sponsored by MetroGIS that pertain to the Socioeconomic Data Resources Page and participate in subsequent discussions about which recommended enhancements to implement. Answer user questions related to data content whenever possible.

2. Maintenance of the Web server

The Metropolitan Council has accepted the following custodial responsibilities:

- a) **Provide Server Support:** Provide and maintain all hardware, software and related support necessary to host the Socioeconomic Data Resources Page in an Internet environment, including but not limited to data archive, backup, retrieval and disaster recovery. [Check for broken links and report problems to the content team.](#)
- b) **Implement Resource Page Changes:** Upon notification from the MetroGIS Staff Coordinator of approved changes to the Resources Page, modify the site to implement these changes.
- c) **Manage Feedback Link:** Comments obtained via the feedback link from the Resources Page will be consolidated not less than quarterly.
- d) **Communicate Feedback to MetroGIS:** Feedback received via the Resources Page link will be transmitted periodically to the MetroGIS Staff Coordinator who will share it with the Coordinating Committee for direction.

E. METROGIS RESPONSIBILITIES

Monitor Satisfaction and Oversee Implementation of Desired Improvements: As requests and/or opportunities become known through user feedback and following major data release events, such as the decennial Census, the MetroGIS Coordinating Committee will provide direction to the Minnesota Population Center as to MetroGIS's preferences to address such matters. MetroGIS will also host a Data Users Forum every 3-5 years, [beginning in Spring 2005](#) or as otherwise determined by the Coordinating Committee, to obtain feedback from the MetroGIS community as to desired enhancements to the Resources Page and any associated data access, content, documentation and/or distribution policy(ies). [The review of available and desired data resources conducted for the TIAP project in 2006 served as the first user satisfaction forum.](#)

¹ The research conducted by MetroGIS to identify the community's priority socioeconomic information needs is summarized at http://www.metrogis.org/data/info_needs/socioeconomic_characteristics/index.shtml#data.

ATTACHMENT B

Transitway Data Management Project **Transitway Impacts Research Program**

CTS Project #2009072

June 2009 Draft Report

(Submitted by Will Craig, Associate Director, CURA)

Introduction

This project is intended to provide data to research studies measuring the impacts of new Transitways in the Twin Cities region. It also is intended to archive data from existing studies so they can be used again in future studies.

The project is funded by the *Transitway Impacts Research Program*. TIRP intends to measure the economic, travel, and community impacts of new transitway corridors. Several studies have already been funded related to the Hiawatha Light Rail Transit (LRT) corridor. TIRP is an initiative of the Hennepin County-University of Minnesota Partnership. It is supported by the University's Center for Transportation Studies and the State and Local Policy Program (SLPP) at the Humphrey Institute of Public Affairs. Funding is being provided by Anoka, Dakota, Hennepin, Ramsey, and Washington counties; Metro Transit and the Metropolitan Council; and the Minnesota Department of Transportation. Additional partners include the cities of Minneapolis and St. Paul.

TIRP has a need to address three kinds of data issues in order to facilitate future research. First, it needs to document (and archive) data that has been collected and used as part of current research. Second, it needs to identify key data sources that should be used in transit research and will be available when needed, e.g., US Census. Third, it needs to identify more ephemeral data that needs to be collected, documented, and archived now, so that it is available to provide a "before" picture within the corridors.

DataFinder and Metadata¹

The suggested tool for achieving these outcomes is DataFinder, a website developed by MetroGIS. DataFindersm is a one-stop-shop for discovering geospatial data pertaining to the seven-county, Minneapolis-St. Paul Metropolitan Area. Its primary function is to facilitate sharing of GIS (Geographic Information System) data. DataFinder is essentially an online catalog of datasets that supports data sharing. More than 200 datasets are available, all fully documented. These datasets are indexed in a catalog using 19 standard categories, but can be found using keyword searches and geographic extent tools. Those tools will make it easy for future TIRP researchers to identify and find they need to support their projects. DataFinder often allows direct access to the data for download or as a Web Mapping Service. It always provides key contact information about the data custodian. See www.datafinder.org.

