

Meeting Summary
MetroGIS Policy Board
Metropolitan Counties Government Center
2099 University Avenue, St. Paul
April 21, 2010

1. CALL TO ORDER

Vice Chairperson Egan called the meeting to order at 6:10 p.m.

Members Present: Dan Cook (School Districts - TIES), Tom Egan (Dakota County), Steve Elkins (Metro Cities – City of Bloomington), Randy Maluchnik (Carver County), Jim Kordiak (Anoka County), Roger Lake (Metro Watershed Districts), Jim Bunning for Joseph Wagner (Scott County), Molly O’Rourke for Dennis Hegberg (Washington County), for Tony Pistilli (Metropolitan Council).

Members Absent: Terry Schneider (Metro Cities - City of Minnetonka), Gary Swenson for Randy Johnson (Hennepin County), and Victoria Reinhardt (Ramsey County).

Coordinating Committee Members Present: Rick Gelbmann, Nancy Read, and Mark Vander Schaaf,

Support Staff: Randall Johnson

Visitors: Judy Sventek and Dave Hinrichs (Metropolitan Council), and Jane Harper (retiring Coordinating Committee member from Washington County)

RECOGNITION OF RETIRING COORDINATING COMMITTEE MEMBER HARPER

Vice chairperson recognized Jane Harper’s retirement from the Coordinating Committee after nearly a decade of service and leadership by presenting her with a Certificate of Achievement (attached) that he read aloud.

2. ACCEPT AGENDA

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

3. MEETING SUMMARY

Member Pistilli moved and Member Kordiak seconded to approve the January 27, 2010 meeting summary, as submitted. Motion carried, ayes all.

4. GIS TECHNOLOGY DEMONSTRATION

The Staff Coordinator introduced this presentation as the top the choice among Council members in the survey conducted in February. He then introduced Judy Sventek, with the Metropolitan Council’s Environmental Services Division to talk about a collaborative pilot project involving Dakota and Scott Council water quality data pertaining to streams via the Internet. Ms. Sventek’s talk covered an explanation of the streams involved, the type of data collected for them, how the results of the monitoring are used, screen shots from the actual web-based application used to manage the data, and expectations for the next phase(s) in the evolution of this collaborative. She noted that the current application was built in-house by the Council as an extension of applications that were in place to test the idea of a collaborative model.

A question from Member Kordiak about how the application was created and by who led to a conversation about how partners might be identified and a suggestion that a needs analysis involving the broader community be conducted before the pending RFP for enhancements to the current functionality is published. Members Kordiak and Pistilli speculated that many other interests could benefit from this tool and would likely join the effort if given the opportunity. The Staff Coordinator also commented that this has been the experience of MetroGIS for over a decade for its efforts to catalyze regional solutions to shared geospatial information needs.

The members thanked Ms. Sventek for her presentation and encouraged the partners to expand the geographic scope of the collaboration. [Click here](#) to view Ms. Sventek's presentation slides.

5. **ACTION/DISCUSSION ITEMS**

a) **Regional Address Point Dataset**

Mark Kotz, Chair of the Address Workgroup, made a presentation to elaborate on the information presented in the agenda report and explain the rationale for the recommendations. [Click here](#) to view Mr. Kotz's presentation slides.

Member Kordiak asked for clarification about the difference between parcel addresses and the proposed address points dataset. Kotz commented that the proposal is to capture the address for every habitable unit using the example of 4 apartment buildings with 40 apartment units each on one taxable parcel would have 161 addresses in the proposed address points database, as opposed to one address in the current parcel dataset.

Vice Chairperson asked if the proposed database will have the capability to locate units by floor. Kotz stated that this capability has been discussed but since there are multiple unresolved issues with this capability, the workgroup proposes to launch the dataset without a "z-value" field to begin with. The Staff Coordinator commented asked the members to keep in mind that the proposal is for a creating a database, not development of applications to consume and visualize the data. He speculated that once these data are available, its presence will catalyze development of a host of applications.

Vice Chairperson asked also asked for clarification about the target audience for the proposed liability disclaimer. Kotz responded that disclaimer is intended to communicate to prospective users of the data that the producers (cities) do not warrant its use and that they have access "as is". The members were comfortable with this proposal.

Motion: Member Pistilli moved and Member Elkins seconded t that the Policy Board endorse the following strategic Phase I components of the proposed Regional Address Points Dataset, (as presented in the agenda report dated April 5, 2010), with the understanding that Policy Board approval will be sought prior to commencing Phase 2:

- 1) Phase 1 workplan (*Attachment A*)
- 2) Interim policy statement (*Attachment B*) to govern the creation and initial operation of the proposed Regional Address Points Dataset.
- 3) Interim liability waiver (*Attachment C*) for organizations who elect to contribute address point data as part of Phase 1.
- 4) Database specifications (*Attachment D*)

Motion carried, ayes all.

b) **2010 NSDI CAP Grant Project Update**

Staff Coordinator Johnson shared that the purpose of the study is to develop a trusted methodology to help policy makers evaluate public value creation potential that can be realized through data sharing. He reported that a major obstacle to the study moving forward had been overcome in that a well qualified consultant had been selected the day prior. Johnson confessed that he was not sure that a qualified proposal would be received. Once the consultant agreement is finalized their name will be released.

