



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

Wednesday, July 21, 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)

Agenda

	<u>Page</u>
1. Call to Order	
2. Accept Agenda	
3. Accept April Meeting Summary	action 1
4. GIS Technology Demonstration	
<i>Multi-county collaboration for public access property information application</i>	7
5. Action/Discussion Items	
a) Elect Officers	action 9
b) Minnesota Geospatial Commons – Test Implementation (<i>S. Wakefield/M. Kotz</i>)	action 11
c) Next Generation Needs Assessment (<i>(S. Wakefield/R. Johnson)</i>)	action 21
d) Ratify 2010 Work Plan / Budget Refinements (<i>S. Wakefield/R. Johnson</i>)	action 39
e) Quantify Public Value (QPV) Project Update (<i>R. Johnson</i>)	49
6. Next Meeting	
October 20, 2010	
7. Adjourn	

***** [Following Reports on MetroGIS Website](#) *****

Major Activity Update

- a) Regional Address Point Dataset Implementation / Address Editing Tool Development
- b) Regional Policy Statement for Geocoder Service
- c) 2009 Regional GIS Projects: *Proximity Finder and Best Image Service*
- d) RFP for Next-Generation Regional Street Centerline Solution
- e) Streamlining Data Access for Emergency Responders (*Leverage GITA-GECCo Initiative*)
- f) Performance Measures – Phase II
- g) Geospatial Commons – Benefits of Participation and Effective Governance

Information Sharing

- a) National Geospatial Advisory Committee: Results June 22-23, Meeting
- b) Mn Statewide Geospatial Advisory Council: Results June 30, Meeting
- c) Metro and State Geospatial Initiatives Updates
- d) National / Federal Geospatial Initiatives Updates (*MetroGIS Represented TFTN*)
- e) Other Presentations/ Outreach/Studies
- f) June 2010 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
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

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



TO: Policy Board

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

SUBJECT: GIS Technology Demonstration

DATE: July 6, 2010
(For the Jul 21st meeting)

INTRODUCTION

The topic for the GIS Technology Demonstration at the July Policy Board meeting will be “*Multi-county collaboration for public access property information application*”.

Jim Bunning, with Scott County, and Peter Henschel, with Carver County, will be the presenters.

OVER VIEW OF PRESENTATION

Collaborating together between counties provides many opportunities in sharing staff resources and expertise, cost sharing GIS application purchasing, developing GIS data and map standards and building common GIS applications. The presentation will cover some of the successes Carver, Dakota and Scott Counties have seen in working together.

DEMONSTRATION TOPIC PREFERENCES

This demonstration topic was rated as a top preference of Policy Board members in the survey conducted this past spring. The survey results are presented in Attachment A. Board members affirmed their interest in these topics at the April meeting.

RECOMMENDATION

No action requested.

ATTACHMENT A

Survey Results –Technology Demonstration Priorities

Of the 40 Policy Board and Coordinating Committee members invited to participate in GIS Technology Demonstration Topic survey in early March, 27 did so, for a 68 percent response rate. Seven Policy Board and twenty Committee members participated.

The four **bolded** topics listed in the table below stand out as the most desirable demonstration candidates. At least half of the Policy Board members cited them as “most” or “very” important [see number in the “(x)”], with an overall ranking as least “very” important.

These results are intended to serve a guide for selecting demonstration topics. For example, a topic that came to staff’s attention after the survey was in progress is the [emergency management web application](#), referred to as the Minnesota Structures Collaborative (MSC).

<u>CANDIDATE DEMONSTRATION TOPICS</u>	POLICY BOARD RANKING (# PB)	OVERALL RANKING	DOT EXERCISE TOTAL VOTES
• Coordinated Data Management via Internet - Council and Counties <i>(Presented at the April 2010 PB Meeting)</i>	2.57 (7)	2.22	26
• Emergency response maps consistent across jurisdictions, based on U.S. National Grid <i>(scheduled for October 2010 meeting)</i>	2.28 (6)	1.96	26
• Multi-county collaboration for public access property information application	2.14 (5)	2.15	20
• Collaborative Application Development Among Counties <i>(general)</i>	2.00 (5)	2.20	30
• Using the USNG for emergency response	1.86 (4)	1.48	8
• Data Practices Law- Relationship to MetroGIS Objectives	1.71 (3)	1.93	27
• LOGIS gGov - public facing interactive map offers information on city services, data, general geography	1.57 (3)	1.48	11
• Scott / Dakota / Carver GIS Collaboration	1.57 (3)	1.73	12
• Crowd-sourcing, Open Street Map - opportunities to engage the public in improving GIS data	1.43 (3)	1.70	28
• Parcel maintenance has moved from CAD to Geodatabase	1.43 (3)	1.19	5
• Base map web service developed by the Metropolitan Council	1.23 (3)	1.88	34
• ArcGIS Server based Public Parcel Viewer (FLEX API technology)	1.14 (2)	1.67	14
• Natural Resources Digital Atlas- Metropolitan Council	1.14 (2)	1.27	6
• Active Living Ramsey County Recreation Portal	1.14 (1)	1.15	4
• New Public website. Foreclosure data is now online	1.00 (3)	1.22	5
• Regional Base Map Service – North St. Paul Testimonial	1.00 (2)	1.31	7
• Active Living Recreational Web Portal - Carver County	1.00 (1)	1.04	0
• Historical Census Mapping - U of M	1.00 (1)	.92	3
• Cyclopath	.86 (1)	1.08	3
• maps.umn.edu	.71 (0)	.81	1



TO: MetroGIS Policy Board

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

SUBJECT: Election of Policy Board Officers

DATE: June 18, 2010
(For the Jul 21st Meeting)

INTRODUCTION

The Policy Board is respectfully requested to elect its officers for the coming year. A roster of current Board members is attached.

BACKGROUND

In April 2009, Members Schneider and Egan were elected to serve as the Board’s Chair and Vice Chair, respectively. Chairperson Schneider has indicated that he willing to serve another term, if that is the wish of the Board. Vice Chairperson Egan would prefer to step down but will serve if that is the wish of the Board.

OPERATING GUIDELINES

1. The operating guidelines call for the annual election of a chair and vice-chair. When within the year is not specified. The April meeting is traditionally when elections have been held.
2. The operating guidelines do not impose a term limit.
3. The roles and responsibilities of the MetroGIS chair and vice-chair are as follows:
 - a) Article II; Section 8 states “The Board shall annually elect a Chairperson from its membership. The Chair shall preside at the meetings of the Board and perform the usual duties of Chair and such other duties as may be described by the Board from time to time. The Chair shall serve until his or her successor is duly elected”.
 - b) Article II; Section 9 states “The Board shall annually elect a Vice-Chairperson from its membership. The Vice Chair shall perform the duties of the Chair in the absence of the Chair or in the event of his or her inability or refusal to act and shall serve until his or her successor is duly elected”.

RECOMMENDATION

That the MetroGIS Policy Board elect a chair and vice-chair to serve until April 2011.

Policy Board Members
June 2010

Member last	Member first	Represents	Begin date
Cook	Dan	TIES	September 1998
Egan	Tom	Dakota Co.	January 2005
Elkins	Steve	AMM (Bloomington)	October 2007
Hegberg	Dennis	Wash. Co.	January 2003
Johnson	Randy	Hennepin Co.	January 1997
Kordiak	Jim	Anoka Co.	January 2000
Lake	Roger	MAWD	October 2006
Maluchnik	Randy	Carver Co.	January 2009
Pistilli	Tony	Metropolitan Council	April 2003
Reinhardt	Victoria	Ramsey Co.	January 1997
Schneider	Terry	AMM (Minnetonka)	January 1997
Wagner	Joseph	Scott Co.	January 2005



TO: Policy Board

FROM: Geospatial Commons Workgroup (Joint MnGeo and MetroGIS effort)
Chair: Mark Kotz
VIA Coordinating Committee
MetroGIS Staff Contact: Randall Johnson (651-602-1638)

SUBJECT: Minnesota Geospatial Commons – Test Implementation

DATE: June 18, 2010
(For the Jul 21st Mtg.)

REQUEST

The Geospatial Commons Workgroup, a collaborative effort by MnGeo and MetroGIS, is seeking endorsement from MetroGIS of a test implementation of the Minnesota Geospatial Commons. This is the new name for the “broker/portal implementation” that was previously endorsed by the Coordinating Committee and Policy Board and given as a charge to the MetroGIS Technical Leadership Workgroup.

Mark Kotz, Chair of the Geospatial Commons and Technical Leadership Workgroups, will attend the July 21st Board meeting to explain progress made on the Mn Geospatial Commons project. The Project Charter is presented in Attachment A.

PROJECT FUNDING

The Geospatial Commons Workgroup has requested and the Committee has endorsed \$5,000 in 2010 GIS Regional Project funding to develop “clip, zip, ship” enhancement to support the Commons (see Agenda Item 5c). The Workgroup also expects to present a request for 2011 funding. More specific information will be provided by mid September, prior to the Committee considering a preliminary 2011 MetroGIS work plan and budget. That request will not be for more than 25% of the project resources.

PURPOSE AND RELEVANCE TO METROGIS COMMUNITY AND BEYOND

Quoting from the project plan document (attached):

“...The Minnesota geospatial community has access to a large number of shared geospatial datasets, mainly through multiple data download sites. However, no one web location exists through which people and organizations can find and share such data. Shared web services and applications are even less accessible, and only modestly promoted as a potential shared resource. There exists in Minnesota a significant opportunity to collaboratively develop a single location through which all Minnesota geospatial resources can be found and shared.

Many in the community are very interested in this opportunity and have a compelling business need to see it succeed, not the least of which are the agencies that manage the biggest GIS data distribution sites in the state (DNR, Met Council, MnGeo & Mn/DOT). Further, the existence of a collaboratively developed Commons may eliminate the need for existing, disparate GIS data download sites, saving several organizations from the responsibility of maintaining their own sites and upgrading them periodically.

The coordinated geospatial commons that is envisioned would greatly advance our ability to share web services in particular, by both providing a place to publish information about them and also by facilitating assessments of the reliability and trustworthiness of such web services. The increased usage of web services will produce efficiency gains for many organizations, in particular those that develop geospatial applications.

Perhaps most importantly, the Commons will provide a one stop location for a broad array of GIS users in Minnesota, whether professional or casual, to find and share useful resources, and will promote greater sharing of geospatial data, services and application.”

RECOMMENDATION

That the Policy Board endorse the proposed Minnesota Geospatial Commons – Test Implementation project.

ATTACHMENT A

Project Plan

Project Name: Minnesota Geospatial Commons – Test Implementation



Date: 05/18/2010 **Version:** 1.1

Prepared By: Mark Kotz

A Executive Summary

Business Need/Opportunity

The Minnesota geospatial community has access to a large number of shared spatial datasets, mainly through multiple data download sites. However, no one web location exists through which people and organizations can find and share such data. Shared web services and applications are even less accessible, and only modestly promoted as a potential shared resource. There exists in Minnesota a significant opportunity to collaboratively develop a single location through which published Minnesota geospatial resources can be found and shared.

Many in the community are very interested in this opportunity and have a compelling business need to see it succeed, not the least of which are the agencies that manage the biggest GIS data distribution sites in the state (DNR, Met Council, MnGeo & Mn/DOT). Further, the existence of a collaboratively developed Commons may eliminate the need for existing, disparate GIS data download sites, saving several organizations from the responsibility of maintaining their own sites and upgrading them periodically.

The coordinated geospatial commons that is envisioned would greatly advance our ability to share web services in particular, by both providing a place to publish information about them and also by facilitating assessments of the reliability and trustworthiness of such web services. The increased usage of web services will produce efficiency gains for many organizations, in particular those that develop geospatial applications.

Perhaps most importantly, the Commons will provide a one stop location for a broad array of business and GIS users in Minnesota and beyond, whether professional or casual, to find and share useful resources, and will promote greater sharing of geospatial data, services and applications.