DataFinder is maintained by the GIS staff at the Metropolitan Council as part of its support for the MetroGIS data sharing collaborative. The Council has significant need for data developed by others, so this also helps meet their own business needs. Most of the data listed in DataFinder is also stored on their computers, but other regional custodians host data too.

Each dataset is documented with formal Metadata. A metadata record is a file of information, usually presented as an XML document, which captures the basic characteristics of a data or information resource. It represents the who, what, when, where, why and how of the resource. Geospatial metadata are used to document geographic digital resources such as Geographic Information System (GIS) files, geospatial databases, and earth imagery. A geospatial metadata record includes core library catalog elements such as Title, Abstract, and Publication Data;

geographic elements such as Geographic Extent and Projection Information; and database elements such as Attribute Label Definitions and Attribute Domain Values.

In Minnesota, people use the *Minnesota Geographic Metadata Guidelines* as documented at <http://www.gis.state.mn.us/stds/metadata.htm>. This guideline was adapted from the standard developed by the Federal Geographic Data Committee by the Standards Committee of the Minnesota Governor's Council on Geographic Information in order to provide a streamlined implementation of that standard while retaining the essence of its original content. The Guidelines are an official state guideline adopted by the state Office of Enterprise Technology.

Socioeconomic Resources Guide

The Socioeconomic Resources section of DataFinder is an exception to the above rules. This page directs people to Census and other data that is well documented using other approaches. It also directs people to organizations and offices that can provide useful socioeconomic data, but have not considered themselves GIS practitioners; an example is the County Sherriff offices that maintain records about housing foreclosures. To be complete, this section also directs people to well-documented datasets within MetroGIS and other data resource websites. See http://www.datafinder.org/mg/socioeconomic_resources/.

The Socioeconomics Resource section matches well with the needs of this TIRP project. It will form the base for archiving and documenting data resources useful to transit impact studies. It already contains much useful information. Data is organized into 7 types of categories. Some 25 data providers are identified. In each instance data is either provided directly or contact information is provided so users can request data and get answers to questions about the data.

Data Categories

- Crime
- Demographics (place of residence)
- Employment locations
- Housing
- K-12 school data
- Location of services
- Transportation issues

Data Sources

- County Community Services
- County Sheriff
- Home Mortgage Disclosure Act (HMDA)
- Hunger Solutions Minnesota
- Independent School Districts
- MetroGIS
- Metropolitan Council
- MN Child Care & Referral Network
- Mn Dept. of Education
- Mn DEED
- Mn Dept of Health
- Mn Dept of Human Services
- Mn Dept of Public Safety
- Land Management Information Center
- State Demographic Center
- National Center for Education Statistics
- Twin Cities Realtors
- US Bureau of Economic Analysis
- US Internal Revenue Service
- US Census Products
 - Census Transportation Planning Package
 - County Business Patterns
 - County-to-County Worker Flows
 - Current Population Survey
 - Economic Census
 - US Census of Population & Housing

A sample query on the data category *location of services* will retrieve the following answer.

Location of services			
Information Need	Data Source(s)	Minimum Mapping Resolution	Time Frequency
Child Care Providers	MN Child Care Resource and Referral Network	Address	Continuous
Food Shelves	Hunger Solutions Minnesota	Address	N/A
Licensed Human Service Providers	MN Department of Human Services	Address	Monthly
Schools	MetroGIS	Block	Quarterly
	MN Land Management Information Center	Address	Annually
Workforce Centers	MN Department of Employment and Economic Development	Address	Continuous

If child care providers were the issue, the user would click on that data source and get the response shown below. The Child Care Network site provides direct access to individual child care centers, but the Network may be willing to provide a database of all centers for a given area. The Socioeconomic data page for the MN Child Care Resource and Referral Network data source is shown below. This is one of the less complex data sources, chosen to keep this narrative relatively brief.

MN Child Care Resource and Referral Network

Comments about this data source:
The online statewide database contains over 10,000 providers. It is updated regularly by local child care resource and referral agencies.