Johnson went on to thank Hennepin County for agreeing to serve as the focus of the study, noting that the study concept had been shared with Commissioner Randy Johnson by the Staff Coordinator following a related presentation at the April 2008 National Geospatial Advisory Committee meeting, which led to Johnson encouraging the FGDC to create a grant category for such a study. He also thanked the Metropolitan Council for agreeing to responsibility to serve as the lead sponsor to apply for the grant and manage the grant award.

Johnson went on to explain that required training for each of the recipients of the Return on Investment (ROI) grants is planned for May 5-6 in North Carolina. The consultant will attend with Francis Harvey and the Staff Coordinator. The actual project is expected to begin late May, assuming the federal award agreement and consultant agreement are in place by that time.

Johnson invited Board members and Committee members to contact him if they interested in serving as an advisor to the project, particularly those who represent non-government interests.

He concluded his remarks with a recommendation that the performance measurement project referenced in the report for the next agenda item, which the Board placed on hold until the fate of this grant-funded project was known, should continue to remain on hold given that the grant-funded project now appears to be reality. A deliverable of the grant-funded project is a series of metrics that can be integrated into MetroGIS's next generation performance measurement program.

c) Guidance 2010 Work Plan / Budget Refinements

Staff Coordinator Johnson stated that the partnership resources needed to move forward with the Geo Applications Innovations Competition given concept approval by the Board in October 2009 had not materialized and that the purpose of this agenda item was to seek guidance from the Board on how it would prefer the resources allocated for that purpose to be reallocated. He then summarized the four strategic goals that the Competition had been designed to work toward and asked the Board if these purposes should continue to be the target for the subject funds.

Vice Chairperson Egan commented he is fine with Chairperson Schneider working with the Coordinating Committee leadership to define alternative uses for these funds but to clarify recommendation 3 presented in the agenda report (*Request staff to report the revised MetroGIS work plan and budget back to the Policy Board via email*) to stipulate that Board ratification is required before acting on any new plans.

Motion: Member Kordiak moved and Member Elkins seconded to that the Policy Board:

- 1) Confirm that any new project that is financed with funds that had been allocated to the Geo Applications Creative Innovations Competition should align with one or more of the four goals for the Competition as listed in the agenda report.
- 2) Request Chairperson Schneider to work with Coordinating Committee leadership to define new uses for approximately \$29,000 in funding and revise the 2010 MetroGIS work plan and budget, accordingly.
- 3) Before acting on the revised 2010 work plan and budget, obtain Board ratification of the proposed changes.

Motion carried, ayes all.

d) Glossary of GIS and Geospatial Terms

Staff Coordinator Johnson summarized the origin and purpose of the proposed glossary. And thanked Mike Fiebiger and Joella Givens for their leadership to develop it.

Motion: Alternate Member O'Rourke moved and Member Pistilli seconded that the Policy Board:

- 1) Accept Glossary of Geospatial and GIS Terminology, as proposed by the Coordinating Committee and attached to the agenda report.
- 2) Direct staff to post the glossary on the MetroGIS Website, as described in the agenda report.

Motion carried, ayes all.

6. INFORMATION SHARING (*added at the meeting*)

a) Update on Cooperative Aerial Image Project for Metro Area

Rick Gelbmann, GIS Manager for the Metropolitan Council, informed the Board members of the 2010 Cooperative Mapping Program that involves local, regional, state and federal funds to fund imagery capture for the greater metro area. Members asked several questions about how the

Approved on:
Pending

imagery will be used and about the model that allows model that allows multiple resolutions to be accommodated. [Click here](#) to view Mr. Gelbmann's presentation slides.

7. **NEXT MEETING**

The next meeting of the Policy Board is scheduled for Wednesday April 21, 2010.

8. **ADJOURN**

Member Elkins moved and Member Pistilli seconded to adjourn at 7:55 p.m.

Motion carried, ayes all.

Prepared by:
Randall Johnson, MetroGIS Staff Coordinator

DRAFT



CERTIFICATE OF APPRECIATION

Jane Harper
Washington County

Thank you for your invaluable contributions and leadership that have been critical to realizing the vision that grounds MetroGIS's efforts - *"organizations serving the Twin Cities metropolitan area are successfully collaborating to use geographic information technology to solve real world problems"*.

Your professional skill, tireless enthusiasm, and dedication to achieving acceptance of Geographic Information Systems (GIS) technology as a standard business tool of government, the vast additional efficiencies that can be achieved through its collaborative use; and advocacy for widespread access to geospatial data that is produced by the government community have greatly benefited our region and its citizens.

You have distinguished yourself as a willing participant serving as Washington County's representative to the MetroGIS Coordinating Committee from March 2001 to July 2009, holding the leadership position of Committee vice chair for 2002 and its chair in 2003 and 2004.

On behalf of the MetroGIS Policy Board, Coordinating Committee, and the broader MetroGIS community that their members represent, thank you for your valued contributions and leadership.

September 2009

Terry Schneider, Chair
MetroGIS Policy Board

Sally Wakefield, Chair,
MetroGIS Coordinating Committee

Randall Johnson, AICP
MetroGIS Staff Coordinator