Statement of Work

This effort includes the following:

- Define the needed functions of the Commons
 - Begin with those functions needed by the major data producers
 - Get additional input from the broader MN geospatial community
- Assess existing sites and products and choose a product for a test bed implementation
- Further define the critical functions and requirements (i.e. role of the broker, services documentation)
- Form a multi agency implementation team advised by the Commons workgroup
- Create and approve a project charter
- Create and approve a project plan for the test bed implementation
- Implement a test bed Commons focusing on high priority functions
- Test functionality and assess strengths and deficiencies of software product and implementation methods
- Make recommendations and project plan for a full production Commons, including
 - Roles and responsibilities
 - Functions to include
 - Implementation methods

- Timeline
- Governance
- Report findings
- Seek commitment and/or funding

This effort does not include the following:

- Implementing a final production Commons

Project Objectives

Business Objectives for the project are:

- Define the needed functions of the Commons
- Implement a test bed version of the Commons
- Make recommendations and develop a project plan for a full production Commons
- Report to MnGeo and the geospatial community

Constraints

The following limitations and constraints have been identified for this project:

- The effort relies on voluntary participation by multiple government agencies
- This project has no defined budget
- This project will proceed within the bounds of the prioritized Commons functional requirements previously defined by the Geospatial Architecture Workgroup
- Upon approval of this Project Charter, the next milestone will be the completion of a Project Plan.

Assumptions

The following assumptions were made when developing this Project Charter:

- This project has the approval of MnGeo to host the test bed Commons.
- Participating agencies will continue to support staff involvement with this project.
- More specific staff commitment levels will be defined in the project plan.

The Project Charter was approved on 3/19/ 2010.

B Scope Overview

Business Scope

Phase 1 – Requirements

- Define and prioritize preliminary list of functions
- Assess user needs and modify functions and priorities if appropriate
 - Create online survey
 - Advertise on existing data discovery sites and GIS/LIS newsletter
 - Compile results and compare to functions list and modify as appropriate.
- Assess web service requirements
 - Clarify what comprises comprehensive documentation of a web service.
 - Agree on a list of key characteristics that must be addressed to achieve “trust” in a web service.
 - Further define the roles of the Broker (both machine and human) and the Enterprise Service Provider with respect to quality of service and trust.
 - More clearly define the options for, and recommended functions of the broker and how it interfaces with the service provider and the application client.

Phase 2 – Implementation – ESRI Geoportal Extension

- Identify a host server
- Identify training needs of implementation group
- Research functionality and configuration options
- Develop a plan for which Commons functions will be implemented
- Develop a configuration plan
- Define how selected geoportal software will fit into existing architecture
- Install and/or configure hardware and firewall connections
- Install and configure software
- Implement client functions and complete UI/design work
- Individual agencies contribute resources (e.g. data, services, applications) to test Commons
- Develop a test plan and test cases
- Test implemented functions
- Assess how implemented functions meet workgroup defined needs
- Describe what other functionality is needed
- Recommend how that functionality might be acquired or created
- Recommend whether the ESRI product should be used for a production site
- Modify implementation if appropriate

Phase 3 – Make Recommendations and Plan for Production Commons

- Make recommendations for a production Commons
 - Functions to include
 - Implementation strategy
 - Roles and responsibilities
 - Estimated up front and ongoing costs
 - Benefits and risks
 - Potential sources of funding
- Articulate the benefits of sharing services and of achieving a system that effectively supports sharing of services.
- Model service level agreements
 - Develop or find a template or model for a service level agreements (SLA).
 - Work toward an SLA for the MnGeo image service.
- Report to stakeholder organizations, including participating agencies, MetroGIS Policy Board and the MN Geospatial Advisory Councils
- Report to the MN geospatial community, federal partners, NSGIC and others. They may have valuable input or assistance.
- Propose a project plan for a production Commons

Scope Management Plan

Proposed scope changes will be assessed in terms of impact to project schedule, cost and resource usage. Any changes to this scope must be documented in a revised version of the project plan. Approval of Project Manager is required. Any scope changes involving staffing or funding changes also require the approval of the project owners.

Budget Overview

Estimated budget for the project by state fiscal year:

Budget Amount: \$0	Fiscal Year: 2010	Funded?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Budget Amount: \$0	Fiscal Year: 2011	Funded?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

All staff time, hardware, software and other resources will be contributed in-kind from participating organizations. A request will be made to MetroGIS to fund staffing for some key project tasks.

Budget Management

Any changes to the budget must be documented in a revised project plan. Approval of Project Manager and Project Owners is required.

C Project Team

The following people and organizations are stakeholders in this project and included in the project planning. Additional project team members are added as needed.

Executive Sponsors: Commit resources & advocate for project

- David Arbeit, Minnesota CGIO, MnGeo
- Dave Hinrichs, CIO Metropolitan Council
- Kathy Hofstedt, CIO Mn/DOT
- Robert Maki, CIO Minnesota DNR

Project Owners: Ensure adequate resources are available and track project status

- Chris Cialek; MnGeo
- Rick Gelbmann, Metropolitan Council
- Tim Loesch, Minnesota DNR
- Dan Ross, Mn/DOT

Project Manager: Lead the planning and execution of the project, chair workgroup

- Mark Kotz, Metropolitan Council

Project Workgroup: Plan and design the Commons, advise Implementation Workgroup

- Mark Kotz, Met. Council (Chair)
- Bob Basques, St. Paul
- Chris Cialek, MnGeo
- Jessica Deegan, Met. Council
- Jessica Fendos, DEED
- Josh Gumm, Scott County
- Leslie Kadish, MN Historical Society
- Steve Lime, DNR
- Charlie McCarty, Mn/DOT
- Chris Pouliot, DNR
- Nancy Rader, MnGeo
- Nancy Read, Metro Mosquito Control District
- Dan Ross, Mn/DOT
- Hal Watson, DNR
- Paul Weinberger, Mn/DOT

Implementation Team: Implement test bed version of ESRI Geoportal Extension

- Jessica Deegan, Met. Council (Co-Team Lead)
- Jim Dickerson, MnGeo
- Josh Gumm, Scott County
- John Harrison, Mn/DOT
- Susanne Maeder, MnGeo
- Chris Pouliot, DNR (Co-Team Lead)

Survey Team: Plan and implement a user survey

- Jessica Deegan, Met. Council
- Chris Pouliot, DNR
- Alison Slaats, 1000 Friends of Minnesota

Service Requirements Team: Identify issues related to web services requirements and how they might be implemented using a broker in the Commons environment

- Hal Watson, DNR (Team Lead)
- Jessica Fendos, DEED
- Susanne Maeder, MnGeo
- Matt McGuire, Met. Council

Project Team Management

The project manager coordinates the project tasks assigned to team members. Changes to the project team require approval of the Project Manager and Project Owner for the affected agency if relevant. Changes will be tracked in revisions to the project plan.

D Project Schedule

Key project tasks, responsible groups and estimate hours:

Detailed project schedule is provided below.

Schedule Management

The project Schedule will be posted online and updated as tasks are completed. Any changes to the schedule must be documented in a revised project schedule. Sign-off from Project Manager is required

Project Tasks with Estimated Completion Dates and Total Person Hours Required

Task (time estimates to the right are in total person hours for task)	Completion Date	Resources if not full team	Implementation	Work group	Service Reqs	Survey	Project Mngr	MnGeo	Sponsors
Preliminary functions defined and prioritized	11/13/09								
Workgroup agrees to implement ESRI Geoportal Toolkit as test bed	02/04/10								
Approve project charter	03/15/10								
Online survey is launched	03/16/10					10			
Create draft project plan	03/26/10						5		
Draft project plan reviewed by workgroup	04/08/10			8					
Research functionality and configuration options	04/29/10		30						
Identify training needs (if any) of implementation group.	05/01/10	1 person	2						
Project plan approved by workgroup	05/06/10			5					
Identify a host server	05/07/10							1	
Clarify what comprises comprehensive documentation of a web service	05/14/10				9				
Develop plan for which Commons functions will be implemented in test	05/15/10		20						
Designate how selected geoportal software & components will fit into existing architecture	05/15/10	1 person	4						
Report on survey results to date and how they compare with list of functions	05/21/10					2			
Project plan approved by executive sponsors, owners and project manager	05/21/10								3
Develop a configuration plan	06/04/10		20						
Install and/or configure hardware and firewall connections	06/11/10	1 person	3						
Agree on a key characteristics to achieve "trust" in a web service	06/18/10				9				
Install and configure software (including toolkit and underlying software)	06/25/10	1 person	20						
Online survey is ended	06/30/10					0			
Compile survey results and compare to functions list	07/09/10					4			
Define roles of Broker (machine & human) and Provider relate to quality of service & trust	07/15/10				12				
Develop a test plan, test cases, and tracability matrix	07/16/10		10						
Define options for, and recommended functions of broker and how it interfaces with service provider and the application client	08/06/10	2 people			20				
Implement client functions and complete UI/design work. (tasks broken down by functionality pieces eventually)	09/17/10		?						
Individual agencies contribute resources (e.g. data, services, applications) to test Commons	09/24/10			15					
Test implemented functions	09/24/10			15					

Revise any needed implementation pieces	10/01/10		?							
Revise data or service contributions	10/07/10			6						
Test Bed running with real data & services - open for comments	10/11/10		?							
Give presentation about Commons at MN GIS/LIS Consortium Conference	10/15/10					5				
Assess how implemented functions meet workgroup defined needs	11/04/10			10						
Describe what other functionality is needed	11/04/10			10						
Modify implementation if appropriate, based on feedback	12/02/10		?							
Recommend how that functionality might be acquired or created	12/02/10			?						
Recommend whether the ESRI product should be used for a production site	12/02/10			?						
Create draft recommendations for a production Commons	12/16/10					8				
Modify and approve recommendations for a production Commons	01/06/11			?						
Create draft project plan for a productions commons	01/20/11					10				
Modify and approve project plan for a production commons	02/03/11			?						
Report to stakeholder organizations and geospatial community	02/11/11			?						
Model service level agreements	02/11/11	2 people			8					
Articulate the benefits of sharing services and a system that supports such sharing	02/11/11			?						
				109+	69+	58	16	28	1	3

E Communication Plan

The Geospatial Commons Workgroup will maintain a schedule of monthly meetings. All workgroup members, subgroup members, project owners and other who have expressed interest are included in the CC list for meeting agendas and meeting notes. If a particular meeting is not needed, it will be cancelled. The workgroup maintains a Basecamp web site for collaborative work. This site is accessible only to authorized users. Additional or alternate workgroup collaborative work sites will be considered if the need arises.

The workgroup chair/project manager will report progress to the following groups at their request:

- MetroGIS Coordinating Committee
- MetroGIS Policy Board
- State Government Geospatial Advisory Council
- State Agency Geospatial Advisory Council

Key stakeholder organizations will be kept abreast of the progress of the workgroup through their representatives on the workgroup.

The workgroup will also maintain a web page under the MnGeo advisory committee site at <http://www.mngeo.state.mn.us/workgroup/commons/index.html>. The project schedule will be updated periodically and posted on this site.

It is expected that workgroup members will provide presentations about the project at various venues. Specifically, the project will be presented at the Minnesota GIS/LIS Conference in October.

Individual task teams will work closely on a weekly or daily basis while completing specific tasks.

F Issues Management

As issues arise within the project, each team will determine if the issue is significant enough to report it to the Project Manager. The Project Manager, in consultation with the Team Lead, will decide if the issue should be reported to the full Workgroup. If so, the collaborative work site will be used as a place to describe and track issues. For project work to continue efficiently, it is desirable that most issues be resolved within each team or with consultation with the Project Manager. Issues may include testing results, unexpected problems, and other items that impact project completion.

G Project Plan Documents Summary

All significant electronic project documentation will be posted on the collaborative work site. Teams will determine when a document is sufficiently complete to post on the site.

H Approval

Below is documentation of confirmation that **project sponsors, project owners and project manager have reviewed the information contained in this document and approve of this as the formal project plan for the Minnesota Geospatial Commons – Test Implementation project.**

To indicate approval, send an email to mark.kotz@metc.state.mn.us stating that that you approve the project plan for the Commons Test Implementation project.