Time Series:
Current data on line.

How to access data:

- Click on "Search for Child Care" at <http://www.mnchildcare.org/>

What Data Does TIRP need?

This question has two parts. One part is to identify the kind of data that could be useful in a transit impact study. Much of that work has already been done by the Humphrey Institute. The other part is to identify ephemeral data that must be captured now if it is going to be available when needed for a transit study. That work will be done in the fall of 2009 in consultation with the TIRP.

The 2006 report Inventory of Data and Research on the Economic and Community Impacts of the Hiawatha LRT identified 17 different categories. Those categories are listed here, but the report provides more detail. See Appendix D of

http://www.hhh.umn.edu/centers/slp/pdf/reports_papers/data_research_hiawatha_lrt.pdf

- Business (e.g. number of employees, retail sales)
- Commercial (e.g., square footage, rental rates, vacancies)
- Construction-Demolitions-Improvements

-
- Crime and Safety
 - Demographics
 - Industrial (same as Commercial)
 - Land Use & Zoning
 - Live-Work (e.g., tenure, quality of life, commute)
 - Method of Payment (e.g., type of transit ticket, where purchased)
 - Operations & Maintenance (e.g., train schedule delays, total miles, car usage)
 - Parking (e.g., availability around stations)
 - Property Values (e.g., valuations and sales prices)
 - Quality of Transit Services
 - Residential (e.g., vacancies, rents, owner occupied)
 - Taxes
 - Traffic Count
 - Travel Behavior

What Data Should Be Added to DataFinder?

Much of the data detailed in the Humphrey Institute paper is already available in DataFinder and its Socioeconomic Resources pages. A few new data sources and categories have been identified and are being added. Community surveys, parking surveys, and similar unique data collection efforts are not listed here because there is no organization with an ongoing to commitment to collect and provide such data. We know that Xcel Energy could provide data on housing vacancy and turnover, but they are reluctant to do this both because of privacy concerns and because of lack of economic returns for producing such data.

Specifically, the new data sources that will be added to DataFinder's Socioeconomic Resources page are:

- Minnesota Commercial Association of Realtors (for commercial and industrial properties)
- Local Employment Dynamics (for current information on place of work, place of residence, and interrelationship between the two)
- MetroMSP (for data on current property listings, local businesses, and employment)
- MetroTransit (for data on ridership, rider surveys, and crime on transit)
- Mn Department of Revenue (for new Block Group level data on income, income taxes, and sales taxes)
- Mn Department of Transportation (for data on traffic counts on major roads, but reference to contact individual cities for counts on minor roads)
- US Postal Service (for vacancy rates)
- Building Permits (for improvements, new construction, and demolitions)
- Housing Link (for affordable housing)

Two new data categories will be added

- Building Permits
- Taxes (including income, sales, and property taxes)



TO: Policy Board

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

SUBJECT: Mn Statewide Geospatial Advisory Council (MGAC) – Summary of 1st Meeting

DATE: January 7, 2010
(For Jan 27th Meeting)

INTRODUCTION

The purpose of this agenda item is to provide an opportunity for members of MetroGIS’s leadership, who are also members of the newly created Mn Statewide Geospatial Advisory Council (MGAC), to share their observations about the first meeting of the Council that was held on January 7.

COORDINATION OPPORTUNITY

Six individuals who are involved in the leadership of MetroGIS are also members of the Mn Statewide Geospatial Advisory Council. They are:

- Policy Board Chair Terry Schneider
- Policy Board member Victoria Reinhardt
- Policy Board alternate member Gary Swenson
- Policy Board member Tony Pistilli
- Coordinating Committee Chair Sally Wakefield
- Coordinating Committee member Ron Wencil

BACKGROUND ON MNGeo

The Mn Statewide Geospatial Advisory Council is one of two councils that advise the Mn Chief Geospatial Information Officer (MCGIO). The other is comprised solely of state agency representatives. The MCGIO position is currently held by David Arbeit, who directs the Mn Geospatial Information Office (MnGeo). David is also a charter member of the MetroGIS Coordinating Committee. MnGeo was created by the Legislature last May.

An excerpt from the Legislation that created MnGeo, pertaining to MnGeo’s responsibilities and authorities, is provided in the Reference Section. The 23 members who comprise the Mn Statewide Geospatial Advisory Council are also listed in Attachment A.

RECOMMENDATION

No action is requested.

REFERENCE SECTION

Excerpt From the Legislation that created MGIO

Subd. 2. **Responsibilities; authority.**

The office has authority to provide coordination, guidance, and leadership, and to plan the implementation of Minnesota's geospatial information technology. The office must identify, coordinate, and guide strategic investments in geospatial information technology systems, data, and services to ensure effective implementation and use of Geospatial Information Systems (GIS) by state agencies to maximize benefits for state government as an enterprise.

Subd. 3. **Duties.** (a) The office must:

- (1) coordinate and guide the efficient and effective use of available federal, state, local, and public-private resources to develop statewide geospatial information technology, data, and services;
- (2) provide leadership and outreach, and ensure cooperation and coordination for all GIS functions in state and local government, including coordination between state agencies, intergovernment coordination between state and local units of government, and extragovernment coordination, which includes coordination with academic and other private and nonprofit sector GIS stakeholders;
- (3) review state agency and intergovernment geospatial technology, data, and services development efforts involving state or intergovernment funding, including federal funding;
- (4) provide information to the legislature regarding projects reviewed, and recommend projects for inclusion in the governor's budget under section 16A.11;
- (5) coordinate management of geospatial technology, data, and services between state and local governments;
- (6) provide coordination, leadership, and consultation to integrate government technology services with GIS infrastructure and GIS programs;
- (7) work to avoid or eliminate unnecessary duplication of existing GIS technology services and systems, including services provided by other public and private organizations while building on existing governmental infrastructures;
- (8) promote and coordinate consolidated geospatial technology, data, and services and shared geospatial Web services for state and local governments; and
- (9) promote and coordinate geospatial technology training, technical guidance, and project support for state and local governments.

ATTACHMENT A

Statewide Geospatial Advisory Council Contact List, January 2010

<p>Brad Anderson – City, non-metro City of Moorhead 500 Center Avenue Moorhead, MN 56561 218-299-5125 brad.anderson@ci.moorhead.mn.us</p>	<p>Haila Maze – City, metro City of Minneapolis – CPED Planning 250 South 4th Street, Room 110 Minneapolis, MN 55415 612-673-2098 haila.maze@ci.minneapolis.mn.us</p>
<p>Rebecca Blue – Business SEH 3535 Vadnais Center Drive St. Paul, MN 55110 651-490-2148 rblue@sehinc.com</p>	<p>Robert McMaster – Education, U of M University of Minnesota 220B Morrill Hall, 100 Church Street SE Minneapolis, MN 55455 612-626-9425 mcmaster@umn.edu</p>
<p>Will Craig – At-large University of Minnesota 301 19th Avenue South, #330 Minneapolis, MN 55455 612-625-3321 wcraig@umn.edu</p>	<p>Robert Meeks – Education, K-12 Minnesota School Board Association 1900 West Jefferson Avenue St. Peter, MN 56082 507-934-2450 bmeeks@mnmbsba.org</p>
<p>Rebecca Foster – MN GIS/LIS Consortium City of Edina 4801 West 50th Street Edina, MN 55424 952-826-0447 rfoster@ci.edina.mn.us</p>	<p>Tim Ogg – State Government Board of Water and Soil Resources 520 Lafayette Road North St. Paul, MN 55155 651-297-8024 tim.ogg@state.mn.us</p>
<p>Patricia Henderson – Regional, non-metro Arrowhead Regional Development Commission 221 West First Street Duluth, MN 55802 218-529-7547 phenderson@ardc.org</p>	<p>Mark Olsen – State Government Minnesota Pollution Control Agency 520 Lafayette Road North St. Paul, MN 55155 651-757-2624 mark.olsen@state.mn.us</p>
<p>Brian Huberty – Federal, other U.S. Fish & Wildlife Service 1 Federal Drive, MS 4056 Fort Snelling, MN 55111-4056 612-713-5332 brian_huberty@fws.gov</p>	<p>Tony Pistilli – Metropolitan Council 4309 Edinbrook Terrace North Brooklyn Center, MN 55443 612-303-4337 tonypistilli@comcast.net</p>
<p>Stuart Lien – County, non-metro Clearwater County 213 Main Avenue North, Dept. 204 Bagley, MN 56621 218-694-3633 stuart.lien@co.clearwater.mn.us</p>	<p>Victoria Reinhardt – County, metro Ramsey County 220 Courthouse, 15 West Kellogg Boulevard St. Paul, MN 55102 651-266-8363 victoria.reinhardt@co.ramsey.mn.us</p>