Executive Sponsors: Commit resources & advocate for project

- David Arbeit, Minnesota CGIO, MnGeo
- Dave Hinrichs, CIO Metropolitan Council
- Kathy Hofstedt, CIO Mn/DOT
- Robert Maki, CIO Minnesota DNR

Project Owners: Ensure adequate resources are available and track project status

- Chris Cialek; MnGeo
- Rick Gelbmann, Metropolitan Council
- Tim Loesch, Minnesota DNR
- Dan Ross, Mn/DOT

Project Manager: Lead the planning and execution of the project, chair workgroup

- Mark Kotz, Metropolitan Council

The Project Plan will be approved by the Project Executive Sponsors, Project Owners and Project Manager
Project Changes will be approved by the Project Owners and Project Manager



TO: MetroGIS Policy Board

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

SUBJECT: Next-Generation MetroGIS Needs Assessment

DATE: July 6, 2010
(For the Jul 21st Meeting)

INTRODUCTION

Policy Board approval is requested concerning recommendations to:

- 1) Conduct a Next-Generation MetroGIS Needs Assessment, beginning immediately.
- 2) Create a workgroup to oversee all aspects of the project.
- 3) Retain professional consulting assistance to assist with the assessment (*see Agenda Item 5d*)
- 4) Set an expectation that the results are to be presented to the Board at its April 2011 meeting to finalize the 2011 work plan and budget.
- 5) Define the project scope to include an evaluation of *not only shared information needs* (data, web services and applications) *but also* an assessment of *process and organizational development needs* required to realize MetroGIS's vision and mission.

PURPOSE

This next-generation assessment is proposed to ensure that limited resources are being used to tackle the highest priority share information needs of the MetroGIS community. Remaining relevant to changing stakeholder needs is a must to maintain credibility. This assessment is also proposed because 2011 is the final year for the current MetroGIS Business Plan timeframe. Sufficient support resources must be captured to maintain relevance. Capture of such resources is not possible unless the value of collaborative solutions to shared geospatial needs is clearly understood by executives and policy makers.

COORDINATING COMMITTEE CONSIDERATION

At its meeting on June 17, the Coordinating Committee recommended that Policy Board approve a revised work plan for 2010 (see Agenda Item 5d). Among the recommended projects is the subject needs assessment, which would begin in 2010 and be completed by April 2011. Since the results of the proposed assessment will not be known until spring 2011, the current thought is to postpone final Board action on a 2011 work plan and set aside a pool of funds in the 2011 budget until the assessment results are known. The Board would normally approve a 2011 work plan at its October meeting.

MAJOR ASSUMPTIONS

- The Policy Board concurs that the proposed needs assessment should be pursued.
- The Metropolitan Council's 2011 budget will provide funding for MetroGIS of not less than provided for 2010 (\$86,000 for non-staff expenses).
- 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 several application related priority objectives while efforts are in play to secure a dedicated Technical Coordinator.
- Agreed-upon roles and responsibilities for support of MetroGIS endorsed regional solutions, which have been accepted by stakeholder organizations, continue to be performed in accordance with expectations. These roles and the organizations that support them are presented in Attachment A.
- Representatives from key stakeholder organization will continue to actively participate in MetroGIS's efforts to define and implement sustainable solutions to shared geospatial needs.

- An agreement will be executed between the Metropolitan Council and a qualified data provider authorizing access to street centerline data beyond 2010 and consistent with requirements of the current agreement.

PROPOSED PROJECT SCOPE –NEEDS ASSESSMENT

The following topic areas are offered as candidates for desired deliverables from the proposed assessment, in accordance with the proposal to include an evaluation of not only shared information needs (data, web services and applications) but also an assessment of process and organizational development needs. Policy Board approval and comment on the topics it wishes to be addressed in the assessment to ensure that the study addresses those topics of most importance to the Board. These topics will, in turn, under pin the drafting of the scope of work:

- Identify emerging shared needs important to realizing MetroGIS’s vision and mission be they technology or organizational in nature.
- Evaluate the relative value and priority of previously identified candidate projects and needs (see Reference Section) against emerging needs.
- Evaluate whether the membership on the Coordinating Committee and or Policy Board should be modified to encourage partnerships and ensure that all relevant and affected interests are provided an opportunity to shape policy and solutions to shared needs.
- Evaluate support requirements needed to accomplish top priority shared needs.
- Recommend a plan of action to address shared needs that are critical to realizing MetroGIS’s vision and mission.

RECOMMENDATION

That the Policy Board:

- 1) Ratify the recommendation to pursue a next-generation needs assessment, with a target of April 2011 to present the results to the Board.
- 2) Offer ideas about topics that it would like included in proposed next –generation MetroGIS needs assessment.

REFERENCE SECTION

PRINCIPAL THEMES - PREVIOUSLY DEFINED NEEDS

- A. Unresolved Key Needs Defined in Business Plan:** Some 30 program objectives were identified in the 2008-2011 MetroGIS Business Plan. They are listed in Attachment A and are sorted by the eight major activity areas defined in the Plan and by relative priority within each activity area.

Although important accomplishments have been achieved over the past three years, substantive progress remains elusive for three of the highest-priority objectives defined in the 2008-2011 Business Plan:

- Defining Shared Application Needs,
- Accomplishing Partnerships with Non-Government Interests,
- Securing Adequate Technical Coordination Capacity.

Since 2011 is the final year for the current Business Plan timeframe, a focus on projects that target these long-standing, high priority objectives is suggested. Remaining relevant to changing stakeholder needs, a higher order goal of the three above-cited objectives, will not be possible unless sufficient support resources are captured. Capture of such resources is not possible unless the value of collaborative solutions to shared geospatial needs is clearly understood by executives and policy makers.

- B. Benefits/Public Value Created:** A compelling case needs to be made to realize sustained resource contributions from multiple sources. The MetroGIS [Quantify Public Value \(QPV\) Study](#) (Agenda Item 5e) was pursued to address this need, specifically to develop a means to measure public value created via the MetroGIS geospatial commons (spatial data infrastructure).

The study is anticipated to be complete by June 2011. The goal is to develop a trusted, replicable prototype “QPV” methodology. The scope is limited to parcel data and Hennepin County, given the relatively small budget. If successful, the model is expected to provide insight important to development of an effective performance measurement program for MetroGIS’s efforts as well as provide important insight needed to define benefits associate with support of the “fostering collaboration function”; the means by which regional solutions to shared geospatial needs are accomplished. Defining this benefit is a requirement to expanding support of this function beyond the Metropolitan Council, a need that has been recognized for some time by the Policy Board and understood to be vital to long-term stability of this function. More should be known by late fall 2010 whether the study will yield the desired methodology. The results are expected to provide insight that is important to other important MetroGIS program objectives.

- C. Goals That Underpinned Cancelled Geo Applications Innovations Competition:**

The following four goals underpinned MetroGIS’s decision to host of the Geo Applications Innovations Competition. The sources of these goals are the 2008-2011 MetroGIS Business Plan (organizational goals – OG) and a workshop hosted by MetroGIS in November 2008 to define shared service needs (*project goals – PG*) [order of listing is not intended to imply relative importance]. These goals continue to be sound reasoning for outcomes of MetroGIS’s efforts as they serve as vehicles to “demonstrate value to policy makers” and “catalyze partnership” opportunities:

- **Catalyze Partnerships with Public-Private / Non-Traditional Users (OG):** By catalyzing application development, organizational partnerships, which are important to addressing shared information needs, might also be identified. MetroGIS leadership has defined a goal of catalyzing partnerships that involve multiple sectors and non-traditional users to address shared information. It was hoped that the proposed competition could accomplish the identification of opportunities to act on this goal.
- **Demonstrate the Value of Web Services/Applications to Policy Makers (OG):** Assist decision makers better understand the value to their business operations that can be realized

using web services and / or applications supported by web services when standardized across multiple jurisdictions.

- **Expand Publishing of Web Services (PG):** An incentive is needed to encourage data owners to publish their data as web services. The thought is that making their services available would lead to development of applications that would be recognized by the data owners as a low risk-high reward means to explore the potential of creating value important to them via publishing services.
- **Implement Geospatial Commons (PG):** The competition was expected to expedite in-progress work to stand up the infrastructure needed to centralize publishing and finding web services. This proposed infrastructure is now called the Geospatial Commons. MnGeo and MetroGIS were collaborating on this need before the competition idea was conceived. Significant progress has been made towards this end. Regardless of the fate of the competition, this important work should continue to be supported and will facilitate the sharing of data and web services long term.

CANDIDATE 2011 REGIONAL GIS (TECHNICAL) PROJECTS

Each of the following candidate projects aligns with one or more the four goals that underpinned the Cancelled Geo Applications Innovations Competition. Each is tentatively included as a candidate project in the preliminary 2011 work plan (Attachment C):

- 1) **Place-based Budgeting Web Application:** The idea that the MetroGIS community be considered as a testbed option was conceived by the Staff Coordinator during a NGAC discussion on March 25. This idea was shared with Hennepin County Commissioner Johnson at the NGAC meeting before offering the Twin Cities as candidate testbed location. At the March 31 meeting of the MGAC, staff learned of a similar interest of David Arbeit, state GIO. This type of application functionality has resonated well among policy makers that it has been shared with and acts on a current administration priority.
- 2) **Emergency Preparedness Structures Web Application:** The Emergency Management Preparedness Workgroup oversaw the prototyping via a federal grant of a web-based application that utilizes “crowd sourcing” and web services to populate the locations of and various descriptors (attributes) for hospitals, fire stations, medical clinics, and schools. This proposal would seek to move from prototype to operational application for the Twin Cities.
- 3) **Geospatially Enabling Community Collaboration (GECCo)** initiative of GITA (Geographic Information and Technology Association). The Staff Coordinator learned of this initiative (see Attachment D) while attending the March NGAC meeting. It appears to be well aligned with MetroGIS’s goal to catalyze public-private partnerships. As of this writing, conversations were in progress with GITA leadership to learn more about how MetroGIS might leverage this initiative.
- 4) **Test implementation of the MN Geospatial Commons:** The MnGeo/MetroGIS “Commons” Workgroup has the CIO’s of 3 large agencies and the state GIO signed on to this project. One risk is that draft project plan relies on a large amount of volunteer labor for the implementation team. Some seed money to jump start the installation and configuring of the ESRI software by a consultant could go a **long** way to fast tracking this project and getting something real implemented by GIS/LIS conference this fall. The state broker/portal/commons idea has been a standing priority of MetroGIS (see Activities 6 in the work plan in Attachment A) and MnGeo. If timing is indeed “everything”, knowing that this project has a committed workgroup, project manager and executive sponsors gives it a very high chance of success. The Commons workgroup is working on a proposal that would provide the most bang for the buck related to the MN Geospatial Commons test implementation.