<p>John Mackiewicz – Business</p> <p>WSB & Associates 701 Xenia Avenue South, Suite 300 Minneapolis, MN 55416</p> <p>763-287-7194 jmackiewicz@wsbeng.com</p>	<p>Terry Schneider – Regional, MetroGIS</p> <p>City of Minnetonka 15333 Boulder Creek Drive Minnetonka, MN 55345</p> <p>612-720-7667 tschneider@eminnetonka.com</p>
<p>Rick Schute – State Government</p> <p>Minnesota National Guard Attn: J33, 20 West 12th Street St. Paul, MN 55155</p> <p>651-268-8098 rick.schute@us.army.mil</p>	<p>Mark Thomas – Education, MnSCU</p> <p>Minnesota State Colleges and Universities 3010 Memorial Library Mankato, MN 56001</p> <p>507-389-6915 mark.thomas@so.mnscu.edu</p>
<p>Dawn Sherk – Tribal</p> <p>White Earth Nation P.O. Box 418 White Earth, MN 56575</p> <p>218-983-3263 dawns@whiteearth.com</p>	<p>Sally Wakefield – Non-profit</p> <p>1000 Friends of Minnesota 1031 7th Street West St. Paul, MN 55102</p> <p>651-312-1000 swakefield@1000fom.org</p>
<p>Stephen Swazee – At-large</p> <p>SharedGeo 4524 Oak Pond Road Eagan, MN 55123</p> <p>612-239-6981 sdswazee@earthlink.net</p>	<p><i>Ron Wencil – Federal, USGS</i></p> <p>U.S. Geological Survey 2280 Woodale Drive Mounds View, MN 55112</p> <p>763-783-3207 rwencil@usgs.gov</p>
<p>Gary Swenson – At-large</p> <p>Hennepin County A-075 Government Center, 300 Sixth Street South Minneapolis, MN 55487</p> <p>612-543-0797 gary.swenson@ci.hennepin.mn.us</p>	



TO: Policy Board
FROM: Coordinating Committee Chairperson: Sally Wakefield (1000 Friends of Mn)
Staff Contact: Randall Johnson (651-602-1638)
SUBJECT: Suggestions for Consideration by MGAC/MnGeo
DATE: January 7, 2010
(For Jan 27th Meeting)

INTRODUCTION

The Coordinating Committee has identified several needs of the MetroGIS community which it believes maybe better addressed at a state level and recommends forwarding them to the newly created MnGeo Statewide Advisory Council for consideration.

COORDINATION OPPORTUNITY

The newly created Mn Statewide Geospatial Advisory Council (MGAC) met for the first time on January 7th. Six of the MGAC members are also active in the leadership of MetroGIS (see Agenda Item 5e for a listing of their names). As such, an outstanding opportunity exists to elevate issues and opportunities before MetroGIS, which have statewide significance, to a more appropriate forum.

COORDINATING COMMITTEE CONSIDERATION

At its meeting on December 17th, the Coordinating Committee agreed the following listing of needs have importance beyond the metro area. As such the Committee offered them as topics to share with the newly created MnGeo Statewide Advisory Council for consideration. David Arbeit, State GIO, participated in the Committee's discussion and concurred that topics 1, 2 and 4 are definitively topics of mutual interest (see reference section). Although a formal recommendation was not made, none of the following suggested topics was removed from consideration:

- 1) Encourage MnGeo to take an active leadership role in the development of a state geospatial broker and portal site as is being defined by the joint MetroGIS/GCGI Geospatial Architecture Workgroup. *(Note that this topic is representative the type of collaborative projects anticipated by the law that authorized creation of MnGeo. See the highlighted text in the Reference Section.)*
- 2) Encourage MnGeo to take an active role in support of the proposed Minnesota GeoApps Contest, as a partner to MetroGIS, because of the great benefit it would bring the MN geospatial community in terms of the availability of more web services.
- 3) Access to licensed data (publically and privately produced) by emergency responders
- 4) State-wide geocoder service – *Reaffirm prior commitment (transition from GCGI to MnGeo – Att. A)*
- 5) Storm and surface water tracing tool - *Reaffirm prior commitment (transition from GCGI to MnGeo)*

PRIOR COMMITMENT FOR ATTENTION AT THE STATE LEVEL

Last March, in response to an earlier request from the MetroGIS Policy Board, the Governor's Council on Geographic Information (GCGI) agreed to work on two needs that had been identified by MetroGIS: 1) Implementing a **state-wide geocoder service** and 2) Recommending a solution to the need for a **storm and surface water tracing tool**. (See Attachment A for a letter dated March 9, 2009 for more information.)

RECOMMENDATION

That the Policy Board:

- 1) Agree on needs/opportunities defined by the MetroGIS community that it believes are more appropriately addressed at the state level.
- 2) Ask members of MetroGIS's leadership, who are also members of MnGeo Statewide Advisory Council, to pass the needs listed herein along to the full Statewide Geospatial Coordinating Council for consideration.

REFERENCE SECTION

1. Excerpt from Summary of the December 17, 2009 Coordinating Committee Meeting:

5f) Suggestions for Action by MnGeo Statewide Coordinating Council

“... Member Arbeit, the State GIO, commented that the first meeting of the MnGeo Statewide Coordinating Council is set for 1 p.m. on January 7, 2010. He also mentioned that he encourages recommendation and advice on ideas that this Council should consider and the role it should play, as outlined in the agenda report. Specifically, he mentioned that Item 1- **geospatial broker**, Item 2 - **web services contest** (he sees as a marketing tool for the broker), and Item 4 – **statewide geocoder service** as topics that are definitely appropriate for this Council’s consideration. He commented that time will be provided on the January 7 meeting agenda to identify these and other suggested topics for the Council’s consideration.

A comment about the appropriateness of Item 3 – Access to licensed data by first responders - led to a broader conversation about how the workgroups that reported to the now retired Governor’s Council on Geographic Information (GCGI) will communicate with the new MnGeo organization. Arbeit stated that all of the workgroups remain intact and that all continue to work on the projects that were in progress when the change to MnGeo occurred; the only difference being they now report to him as opposed to the GCGI.”

2. Excerpt From the Legislation that created MGIO

Subd. 2. Responsibilities; authority.

The office has authority to provide coordination, guidance, and leadership, and to plan the implementation of Minnesota's geospatial information technology. The office must identify, coordinate, and guide strategic investments in geospatial information technology systems, data, and services to ensure effective implementation and use of Geospatial Information Systems (GIS) by state agencies to maximize benefits for state government as an enterprise.