ATTACHMENT A

ACCEPTED CUSTODIAL RESPONSIBILITIES METROGIS ENDORSED SOLUTIONS TO SHARED GEOSPATIAL NEEDS (Last Updated: May 18, 2010)

Established Partnerships	Summary of Collaborative Roles (Bundling Operational Capacity Across Organizations to Address Shared Priority Needs)
11 organizations have assumed a total of 24 roles in support of endorsed regional solutions to shared geospatial related needs of the community	
I. Fostering Collaboration	
Primary Sponsor – Metropolitan Council Foster Collaborative Environment (<i>regional solutions to shared geospatial needs</i>)	Facilitate collaborative decision-making structure; including business planning, performance measures monitoring and reporting, needs assessments, and agreements, as well as outreach and advocacy efforts to encourage use of and feedback about adopted regional solutions and best practices. (For details see Section 1.3.2 – www.metrogis.org/about/business_planning/bplan_0305.pdf)
II. Regional Data Solutions	
(2 roles) County: Anoka (Parcels, County/MCD Boundaries)	Produce and maintain parcel data in consistent format. Submit quarterly updates to regional custodian (Council) in regional format. (For detailed roles see www.metrogis.org/data/datasets/parcels/history_pub/policy_sumv2.0.pdf)
(2 roles) County: Carver (Parcels, County/MCD Boundaries)	Produce and maintain boundary data, submit quarterly updates to regional custodian (Council) in regional format. (For detailed roles see www.metrogis.org/data/datasets/county_mcd/policy_summary.pdf)
(2 roles) County: Dakota (Parcels, County/MCD Boundaries)	(All seven counties have agreed to assume responsibility for the same roles and responsibilities concerning the region parcel and city/county boundaries datasets. Their combined level of support was estimated in 2007 to involve 20+ FTE . This effort includes surveyors, assessors, and GIS staff.)
(2 roles) County: Hennepin (Parcels, County/MCD Boundaries)	
(2 roles) County: Ramsey (Parcels, County/MCD Boundaries)	
(2 roles) County: Ramsey (Parcels, County/MCD Boundaries)	

(2 roles) County: Scott (Parcels, County/MCD Boundaries)	(Counties use these data to manage property-related records and to support their tax collection responsibilities.)
(2 roles) County: Washington (Parcels, County/MCD Boundaries)	
(1 role) DNR - Land Cover	Manage regional database and collaborative process to acquire land cover data compatible with agreed upon data content standards. DNR uses this database to support a number of its metro area natural resources and wildlife management programs. Annual support is about .5 FTE . (For detailed roles see www.metrogis.org/data/datasets/land_cover/policy_summary.pdf)
(1 role) University of Minnesota Population Center (Socioeconomic Characteristics)	Manage content of Socioeconomic Resources Website at www.datafinder.org/mg/socioeconomic_resources/index.asp . Annual support is about .2 FTE . (For detailed roles www.metrogis.org/data/info_needs/socioeconomic_characteristics/policy_summary.pdf)
(5 roles) Metropolitan Council	
⇒ Census Geography data	Produce census geography data at time of decennial census that align with other locally produced foundation geospatial data. (For detailed roles see www.metrogis.org/data/datasets/census/policy_summary.pdf)
⇒ County/MCD Boundary data	Assemble boundary data produced by counties into regional dataset. (See County Boundaries above for the specific roles)
⇒ Planned Land Use data	Develop and manage regional dataset. (For detailed roles see www.metrogis.org/data/datasets/planned_land_use/policy_summary.pdf)
⇒ Parcel data	Assemble parcel data produced by counties into regional dataset. (See County Parcels above for the specific roles.)
⇒ Street Centerline data	Contract with The Lawrence Group to maintain data to desired specifics. (For detailed roles see www.metrogis.org/data/datasets/street_centerlines/roles_respon_specs.pdf)
III.--Regional Web Services and Applications	
(1 role) – Metropolitan Council Host DataFinder Application (one-stop data discovery and distribution portal)	Maintain hardware and software platform for DataFinder and DataFinder Café and maintain currency of metadata posted on DataFinder. (For details see Section 1.3.2 - www.metrogis.org/about/business_planning/bplan_0305.pdf)
(1 role) – MnGeo Host Geocoder Service	Maintain hardware and software platform required to host the regional Geocoder service. (For details see – adoption of the regional policy statement anticipated Oct 2010)
(1 role) – MnGeo Host GeoServices Finder	Maintain hardware and software platform required to host GeoServices Finder. (For details see – adoption of the regional policy statement anticipated Oct 2010)
(Total of 25 roles supported by 11 different organizations)	

ATTACHMENT B

Approved 2008 and 2009 Work Program Priorities (Appendix in 2008-2011 Business Plan) *Sorted by Major Activity Area*

Notes: Work on a project in one activity area often achieves objectives in another area as well.

Work Program Item (## added 9/12/07 by Coordinating Committee.)	Overall Rank	Suggested Program Year	Requires Additional Technical Support	Status June 2010
I. Develop and Maintain Regional Data Solutions to Address Shared Information Needs				
a. Execute Next-Generation Parcel Data Sharing Agreement. Current agreement expires 12/08. <i>(Also Areas 3 and 6)</i>	1	2008		Completed.
b. Execute Street Centerline Agreement. Current agreement expires 12/09. <i>(Also Areas 3 and 6)</i>	2	2009		Completed
c. Adopt Best Practices to Provide View-Only Access to Licensed Data Via Applications <i>(Also Area 6)</i>	5	2008*		Completed
d. Conduct second generation identification of shared information needs (Related to Activity 2a - Shared Application Need Assessment).	6	2009	X	No progress – Proposed for Revised 2010 Workplan
e. Make substantive progress to achieve vision for next-generation (E911 Compatible) Street Centerlines dataset. <i>(Also Areas 3 and 6)</i>	8	2009	X	Partially addressed with Ib. A workgroup also defined a high-level strategy for improvements which was forwarded to MnGeo for statewide action
f. Decide next steps for emergency preparedness regional solution. <i>(Also Area 6)</i>	9	2009	X	Combined with MnGeo efforts - Also 2011 project proposal to partner with GITA to use their GECCo program to refine relationships/opportunities
g. Make substantive progress to achieve the vision for Addresses of Occupiable Units dataset. This includes implementation of a web-editing application to foster participation by smaller entities. <i>(Also Areas 3 and 6)</i>	13	2008	X*	In process: Web editing application contract was not able to be let until May 2010. Policy Board approval of a Phase I database development plan authorized April 2010
h. Achieve regional solution for jurisdictional boundaries such as school districts and water management organizations.	20	2009		No progress – Need to secure regional custodian commitments.

i. Investigate partnering opportunities with non-government Interests. (Also Areas: 2, 3, and 7)	28	2008	X	Some progress. <u>Set as the top priority in 2007</u> Defining shared web services in 2008 resulted in implementation of valuable services but no partnering. Effort to foster partnering via hosting of a Geo Applications Innovations Competition failed to attract required funding partners. A focus of MetroGIS's 2010 "Measuring Benefits of Geospatial Commons" study.
Conduct Peer Review Forums. Candidates include: Parcels, Existing Land Use, Socioeconomic Web Resources Page, Hydrology and Street Centerlines.	32	2009+	X	None hosted since Business Plan adopted in 2007. .
II. Expand Endorsed Regional Solutions To Include Support And Development Of Application Services				
##Secure technical leadership and coordination resources needed to accomplish desired expansions in scope. (Also Area 8)	N/A	Begin 2007 2008	X	Some progress. <u>This was the highest priority next step when the Business Plan was adopted in Oct 2007.</u> Economic slowdown resulted in a hiring freeze. Investigation of partnered funding for new hire also failed as no defined deliverable. Created Technical Leadership Workgroup (TLW) as a temporary surrogate and increased outsourcing overseen by (TLW). 2010 "Measuring Benefits of Geospatial Commons" is viewed as a means to define benefit needed to justify investments.
a. Develop policy framework and plan for shared applications and begin implementation (e.g., define the range of sharing options and those appropriate for MetroGIS).	3	Begin 2007 2008	X	Premature awaiting defining of shared applications. <u>This is a top priority in moving toward an expanded scope.</u>
b. Apply lessons learned from Geocoding Pilot Project.	10	2008*		Completed. Several improvements to original application implemented
c. Implement ApplicationFinder. (Also Area 6)	11	2008	X	Some progress with implementation of GeoServices Finder. Joint MetroGIS/MnGeo workgroup (MN Geospatial Commons) also in progress
d. Pursue web-based "message board" to facilitate partnering on shared application needs.	16	2008?	X	Premature: To be pursued after, or with, development of ApplicationFinder (Priority 11).
III. Facilitate Better Data Sharing by Improving Processes, Making More Data Available, and Enlisting More Users				
a. Establish working relationships with jurisdictions adjoining the Twin Cities metropolitan area to improve data sharing and interoperability. (Also Area 6)	4	2008	X	Ongoing. Informal communication as the opportunity arises.
b. Advocate for MetroGIS's efforts in development of statewide geospatial polices.	14	Ongoing		Satisfied. MetroGIS is well represented on MGAC and MnGeo workgroups.
c. Develop a management and support plan for DataFinder which incorporates tactics suggested in this Business Plan. (Also Area 6)	24	2009	X	Not started. Implement after Activities 8f and 8g.
d. Investigate enhancements to DataFinder. (Also Area 6)	30	2009?	X	In process. Component of MN Geospatial Commons project. Full compliance premature until after Activities 3c, 8f and 8g, if a need is

				identified.
e. Explore creation of Geospatial Marketplace, including Metadata “lite” directory to supplement catalogue in DataFinder, and investigate the potential for an “open source data model.” (Also Area 6)	31	2008 metadata “lite” component	X	No action. Work on as specific data models are considered. Related to 2010 MetroGIS study - Measuring Public Value of Geospatial Commons”
f. Investigate impact of cost recovery policies on the ability to achieve desired data sharing. (Also Areas 1 and 6)	34	?		In process - Focus of 2010 MetroGIS study - Measuring Public Value of Geospatial Commons” The Board asked to address within the context of a practical, as opposed to a theoretical, situation.
IV. Promote a Forum for Knowledge Sharing				
a. Host or co-host educational forums. (Also Area 2)	7	2008?		No action. Need to decide purpose of forums
b. Leverage electronic tools.	12	Ongoing		As opportunity arises. This is a component of the “fostering collaboration” function: “Facilitating sharing of knowledge relevant to the advancement of GIS technology among stakeholders”
V. Build Advocacy and Awareness of the Benefits of Collaborative Solutions to Shared Needs				
a. ##Update the Outreach Plan. Focus on ensuring stakeholder awareness of regional datasets and DataFinder, not on increasing participation in the MetroGIS organization.	N/A	Fall 2007		No progress. Added on 9/12/07. The Coordinating Committee concluded the existing Outreach Plan should be updated. No progress due to need to dedicate resources to higher priority projects.
b. Develop briefing materials to support leaders’ advocacy for benefits of collaboration among their peers. (Also Area 6)	17	2009		Remains premature: Implement after shared application role is defined.
c. Expand MetroGIS Outreach Plan to include a marketing component and begin implementation. (Also Area 6)	33	2009		No progress. Board direction July, 2007: Not sure if “marketing” is appropriate. Once shared applications role is defined reassess need and purpose. Leverage marketing expertise possessed by stakeholders before consultant assistance is considered.
VI. Expand MetroGIS Stakeholders				
a. See III.a “Working relationships with adjoining jurisdictions.”				Expands relationships beyond metropolitan area
b. See If “Next steps for emergency preparedness solution.”				Expands types of users
c. See I.g “Addresses of Occupiable Units.”				Expands types of users, in particular with cities
d. III.e “Geospatial Marketplace				Expands relationships with non-government users
VII. Maintain Funding Policies that Make the Most Efficient and Effective Use of Available Resources and Revenue for System-Wide Benefit				

a. Advocate for legislative funding initiatives valuable to outcomes defined by MetroGIS. (Also Area 6)	15	Ongoing		No action. Implement as opportunities arise.
b. Update Performance Measurement Plan (e.g., measures of public value) to align with Business Plan.	21	2008		Phase I Completed. Phase II on hold for results of MetroGIS's 2010 "Measure Benefits of Geospatial Commons Study" Proposed as 2011 project
c. Investigate creation of a partnership, or joint powers body, to expedite cost sharing on shared data acquisitions, applications, etc. (Also Area 6)	25	2009	X?	In process. Staff Coordinator is a member of NGAC Subcommittee tasked with recommending options. Objective - Seeks to streamline management and spending of funds (contracting and intellectual property rights) when multiple organizations are involved.
d. Foster community-focused philosophy regarding GIS return on investment	26	Ongoing		In process. MetroGIS's 2010 "Measure Benefits of Geospatial Commons Study" and related Phase II performance measures project.
VIII. Optimize MetroGIS Governance and Organizational Structure				
. ##Ensure accomplishments are maintained while continuing support of foundation activities for traditional "foster collaboration" function. ⁽²⁾	N/A	Ongoing		Called out as top annual work objectives priority. The Coordinating Committee concluded on 9/12/07 that continued support of these ongoing activities functions should be articulated as a priority need.
b. ##Secure technical leadership and coordination resources needed to accomplish desired expansions in scope. (Also Area 2)	N/A	Begin 2007 2008	X	Minimal progress. <i>Highest Priority Next Step expectation 2007</i> See Section II.
c. Develop a Leadership Succession Plan and ensure adequate support.	18	Begin 2007 2008		Phase I completed. No progress on Phase II.
d. Update operating guidelines to align with this Plan.	19	2009		Premature. Pursue after Outreach (Priority 33a) and Performance Measurement Plans (Priority 21) are updated.
e. Update Performance Measurement Plan (measures of public value) to align with this Business Plan. Implement Performance Measurement Plan.	21	2008	X?	Completed Phase I. Phase II on hold for results of MetroGIS's 2010 "Measure Benefits of Geospatial Commons Study"
f. Evaluate stakeholder participation relative to needs to achieve current regional objectives.	22	2009	X	Indirect progress. Related to MetroGIS's 2010 "Measure Benefits of Geospatial Commons Study". This is also a component of Activities 8g, 8h, and 8i.
g. Conduct Participant Satisfaction Survey.	23	2009		Indirect progress. Related to MetroGIS's 2010 "Measure Benefits of Geospatial Commons Study". No other progress awaiting progress on "shared applications" implementation is underway (Activity 2a, Priority 3).
h. Seek reaffirmation of role expectations by key stakeholders (i.e., sponsors and custodians).	27	Begin 2007		Ongoing. Formal endorsement was not expected, rather indirectly via renewal of agreements.
i. Conduct an evaluation of "Organizational Competencies" once Technical Leadership resource need is addressed and a plan for addressing shared applications is in place.	29	2009 (2008, time permitting)		Premature. Awaiting adoption of "shared applications" plan and resolution of current technical leadership support needs, complete the work to apply "organizational competencies" concepts fostered by Professor John Bryson, University of MN, to MetroGIS's Business/Work Planning efforts. Work on this management tool had to be postponed until the competency resources and needs related to applications are established.

⁽²⁾ The referenced on-going "foster collaboration" functions are listed in Attachment A:

ATTACHMENT C

Candidate 2011 Program Objectives (For Evaluation as Part of Proposed Needs Assessment)

*(Objectives preceded with "***" cannot be fully achieved without these additional resources).*

Proposed Objective (Numbers intended to designate relative importance)	Priority	Status – Comments June 2010	Estimated Non-Staff Cost (MetroGIS)	Lead Responsibility
1. Sustain traditional "foster collaboration" support activities ^(a) .	Very High	<u>Ongoing</u> . Directive in the 2008-2011 Business Plan established this item as the top annual priority. Key to maintaining relevance to changing stakeholder needs	N/A	Designated Custodians and Staff Coordinator
2. **Implement solutions to shared technical geospatial (web service/ application) needs: a) Complete Best Image Service (<i>funded 2009</i>) b) Complete Government Service Finder Prototype (<i>funded 2009</i>) c) ??Place-based Budgeting Web Application d) ??Emergency Preparedness Structures Web Application	Very High Very High TBD TBD	Pursuit of Regional GIS Projects is a key means to address research and development needs as well as demonstrate value to policy makers. This generic objective is called out as a separate. In so doing, each of these projects plays a key role to accomplishing objectives vital accomplishing long-term sustainability.	Prior year Prior year TBD TBD	Project workgroups with advice from the Technical Leadership Workgroup
3. Complete Quantify Public Value (QPV) study and methodology development. <i>(Incorporates task in 2009 work plan "Investigate impact of cost recovery on ability to achieve desired data sharing")</i>	Very High	<u>Project in process</u> . Key component to catalyzing cross-sector partnerships required to sustain support. Federally funded study launched May 2010. Anticipated completion June 2011. Results expected to provide insight for Items 5, 6 and 12.	\$5,000 <i>(Contingency to address currently unrecognized opportunities)</i>	Staff Coordinator, Francis Harvey, and W4Sight, LLC
4. Continue to seek addition of dedicated Technical Coordinator and related technical administrative resources to the MetroGIS support team. <i>(On hold for results of QPV Study results are available, which is anticipated June 2011)</i>	Very High	<u>On Hold</u> . Key to maintaining relevance to changing stakeholder needs A. Continue to investigate options to secure this resource via contributions from multiple interests, once the results of the 2010 QPV study (Item #3) are available. B. In the absence of dedicated technical coordination resources: 1) To the extent possible, the Technical Leadership Workgroup will continue to serve as a surrogate technical coordinator. 2) When possible, retain the services of a project/technical coordinator on a project-by-project basis.	N/A	Staff Coordinator with advice from Technical Leadership Workgroup – Mark Kotz, Chair

<p align="center">Proposed Objective (Numbers intended to designate relative importance)</p>	<p align="center">Priority</p>	<p align="center">Status – Comments June 2010</p>	<p align="center">Estimated Non-Staff Cost (MetroGIS)</p>	<p align="center">Lead Responsibility</p>
<p>5. Develop specific performance measure methods (measures of public value) to implement 2009 Performance Measurement Plan</p> <p><i>(Substantive progress needed on QPV study (Item #3) to complete this project, results need to be integrated)</i></p>	<p align="center">Very High</p>	<p>Key component to defining value and sustaining support commitments. This project is the second phase of the Performance Measurement Plan update process accomplished in 2009. The Updated PM Plan calls for annual assessments of stakeholder satisfaction with MetroGIS's efforts via surveys.</p> <p>Consider coordinating performance measurement survey design with research method for second generation shared information needs evaluation (Item 9)</p>	<p align="center">\$10,000 <i>(Assumes Phase 1 initiated in 2010)</i></p> <p align="center"><i>Actual dependent on RFP</i></p>	<p>Staff Coordinator in conjunction with supplemental professional services</p>
<p>6. **Complete second-generation shared information needs assessment.</p> <p>(Integrate with results of QPV study (Item #4) and follow-on QPV Item 3)</p>	<p align="center">Very High</p>	<p>Key component to catalyzing cross-sector partnerships. Identified in the Business Plan as an objective to be conducted in conjunction with shared application needs assessment (Item "d". Section I of the Business Plan"</p> <p>The emphasis placed on actions to understand and act on emerging needs called for in the Updated Performance Measurement Plan complements this objective, as is the call to continually assess user satisfaction via surveys and peer review forums.</p>	<p align="center">\$15,000 <i>(Assumes Phase 1 initiated in 2010)</i></p> <p align="center"><i>Actual dependent on RFP</i></p>	<p>Staff Coordinator with advice from the TLW and professional services consultant</p>
<p>7. **Develop/populate the Regional Address Points Dataset and oversee the data population process to resolve issues as they occur.</p>	<p align="center">Very High</p>	<p><u>Project in process.</u> Key deliverable to engage cities, utilities, and emergency management interests.</p> <ul style="list-style-type: none"> • Provide technical assistance to aid producers contribute address point data • Make presentations at county user group meetings, conferences, etc. and sponsor workshops to encourage participation/ contributions 	<p align="center">\$5,000</p>	<p>Address Workgroup - Mark Kotz/Nancy Read, Co-project managers.</p>
<p>8. **Implement a more fully developed geographic data, applications and service broker (MN Geospatial Commons). This item includes "explore methods for Enhancing Trust in reliability of shared services", as it is a requirement to achieve the former.</p>	<p align="center">Very High</p>	<p>A component of catalyzing cross-sector partnerships– a top priority of the Policy Board leadership. Collaborating with MnGeo via joint workgroup.</p> <ul style="list-style-type: none"> • Partner for test implementation project 	<p align="center">Up to \$5,000??</p>	<p>Technical Leadership Workgroup - Mark Kotz, Chair</p>

Proposed Objective (Numbers intended to designate relative importance)	Priority	Status – Comments June 2010	Estimated Non-Staff Cost (MetroGIS)	Lead Responsibility
9. Investigate organizational/governance structure changes necessary to effectively address priority shared geospatial needs	Very High	Key to establishing and sustaining cross sector (non-government) partnerships. Also a high priority of the National Geospatial Advisory Committee (NGAC). MetroGIS's experience and needs were integrated into a white paper developed by the NGAC Governance Subcommittee, endorsed by the full NGAC on 12/2/09, and subsequently set as a 2010-2011 NGAC work priority.	\$5,000??	Staff Coordinator and professional services consultant
10. Streamline Data Access for Emergency Responders	TBD	Key component to catalyzing cross-sector partnerships. Explore leveraging GITA's GEOCo Initiative to accomplish.	Partner up to \$5,000?	Partner with MnGeo Emergency Management Workgroup
		<u>TOTAL</u>	\$TBD	
<i>STRETCH OBJECTIVES TIME AND RESOURCES PERMITTING</i>				
11. Refresh and expand functionality of MetroGIS's organizational website (metrogis.org) to better support collaboration. (e.g., improve ease of access, support on-line collaborative document editing, add survey tools.)	TBD	Implementation Phase. Defined as a need during the 2008-2011 Business Planning process. No substantive changes have been made to the architecture since 2001.	TBD (If funding not committed to higher priorities)	Staff Coordinator and Council GIS Unit support TBD
12. 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. Leverage and integrate results of QPV study (Item #3)	TBD	Coordinate with surveys proposed for the next-generation Performance Metrics and Next Generation Information Needs Assessment. Design 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"	\$10,000??	Staff Coordinator in conjunction with supplemental professional services to assist with defining the methods and materials.
13. Apply QPV methodology to MetroGIS's "foster collaboration" function and/or other endorsed regional solutions to shared geospatial needs	TBD	Important to demonstrating public value created/benefits a key component to sustaining/ growing support. Assumes Item #5 is successful	TBD? (If other priorities do not materialize)	Staff Coordinator and professional services consultant.
14. 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	TBD	Need identified by Policy Board Chair Spr. 2009. Dependent upon securing the planned Supplemental Professional Services Contractor (Postponed to 2011 due to procurement issues and support requirements for higher priority projects.)		Staff Coordinator in conjunction with supplemental professional services

Proposed Objective (Numbers intended to designate relative importance)	Priority	Status – Comments June 2010	Estimated Non-Staff Cost (MetroGIS)	Lead Responsibility
15. 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.	TBD	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.		Staff Coordinator in conjunction with supplemental professional services
16. **Explore Geospatial Marketplace – (Collaboration Registry/Portal)	TBD	The TAT considered this idea on April 17, 2008 and did believe it to be a good use of resources, given other higher priorities.		
17. **Establish and leverage working relationships with jurisdictions adjoining the Twin Cities metropolitan area to improve data interoperability with those jurisdictions	TBD	<u>Carry over.</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		Staff Coordinator in conjunction with advice from Technical Leadership Workgroup
18. Expand Outreach Plan to include a marketing component	Premature	Policy Board directive July 2007 distinguishes marketing from outreach. Postpone until Outreach Plan updated (Item 14)		
19. **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	Premature	<u>Postpone until Performance Metrics surveys are complete.</u> 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. Also dependent upon securing a qualified Supplemental Professional Services Contractor.		Staff Coordinator in conjunction with supplemental professional services
20. **Populate metadata for GeoServices Finder, including creation of a template to promote standardization.	Premature	<u>Postpone</u> until Mn Geospatial Commons is closer to operational. Decide if this should be a MnGeo responsibility		???
21. **Conduct Peer Review Forums for endorsed regional solutions to shared information needs	Premature	<u>Postpone</u> until after the second generation needs are known: Dependent upon availability of supplemental technical and administrative support. Should be coordinated with Item #4 and surveys associated with performance metrics (Item # 7.		

Proposed Objective (Numbers intended to designate relative importance)	Priority	Status – Comments June 2010	Estimated Non-Staff Cost (MetroGIS)	Lead Responsibility
22. **Make substantive progress to achieve vision for next generation (E911-compatible) Street Centerline Dataset	Premature	<u>Postpone</u> until Peer Review Forum hosted for Street Centerline Dataset that is the subject of the agreement to go into effect January 1, 2011		
23. **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)	Premature	Postpone until the Geospatial Commons (portal) project is complete. 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.		
24. **Create a forum for visioning, coordinating, finding, and funding technical resources for the development and testing of applications and web services.	Premature	Premature use of limited resources until work completed to identify priorities for shared application needs. Potentially a component of MnGeo Geospatial Commons initiative.		

⁽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 D



Geospatially Enabling Community Collaboration: The GECCo Initiative

Background



"...reduce and/or eliminate the vulnerability of the infrastructures of society's complex technology systems that increase the difficulty for attacks on U.S. systems.."