Subd. 3. Duties. (a) The office must:

- (1) coordinate and guide the efficient and effective use of available federal, state, local, and public-private resources to develop statewide geospatial information technology, data, and services;
- (2) provide leadership and outreach, and ensure cooperation and coordination for all GIS functions in state and local government, including coordination between state agencies, intergovernment coordination between state and local units of government, and extragovernment coordination, which includes coordination with academic and other private and nonprofit sector GIS stakeholders;
- (3) review state agency and intergovernment geospatial technology, data, and services development efforts involving state or intergovernment funding, including federal funding;
- (4) provide information to the legislature regarding projects reviewed, and recommend projects for inclusion in the governor's budget under section 16A.11;
- (5) coordinate management of geospatial technology, data, and services between state and local governments;
- (6) provide coordination, leadership, and consultation to integrate government technology services with GIS infrastructure and GIS programs;
- (7) work to avoid or eliminate unnecessary duplication of existing GIS technology services and systems, including services provided by other public and private organizations while building on existing governmental infrastructures;
- (8) promote and coordinate consolidated geospatial technology, data, and services and shared geospatial Web services for state and local governments; and
- (9) promote and coordinate geospatial technology training, technical guidance, and project support for state and local governments.

ATTACHMENT A

MINNESOTA GOVERNOR'S COUNCIL ON GEOGRAPHIC INFORMATION



Victoria Reinhardt, Chairperson
MetroGIS Policy Board
15 West Kellogg Blvd. #220
St. Paul, MN 55102

March 26, 2009

RE: Action requested of the Governor's Council on Geographic Information by MetroGIS

Dear Victoria,

Thank you for passing on the geospatial application and web services needs that have been articulated by MetroGIS. The 2 issues you have brought to the attention of the council, implementing a state-wide geocoder service and recommending a solution to the need for a storm and surface water tracing tool have application statewide and may best be addressed once for the whole state rather than piecemeal in many parts of the state. Coordination is critical to ensure that GIS capabilities are developed in an efficient manner that meet local and state needs. As you know statewide coordination depends on the goodwill of volunteers taking on responsibilities that extend beyond their individual job and organizational responsibilities to benefit the Minnesota GIS community as a whole. As such 2 groups have been asked to formulate responses to your request, Land Management Information Center (LMIC) and the Hydrography Committee of the Governor's Council on Geographic Information. The following strategies were developed:

Implementing a state-wide geocoder service

LMIC is pleased to host the current MetroGIS Geocoder service. In response to the suggestion that this service be considered for an expansion that would ultimately include state-wide coverage, LMIC will work with its partners to investigate options that may be implemented to extend the current service, as well as those that might supersede the service with an off-the-shelf replacement. Our concise investigation will provide options (software and databases), costs and include recommendations, if clearly apparent.

Recommending a solution to the need for a storm and surface water tracing tool

The Hydrography Committee of the Governors Council on Geographic Information will research the opportunities for developing a statewide "storm water/hydrographic" network tracing tool. Initial efforts will be guided by the following questions: 1) Are existing desktop tracing tools adequate if you have existing data? 2) Is a web application needed and how can it be implemented? 3) If the storm water data existed statewide would that be enough? 4) Are the requirements of the draft storm water standard sufficient to create data that would work with the existing tools? 5) How well do State wide business needs and Regional/Local business needs for this tool match?

LMIC and the Hydrography Committee will periodically report to MetroGIS on its findings and progress.

Sincerely

Rick Gelbmann, Chairperson
Governor's Council on Geographic Information



Cooperation, Coordination, Sharing Geographic Data

TO: Policy Board
FROM: Staff Support Team
Contact: Randall Johnson (651-602-1638)
SUBJECT: GIS Technology Demonstration
DATE: January 14, 2010
(For the Jan 27th meeting)

INTRODUCTION

A Policy Board member has brought to our attention a conflict with the remainder of the meeting dates set for 2010.

CURRENT SCHEDULE

The remaining dates for Policy Board meetings in 2010 are as follows:

April 28 *(4th Wednesday)*
July 28 *(4th Wednesday)*
October 27 *(4th Wednesday)*

SUGGESTED REVISED MEETING DATES OPTIONS

Suggested options for rescheduling the remainder of the meetings in 2010 are:

3rd Wednesday

April 21
July 21
October 20

4th Thursday:

April 29
July 29
October 28

RECOMMENDATION

Modify the dates for the remainder of the 2010 meetings to avoid a known conflict.