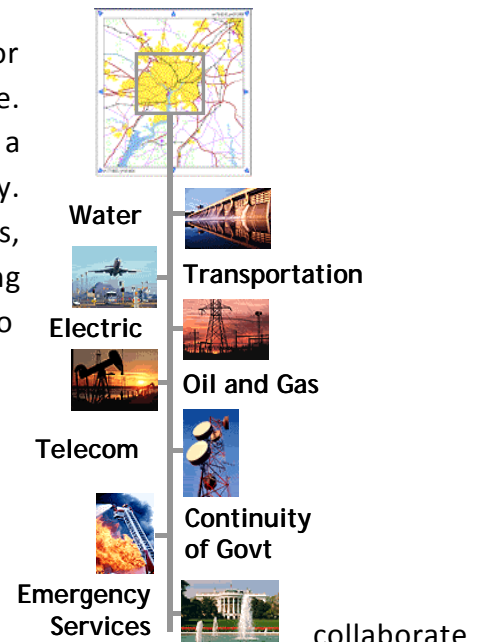
Excerpt, Homeland Security Presidential Directive 7

No matter the root cause of an emergency – terrorism, natural occurrences, or unintentional human error – the methods of preparing for, preventing, responding to, mitigating, and recovering from crisis are based on a common approach: the coordinated use of geospatial information to provide a common, spatially-based operational picture (map). This cannot happen without the many mutually dependent agencies and public and private organizations charged with protecting our nation's citizens and infrastructure

being able to efficiently and effectively share their geospatial data. GITA's GECCo initiative was developed to address the obstacles that need to be overcome before this can happen.

Purpose of the GECCo Initiative

Critical infrastructure is vital to a community that depends on it for economic security, quality of life, delivery of service, and governance. Disruption of one or more critical infrastructure assets would have a profound negative effect on all sectors within that community. Recognizing the importance of our infrastructure interdependencies, GITA began an initiative in 2004 called "Geospatially Enabling Community Collaboration," or GECCo. The purpose of GECCo workshops is to facilitate an interactive dialogue at the local level among community infrastructure stakeholders to begin to address collaboration and information exchange issues that inhibit effective response and recovery in times of emergency. The workshops employ an interactive, cooperative approach to enhance existing security-related efforts and enable community stakeholders to develop a framework by which public and private organizations can better



in order to protect critical infrastructure. This framework includes intra- and inter-organizational collaboration and coordination, effective practices and guidelines, information access and exchange, interoperability and enterprise architecture, and data and technology requirements.

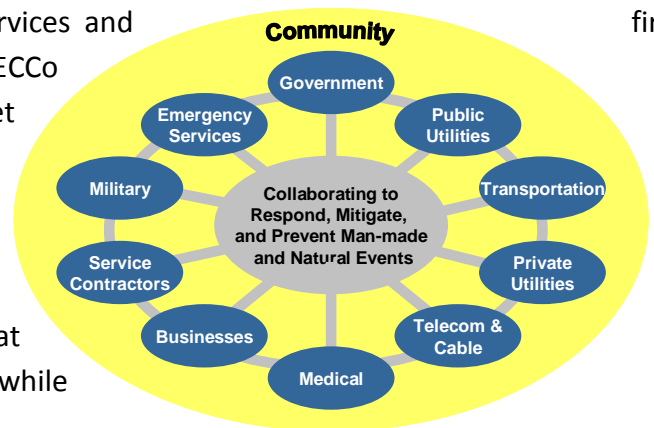
The outcome of each local or regional GECCo workshop is designed to enhance existing security-related efforts and enable community stakeholders to develop a framework so public and private organizations can better collaborate in order to protect critical infrastructure more effectively.

Results to Date

GECCo workshops have been held successfully in Honolulu, HI, Denver, CO, Western New York State, Seattle, WA, Tampa, FL, and Phoenix, AZ. The two-day sessions have attracted an average of 45 representatives of local area utilities, local, state and federal government agencies, military units, first responders, and other user organizations. In each case, workshop participants gained valuable insight by identifying and discussing barriers to collaboration and how to overcome them, opportunities for sharing data, and defining keys to successful collaboration among local and regional organizations. In several cases following a GECCo, a local working group was established to continue to identify better ways to cooperate to provide for community infrastructure security. More recently, as part of an effort to integrate the GECCo program with national efforts, emphasis is being placed on ongoing federal directives and programs, such as the protected Critical Infrastructure program (PCII), the Homeland Infrastructure Foundation-Level Data (HiFLD) program, and the Homeland Security Infrastructure Program (HSIP).

Community Collaboration

A community includes a variety of public and private organizations, including governmental agencies (local, state, and federal), public and private utilities, transportation, telecommunications and cable organizations, businesses, service contractors, military, emergency services and responders, and other organizations. The goal of the GECCo initiative is to develop a replicable framework and tool set that stakeholders in communities across the U.S. can employ in constructing collaborative models for protecting critical infrastructure against both natural and man-made events. GITA's vision is a growing network of GECCo communities nationwide that contribute to national directives and programs, while continuing to gain from each other's experiences.



About GITA

GITA is a non-profit association focused on providing education, information exchange, and applied research on the use and benefits of geospatial information and technology worldwide. Its membership includes federal, state, and local government agencies, utilities, infrastructure management organizations, and private sector companies. Visit us at www.gita.org.



TO: Policy Board

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

SUBJECT: Ratify Revisions - 2010 Work Plan and Budget

DATE: June 18, 2010
(For Jul 21st meeting)

REQUEST

Board ratification is requested for revisions to MetroGIS’s 2010 work plan and “foster collaboration” budget as recommended by the Coordinating Committee.

This proposal was developed, in accordance with direction received from the Policy Board on April 21, by the staff support team in collaboration with the Technical Leadership Workgroup (TLW) and leadership of the Policy Board and Coordinating Committee.

COORDINATING CONSIDERATION

At its meeting on June 17th, the Committee unanimously recommended that the Board ratify the modifications to the 2010 work plan and budget as presented in this report.

REASONS FOR RECOMMENDED REVISIONS

Two principal drivers have resulted in a need to reallocate \$57,000 in funding that had been designated for projects that will not proceed as had been anticipated when the 2010 work plan was adopted in January.

- 1) Cancellation of the Geo Applications Innovations Competition
- 2) Award of federal NSDI CAP grant to undertake Quantify Public Value study (*Agenda Item 5b*)

OVERVIEW OF REVISIONS TO PROJECTS FUNDED BY METROGIS

(See attached work plan and budget for specifics)

Cancelled Projects:

- | | |
|---|----------|
| a) Geo Applications Innovations Competition | \$15,000 |
| b) Populate Metadata for GeoServices Finder (prerequisite for competition) | \$ 3,500 |

Postponed Projects (primarily awaiting results of Quantify Public Value study)

- | | |
|--|----------|
| a) Phase II Performance Metrics | \$15,000 |
| b) Three communication related projects | \$12,000 |
| c) Technical Assistance for Contributions to Address Points Dataset | \$10,000 |
| d) Miscellaneous outreach/admin | \$ 1,500 |

Proposed/Revised Projects (A synopsis of each of these projects is provided on the next page)

- | | |
|---|--------------------------|
| a) 2 nd Generation Shared Information Needs Assessment | \$15,000 |
| b) Refresh/add Web 2.0 Functionality to MetroGIS website | \$17,000 |
| c) Consolidated Clip, Zip, and Ship Tool | \$5,000 |
| d) Geocoder Service Enhancements | \$10,000 |
| e) Revised Performance Metrics project | \$15,000 \$10,000** |

***The Coordinating Committee has agreed that a **pilot project to test a stormwater digital data exchange standard** should take precedence over this project if the pilot can meet conditions imposed by the Committee. The review is in process. If possible, the results will be shared with the Board before the July 21 meeting.*

RECOMMENDATION

That the Policy Board ratify revisions to 2010 MetroGIS work plan and “foster collaboration” budget, as recommended by the Coordinating Committee and presented in this report.

SYNOPSIS
PROPOSED/REVISED 2010
METROGIS-FUNDED PROJECTS

1. Project Name:

Second - Generation Shared Information Needs Analysis - Phase I (*Activity A1*)

Amount requested

\$20,000 Estimated. Actual cost dependent upon results of RFP

Summary

Conduct an assessment to identify geospatial needs (e.g., data, services and applications) shared by the cross-sector, stakeholders that comprise the MetroGIS community and conduct an exercise to define the highest priorities. The MetroGIS Staff Coordinator would serve as the project manager. A workgroup would oversee development of the RFP and conduct of the assessment. Phase 1 2010 – Retain contractor and work on process design.

How funding would be used

Funding would be used to retain a consultant to work under the general direction of MetroGIS workgroup.

Benefit to MetroGIS community

Ensure that MetroGIS's efforts to foster collaborative solutions to shared needs are relevant to changing stakeholder needs.

2. Project Name:

Refresh and Expand Collaborative Functionality of MetroGIS Website (*Activity B1*)

Phase I – Needs Assessment and Design Specifications

Amount requested

\$12,000 Estimated. Actual cost dependent upon results of RFP

Summary

The design of the metrogis.org website was last modified in 2001. Redesign is needed to update the site's look and feel, improve functionality, restructure current content organization, expand its purpose to meet more user needs, and simplify content management. One goal of this organization is to incorporate Web 2.0 functionality so that MetroGIS partners can easily participate in shared project work tasks, discuss ideas, opinions and preferences without the need to physically attend a meeting. Another is to improve the manner in which the institutional memory is organized to expedite locating information about the range of MetroGIS activities, successes and initiatives. Tanya Mayer, with the Council GIS Unit, would serve as the technical project manager.

How funding would be used

Funding would be used to retain a consultant to work under the general direction of MetroGIS workgroup.

Benefit to MetroGIS community

If a clear understanding of shared geospatial needs must exist in order to ensure that MetroGIS is able to pursue timely collaborative solutions that are relevant to changing stakeholder needs.

3. Project Name:

Zip, Clip & Ship Functionality for Minnesota Geospatial Commons (*Activity A2a*)

Amount requested

\$5,000

Summary

Hire programming consultant to develop a tool for agencies to make available zip, clip & ship functionality of datasets via their services within the Minnesota Geospatial Commons. Jessica Deegan, with the Council's GIS Unit, would serve as project manager.

How funding would be used

Funding would be used to hire programming assistance in two distinct pieces.

- 1) Develop a template geoprocessing model for agencies to implement zip, clip & ship functionality from their data services.
- 2) Develop functionality to consolidate requests for the end user from federated data storage/service delivery points.

The funding request estimates 50 hours for a senior level programmer at \$100 per hour. *Estimate based on current going rate for \$95/ hour consulting fees for a senior programmer at MnGeo.*

Benefit to MetroGIS community

Having a zip, clip & ship mechanism in the Commons would restore functionality for an end user acquiring clipped data downloads. This functionality was initially a part of DataFinder Café but is presently not supported. In addition, MetroGIS data and services customers would have consolidated access to clipped data from variety of other data sources, such as Mn DNR and MnGeo.

4. Project Name:

Metro Geocoder Service Enhancements (*MetroGIS Framework Service*) (*Activity A2b*)

Amount requested

\$10,000

Summary

Hire programming consultant to accomplish the "Geocoder Extensions" listed below. Nancy Read, with Metropolitan Mosquito Control District, would serve as project manager. A RFP process may be needed for the parser functionality component.

Geocoder Extensions – Funding Request, 2010

The Metro 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 can be used as a basic part of fulfilling other potential web service projects, such as the Proximity Finder / Jurisdiction Finder. It can use the new Addressable Units data set as a data source, and could be used in conjunction with the Address Edit tool. It could easily be expanded to provide a statewide geocoding solution. It demonstrates the use of open source code for solution development.

There are a few things about the current Geocoder implementation that users have requested be revised to expand use:

1. Add a "universal search" parser front-end so user could send service a text string and it figures out which parts are street (or intersection or landmark), city, state, zip. Currently the end-user application has to be set up to enter parts separately. Example:

Mailing Address 1

Mailing Address 2

Mailing City

Location City

Mailing State

Mailing Zip

Users would like to be able to enter this in one string, similar to major online public geocoders.

2. Add return of a "standardized" address, possibly USPS

3. Add an easy batch interface – the State geocoder group now getting started (Mike Dolbow, Kent Treichel, Tim Zimmerman, John Wiersma) is particularly interested in a batch interface, but other metro users have also used the existing geocoder that way
4. More code/instructions/examples for using geocoder with ESRI products
5. The current PAGC geocoder code requires the underlying data to be delivered in shapefile format, which it then converts to Berkeley 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/page_restructure.pdf

The original Geocoder group includes Jim Maxwell (TLG), Dave Bitner (MAC), Kent Treichel (MN Dept. of Revenue), Pete Olsen, Chris Cialek, and Jim Dickerson (LMIC), Bob Basques (City of St. Paul), Gordy Chinander (Metro Emergency Services Board), Mark Kotz (Metro Council), and Nancy Read (MMCD, project manager and contact for correspondence, nancread@mmcd.org, 651-643-8386). Additional participants for Landmarks: Matt McGuire (Metro Council), Ron Wencl (USGS). We plan to coordinate with the State Geocoder group (listed above) as well.

How funding would be used

Funding would be used to hire programming assistance

Benefit to MetroGIS community

A more responsive geocoding service that can be called up to support numerous stakeholder applications.

5. Project Name: *(Substitute Stormwater Data Exchange Standard Pilot if Ready)*

Develop Performance Measurement Methods/Metrics - Phase I (Activity B1)

Phase I – Make as much progress as possible in 2010 (S)

Amount requested

\$10,000 Estimated in 2010. Actual cost dependent upon results of RFP

Summary

In October 2009, the Policy Board adopted an updated Performance Measurement Plan. This plan provides guidance for development of actual metrics to measure progress toward accomplishing outcomes defined for MetroGIS's efforts. The results of the in-progress MetroGIS Quantify Public Value (QPV) study are expected to provide insight and information valuable to the development of metrics, hence, work on metrics development has been postponed until sufficient progress is made on the QPV study. The MetroGIS Staff Coordinator would serve as the project manager. A workgroup would oversee development of the RFP to retain consultant assistance and oversee conduct of the project.

How funding would be used

Funding would be used to retain a consultant to work under the general direction of MetroGIS workgroup.

Benefit to MetroGIS community

One cannot manage what one cannot measure. MetroGIS cannot achieve its stated mission (enhance stakeholder operating capacity) unless its efforts are able to remain relevant to changing stakeholder needs. MetroGIS leadership cannot be sure that MetroGIS's efforts are relevant without a means to progress/impact. The purpose of this project is to provide these means.

ATTACHMENT A

MetroGIS 2010 Program Objectives (Recommended Revisions - June 2010)

(Objectives proceeded with "***" cannot be fully achieved without these additional resources).

Program Objective (Numbers intended to designate relative importance)	Priority	Status - Comments	<u>Estimated Non-Staff MetroGIS Expense</u>	Lead Responsibility
1. Sustain traditional "foster collaboration" support activities ^(a) .	Very High	<u>Ongoing</u> . Directive in the 2008-2011 Business Plan established this item as the top annual priority. Key to maintaining relevance to changing stakeholder needs.	N/A	Designated Custodians and Staff Coordinator
32 . Execute a Next-Generation Street Centerline Data Access Agreement	Very High	<u>In process</u> . The current agreement will expire 12/31/10. A RFP is anticipated to be published by mid-summer.	N/A	Staff Coordinator
123 . ** Pursue implementation of a more fully developed geographic data, applications and service broker, <u>including "explore methods for Enhancing Trust in reliability of shared services", as it is a requirement to achieve the former" (formerly Item 13).</u>	Very High	<u>In process</u> . A component of catalyzing cross-sector partnerships-- a top priority of the Policy Board leadership. Collaborating with MnGeo via joint workgroup. Geospatial Commons Test implementation in progress. <ul style="list-style-type: none"> • <u>Retain a programming consultant to create a clip, zip and ship function valuable to DataFinder.</u> 	\$5,000	Technical Leadership Workgroup - Mark Kotz, Chair
13 . ** <u>Explore methods for Enhancing Trust in reliability of shared services-- (combined with old #12, new #3)</u>	High	2009 objective postponed to 2010 per Policy Board decision on July 22, 2009. A requirement to accomplish Item 12.		Technical Leadership Workgroup-- Mark Kotz, Chair
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>In process</u> . Application development anticipated to begin late spring 2010 via contract with Applied Geographics. Phase I contributions to actual regional dataset began spring 2010. Technical assistance/outreach plan to assist producers contribute data to be devised for 2011 implementation	1) <i>Prior funding</i> 2) \$10,000 <u>(premature for 2010)</u>	Address Workgroup - Mark Kotz/Nancy Read Co-project managers.
5. <u>Develop Quantify Public Value (QPV) methodology (Incorporates 2009 work plan task "Investigate impact of cost recovery on ability to achieve desired data sharing")</u>	Very High	<u>In process</u> . Key component to catalyzing cross-sector partnerships -- a top priority of Policy Board leadership. Study launched May 2010 with fed grant. Anticipated completion June 2011. Results expected to provide insight for Items 7, 10 and 11.	N/A	Staff Coordinator, Francis Harvey, and W4Sight, LLC

Program Objective (Numbers intended to designate relative importance)	Priority	Status - Comments	<u>Estimated Non-Staff MetroGIS Expense</u>	Lead Responsibility
<p>56. **Implementation solutions to shared technical geospatial (web service / applications) needs:</p> <p>a) Best Image Service (2009 funded project)</p> <p>b) Government Service Finder Prototype (2009 funded project)</p> <p>c) Host a Web Feature Services contest modeled after the Apps for Democracy contest hosted by Washington D.C. c) Part of 5c.</p> <p>d) **Populate metadata for GeoServices Finder, including creation of a template to promote standardization (Potential future component of the MN Geospatial Commons project - Item 3.)</p> <p>c) (See #3 - consolidated clip, zip and ship functionality)</p> <p>d) Geocoder Service Enhancements (MetroGIS Framework Service)</p>	<p>Very High</p> <p>Very High</p> <p>Very High</p> <p>Very High</p> <p>Very High</p> <p>Very High</p>	<p><u>Ongoing.</u> Pursuit of Regional GIS Projects is a key means to address research and development needs as well as demonstrate value to policy makers This generic objective is called out as a separate. In so doing, each of these projects plays a key role to accomplishing objectives vital accomplishing long-term sustainability.</p>	<p>Prior year funding</p> <p>Prior year funding</p> <p>\$18,500</p> <p>\$3,500</p> <p><i>(see Item 3)</i></p> <p>\$10,000</p>	<p>Project workgroups that proposed the projects with advice from the Technical Leadership Workgroup - Mark Kotz, Chair.</p>
<p>87. **Conduct second-generation shared information needs assessment. (Phase I: Retain contractor and imitate work on research design.)</p> <p><i>(Results of Quantify Public Value (QPV) study (#5) expected offer some insight.)</i></p>	<p>Very High</p>	<p><u>Not started.</u> Key component to catalyzing cross-sector partnerships. Identified in Business Plan to be conducted in conjunction with shared application needs assessment.</p> <p>In November 2008, a forum was hosted to identify shared application and service needs. Actionable results for several shared service needs but on progress on shared application opportunities.</p> <p>Complimenting this activity: Performance Measurement Plan calls for actions to understand and act on emerging needs and continually assess user satisfaction via surveys and peer review forums.</p>	<p>\$20,000</p> <p><i>(Phase I)</i></p>	<p>Staff Coordinator with advice from <u>consultant and TLW</u></p>
<p>8. Refresh and expand functionality of MetroGIS's organizational website (metrogis.org) to better support collaboration. (e.g., improve ease of access, support on-line collaborative document editing, add survey tools.) (Phase I -Needs Assessment and Design Requirements)</p>	<p>Very High</p>	<p><u>Defined as a need during the 2008-2011 Business Planning process. No substantive changes have been made to the architecture since 2001.</u></p>	<p>\$12,000</p>	<p><u>Staff Coordinator and Council GIS Unit support TBD</u></p>

Program Objective (Numbers intended to designate relative importance)	Priority	Status - Comments	<u>Estimated Non-Staff MetroGIS Expense</u>	Lead Responsibility
419. Investigate organizational/governance structure changes necessary to effectively address priority shared geospatial needs	Very High	<u>In process.</u> Related to exploring partnering opportunities with non-government interests. Also a high priority of the National Geospatial Advisory Committee (NGAC). MetroGIS's experience and needs were integrated into a white paper developed by the NGAC Governance Subcommittee and endorsed by the full NGAC on 12/2/09 and subsequently set as a 2010-2011 NGAC work priority	<u>N/A</u>	Staff Coordinator
710. Develop specific performance measure methods (measures of public value) to implement 2009 Performance Measurement Plan. Phase I Fall 2010 – Develop RFP, assuming sufficient progress on QPV study (Item 5) (Component of 2010 Quantify Public Value (QPV) study (#5).	Very High	<u>On hold for QVP Study:</u> Second phase of the Performance Measurement Plan update process accomplished in 2009. The Updated Plan calls for annual assessments of stakeholder satisfaction with MetroGIS's efforts via surveys. Coordinate performance measurement survey design with development of research method for 2 nd generation shared information needs evaluation (Item 8)	\$15,000 <u>10,000</u> <u>(Phase I)</u>	Staff Coordinator with supplemental professional services
STRETCH OBJECTIVES TIME AND RESOURCES PERMITTING				
611. 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. (Component of Quantify Public Value (QPV) study (#5).	Very High	<u>On hold for QVP Study.</u> Coordinate with surveys proposed for the next-generation Performance Measures (Item 11). Design 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”	<u>N/A</u> <u>(Coordinate with Item 10)</u>	Staff Coordinator with supplemental professional services to assist with defining the methods and materials.
TOTAL			\$57,000	

Program Objective (Numbers intended to designate relative importance)	Priority	Status - Comments	<u>Estimated Non-Staff MetroGIS Expense</u>	Lead Responsibility
<p>212. Continue to seek addition of dedicated Technical Coordinator and technical administrative resources to the MetroGIS support team.</p> <p><u>(On Hold for Results of Quantify Public Value (QPV) study (#5) might offer some insight.)</u></p>	Very High	<p><u>In process</u> Key to maintaining relevance to changing stakeholder needs</p> <p>A. Continue to investigate options to secure this resource via contributions from multiple interests, once the results of the 2010 QPV study (Item #3) are available.</p> <p>B. In the absence of dedicated technical coordination resources:</p> <ol style="list-style-type: none"> 1) To the extent possible, the Technical Leadership Workgroup will continue to serve as a surrogate technical coordinator. 2) When possible, retain the services of a project/technical coordinator on a project-by-project basis. 	N/A	Staff Coordinator with advice from Technical Leadership Workgroup – Mark Kotz, Chair

(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 Budget Refinements
(June 2010)

(See Following Page)

		2010	2010
Main Activity	Sub-Activity	Approved (1/27/2010)	Recommended Revisions (6/2010)
Professional Services/Special Projects		\$55,500	\$57,000
	A. Identify and Implement Solutions to Specific Shared Information and Application Needs		
	— (1) Host Web Feature Services Contest (assumes other partners) —	\$15,000-	
	— (2) Populate Metadata for Geoservices Finder (<i>in conjunction with A1, above</i>) —	\$3,500-	
	— (3) Technical Assistance/Outreach to Populate Regional Address Points Dataset — (<i>Postpone to 2011</i>)	\$10,000-	
	(1) Conduct Second -Generation Shared Information Needs Analysis / Ensure Stakeholder Needs are Understood (<i>Phase I</i>)	Part of B(1) old	\$20,000
	(2) Regional GIS Projects:		
	(a) Consolidated clip, zip and ship tool Geospatial Commons/ DataFinder		\$5,000
	(b) Geocoder Enhancements		\$10,000
	B. Organizational Development and Communication Projects		
	(1) Develop Performance Measurement Methods to Implement New Plan Adopted 2009 (<i>Phase I - Design</i>)	\$15,000-	\$10,000
	(2) Refresh and Expand collaborative functionality of MetroGIS web site (<i>Phase I - Design</i>)		\$12,000
	— (2) Develop a Plan to Address Known Risks and Obstacles to Sharing (e.g., Security, Licensing, Budgets, etc.) ⁽ⁱⁱⁱ⁾	\$7,000-	\$0
	— (3) Develop new Communications/Outreach Plan-	\$3,000-	\$0
	— (4) Design New Outreach Materials ^(iv)	\$2,000-	\$0
	— (5) Leadership Development Plan (<i>based upon 10 key elements defined in 2008</i>)	(iv)	(iv)
	C. Technical Coordinator Outsource Contract (assumes other partners 3+/- year pilot)	TBD ^(v)	\$0
Data Access/Sharing Agreements	Regional Parcel Data Sharing Agreement (contract payments to counties per 2009-2011 agreement)	\$28,000	\$28,000
Outreach		\$2,100	\$600
	Printing Outreach Materials (e.g., Information Brochure) <i>Item B(4) must precede.</i> ^(vi)	\$500-	\$0
	Advocacy/Networking Mileage (200 m/mo x \$.48/mile = \$1,152) ^{(vii) (viii)}	\$1,200-	\$500
	Annual Report/Informational Brochure (see above)		
	• Postage – 800 postcards (\$0.30=\$240) in addition to 1500+ via email)	\$300-	\$50
	• Minimal for other communications	\$100-	\$50
Misc Office		\$400	\$400
	Website Domain registration (www.metrogis and www.datafinder - \$32/ea)	\$64	\$64
	Specialty Team/Forum Support Materials	\$336	\$336
	TOTAL NON-STAFF PROJECT FUNDS	\$86,000	\$86,000
NOTES:			
	⁽ⁱ⁾ Develop/update of outreach materials to follow Outreach Plan Update project. See Item B(3).		
	⁽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) If sufficient budgeted funds remain uncommitted as of the October Policy Board meeting pursue an out source contract		
	^(v) TBD. Needs to be proceeded by agreement on a organizational structure that permits sharing of ongoing administrative costs and if other sources of funding are determined to be potentially available, decide how much of MetroGIS's funds should be redirected.		
	^(vi) Rely on limited on-demand printing for handouts. Otherwise distribution of PDFs via Internet		
	^(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: Francis Harvey, Research Coordinator - QPV Study
Randall Johnson, Administrative Coordinator - QPV Study (651-602-1638)
SUBJECT: Measuring Public Value of Geospatial Commons: A MetroGIS Case Study
(*Short Title - MetroGIS QPV Study*)
DATE: July 6, 2010
(*For Jul 21st Meeting*)

INTRODUCTION

The purpose of this report is to update the Policy Board on the status of the MetroGIS QPV Study. This study is supported by a \$50,000 federal grant that was awarded to the project in April.

The primary objective for pursuing this study is to create a replicable methodology capable of quantifying value (direct and indirect) to both the taxpayer and participating government organizations attributable to data sharing, specifically parcel data. (See Attachment A for an overview of the design and deliverables.)

The funding authority is the Federal Geographic Data Committee (FGDC), through its National Spatial Data Infrastructure (NSDI) Cooperative Agreements Program (CAP) program.

PROJECT STATUS

In late April, Danielle Scarfe and Molly Managan, with W4Sight, Chicago, IL, were retained to assist with several components of the study. They joined Francis Harvey and Randall Johnson the week of May 4 for training on a Return on Investment (ROI) methodology developed by Geospatial Information & Technology Association (GITA), use of which is a requirement of the grant funding.

The study is comprised of four major tasks. Completion is anticipated by June 2011. Work on Task 1 officially launched the week of May 10. The purpose of Task 1 is to describe the costs and benefits to Hennepin County of utilizing geospatial technology to manage parcel data. Gary Swenson, Hennepin County GIS Manager, is assisting with support of Task 1. Due to limited resources, the scope of this prototyping effort has been limited to parcel data, in particular, that which adheres to standards that support interoperability. Progress can be followed on the study [website](http://sdiqpv.net/sdiqpv/Welcome.html) at <http://sdiqpv.net/sdiqpv/Welcome.html>.

STUDY MANAGEMENT TEAM AND PROSPECTIVE ADVISORY TEAM MEMBERS

At the March Committee and April Policy Board meetings, members were invited to serve as study advisors, in particular, related to defining survey questions and identifying interview candidates with desired expertise. Those who have expressed interest are listed in Attachment B.

IMPACT ON 2010 WORK PLAN AND BUDGET

Through the process of developing the proposed QPV methodology, progress is expected to also be made on developing next-generation performance measures called for in the MetroGIS's new Performance Measurement Plan, adopted by the Policy Board last October. Prior to receiving this grant award, \$15,000 had been allocated in MetroGIS's 2010 budget to develop these next-generation measures. However, since it is unlikely the QPV study results will be far enough along in 2010 to do more than develop a Request for Proposals by year-end, work on the performance measurement project is proposed to be moved to 2011. (See Agenda Reports 5c and d.)

RECOMMENDATION

That Policy Board members:

- 1) Ask questions, as needed, to understand the study purpose, deliverables, and design.
- 2) Identify any individuals that should be added to the listing of advisors in Attachment B, whose expertise would be valuable to this study.

ATTACHMENT A

Fact Sheet MetroGIS Quantify Public Value (QPV) Study (June 2010)

Introduction and Context:

Does this situation sound familiar? You are a GIS program manager. Your intuition tells you that sharing geospatial data produced by your organization would likely result in substantive efficiency improvements for your organization but without hard numbers to prove your case, sharing remains a novel thought. If so, MetroGIS's Quantify Public Value (QPV) Study, summarized below, will hopefully provide a means to act on your intuition. Our goal is to create a replicable methodology capable of quantifying value (direct and indirect) to both the taxpayer and participating government organizations attributable to data sharing, specifically parcel data.

David Claypool, a visionary active in the early Twin Cities (Minnesota) geospatial community, asserted that "organizations that are using GIS on their own are not getting the full benefit of the technology". Subsequently, [MetroGIS](#) was created to foster knowledge sharing and sharing of resources to accomplish collaborative solutions to shared geospatial needs. The mission being "to expand stakeholders' capacity to address shared geographic information technology needs and maximize investments in existing resources through widespread collaboration of organizations that serve the Twin Cities metropolitan area". The culture of the geospatial profession, which serves the Twin Cities, has enthusiastically embraced the notion of using the natural intra-organizational integrating capacities of geospatial technology to improve organizational effectiveness and understands that public value is created in so doing.

Need for Quantitative Measures of Value:

Over the past decade, MetroGIS completed eleven stakeholder [testimonials](#) to document public value created through its efforts. Substantive organizational efficiency improvements have been described. These testimonials, or qualitative measures of value created, provide insight and value but leadership acknowledged, in adopting MetroGIS's second performance [measurement plan](#), that quantitative measures are needed to fully realize MetroGIS's mission because more complex, cross-sector solutions are desired than the current structure is capable of accomplishing.

Study Funded:

Acting on this need, a [proposal](#) for a 2010 NSDI CAP Grant was submitted. The awarded project proposes development of a methodology capable of quantitatively measuring public value created when organizations actively participate in a geospatial commons. The study is entitled "*Measuring Public Value of Geospatial Commons: A MetroGIS Case Study*", "*MetroGIS Quantify Public Value (QPV) Study*" for short. The lead proposers represent major stakeholders in the Twin Cities geospatial community (spatial data infrastructure) – 1000 Friends of Minnesota, Hennepin County, MetroGIS, and the Metropolitan Council. The 300 local and regional organizations that serve the seven-county, Minneapolis-St. Paul metropolitan area - the MetroGIS community - comprise the study domain. The territorial focus of the study is Hennepin County, the 32nd largest county in the United States by population. The study involves participation by representatives from multiple government, non-profit, utility, industry, and academic interests.

Understanding the public value of data sharing is a key issue in discussions surrounding spatial data infrastructure (SDI) development and continued support. The proposed QPV methodology extends the Return on Investment (ROI) methodology developed by the Geospatial Information & Technology Association ([GITA](#)) to account for multiple uses and reuse chains of parcel data produced by Hennepin County. Due to limited resources, the scope of this prototyping effort has

been limited to parcel data, in particular, that which adheres to standards that support interoperability. QPV takes into account value chains and reuse benefits over a longer-term perspective. The results of the Hennepin County-based ROI component will be shared with an international team of scientific advisors who are experts on SDI. These experts will assist in defining shortcomings in the ROI methodology that must be resolved to effectively account for value chains and reuse benefits which create public value.

Status of QPV Study:

The federal cooperative funding agreement was executed in April. [W4Sight](#) was then retained to assist with major components of the study. The study officially launched on May 10, 2010. It consists of four major tasks. Completion is anticipated by June 2011. Task 1 involves conducting GITA's ROI analysis for Hennepin County; defining costs and value internal to Hennepin County of utilizing geospatial technology to manage parcel data. Task 2 involves defining benefits for a SDI environment, initiating the outward looking QPV analysis, and is scheduled to begin in September 2010. Experts specializing in SDI development will be invited to participate, beginning with Task 2.

Contact Information:

- Study Administrative Matters: Randall Johnson, MetroGIS Staff Coordinator, randy.johnson@metc.state.mn.us
- Study Research Matters: Francis Harvey, University of Minnesota, francis.harvey@gmail.com
- The project website is <http://sdiqpv.net>
- MetroGIS's website is <http://www.metrogis.org>

ATTACHMENT B

QPV Advisory Team Prospective Members (May 25, 2010)

Research/Scientific Community- Spatial Data Infrastructure (SDI) Experts:

- 1) Joep Crompvoets (Joep.Crompvoets@soc.kuleuven.be) - Belgium
- 2) Cameron Easton (cameron.easton@scotland.gsi.gov.uk) - United Kingdom
- 3) Yola Georgiadou (georgiadou@itc.nl) - Netherlands
- 4) Doug Halsing (dhalsing@usgs.gov) – US (Washington D.C.)
- 5) Kate Lance (klance_remote@yahoo.com or Kate.T.Lance@nasa.gov) – US (Texas?)
- 6) Bastiaan von Loenen (B.vanLoenen@tudelft.nl) - Netherlands
- 7) Roger Longhorn (ral@alum.mit.edu) - Belgium
- 8) Zorica Nedovic-Budic (zorica.nedovic-budic@ucd.ie)- Ireland
- 9) Martin Plante (Martin.Plante@USherbrooke.ca) - Canada
- 10) Abbas Rajabifard (abbas.r@unimelb.edu.au) - Australia
- 11) David Tulloch (dtulloch@crssa.rutgers.edu) – US (New Jersey)
- 12) Danny Vandenbroucke (danny.vandenbroucke@SADL.kuleuven.be) – Belgium

General Advisors (*survey questions and interview candidates*):

- 13) Bob Samborski (bsamborski@gita.org) – US (Colorado)
- 14) Greg Babinski w/King County, WA and/or Cy Smith (cy.smith@state.or.us) – US (Oregon)
- 15) David Arbeit (david.arbeit@state.mn.us) – US (Twin Cities)
- 16) Larry Charboneau (larry@ncompasstech.com) US (Twin Cities)
- 17) Will Craig (wcraig@umn.edu) – US (Twin Cities)
- 18) David DiSera (ddisera@ema-inc.com) – US (Twin Cities)
- 19) Mike Dolbow (mike.dolbow@state.mn.us) US (Twin Cities)
- 20) Kathie Doty (kdoty@umn.edu) – US (Twin Cities) US (Twin Cities)
- 21) Rick Gelbmann (rick.gelbmann@metc.state.mn.us)
- 22) Laura Kalambokidis - U of M Economist (kalam002@umn.edu) – US (Twin Cities)
- 23) Tony Pistilli (tony.pistilli@metc.state.mn.us) – US (Twin Cities)
- 24) Steve Swazee (sdswazee@sharedgeo.org) – US (Twin Cities)

QPV Study Management Team:

- Randall Johnson, Administrative Coordinator, MetroGIS Staff Coordinator
- Francis Harvey, Study Research Coordinator, U of M
- Danielle Scarfe, W4Sight, Research Consultant
- Gary Swenson, GIS Manager, Hennepin County

Advisors to Study Management Team

- Terry Schneider, Mayor Minnetonka (city in Hennepin County), Chair MetroGIS PB)
- Peter Henschel, Carver County GIS Manager
- Randy Knippel, Dakota County GIS Manager
- Sally Wakefield, Ex Dir 1000 Friends Mn, Chair MetroGIS Coordinating Committee
- *Private Sector Rep- TBD*