MetroGIS Technical Advisory Team

Cooperation, Coordination, Sharing Geographic Data

Agenda

Thursday, May 15, 2003

Centennial Office Building, Room 302
(Southeast of State Capitol Building)
St. Paul, MN
2:00 to 4:00 PM

1. **Call to Order**

2. **Approve Agenda**

3. **Approve Meeting Summary**
   a) November 7, 2002 ..... all

4. **Meeting Reports**
   a) April 9 Coordinating Committee Meeting .....Randall Johnson
   b) April 30 Policy Board Meeting .....Randall Johnson

5. **Items Requiring Action or Discussion:**
   a) Highways and Roads Technical Workgroup .....Mike Dolbow
   b) Planned Land Use – Change to Data Specifications and Responsibilities.....Paul Hanson
   c) Performance Measures .....Mark Kotz
   d) Data Users Forums for Parcels and TLG – Fall .....Mark Kotz
   e) Standard Thematic Categories Update.....Mark Kotz
   f) The Technical Advisory Team – What should we be? .....Mark Kotz

6. **Project and Workgroup Reports**
   a) Socioeconomic Workgroup.....Randall Johnson
   b) Existing Land Use Business Information Need Forum April 17 .....Paul Hanson
   c) Hydrology Data Workgroup ..... Susanne Maeder/Paul Hanson

7. **Information Sharing**
   a) Regional Parcel Dataset available to non-government .....Mark Kotz
   b) TLG Data Available via DataFinder .....Mark Kotz
   c) Quarterly Update of Municipal Boundary Dataset being Tested.....Mark Kotz
   d) March GeoWorld Cover Story and Real Estate Journal Articles about MetroGIS....Randall Johnson
   e) May 21 URISA Summit in Washington D.C. .....Randall Johnson
   f) Enhancement to DataFinder / Coordination with MN GeoIntegrator.....Randall Johnson
   g) Mailing Label Application .....Randall Johnson
   h) Federal Address Standard out for Review.....Mark Kotz

8. **Next Meeting = August 14, 2003**

9. **Adjourn**

3. Approve Meeting Summary

See attached meeting notes from November 7, 2002 meeting.

4. Meeting Reports

4a) April 9 Coordinating Committee Meeting Highlights .....Randall Johnson

[Not listed - Recommendations for actions that were approved by the Policy Board]

MetroGIS 2003 Funding and Work Programming Update
Staff summarized the expected impacts of the loss of around $82,000 non-staff project funds, noting that that workplans adopted in January should be doable with the possible exception of enhancements to DataFinder.

Quarterly Performance Measures Report
The large difference in data downloading activity between the FTP versus Café methods was talked about and the inverse cost to accommodate these preferences. It was noted that the total numbers are likely not telling the whole story – the Café was developed primarily to subset large datasets and was not intended to reduce the use of FTP. It was agreed that we (all committees and staff) should think about how to measure satisfaction and possibly think about setting targets.

4b) April 30 Policy Board Meeting Highlights .....Randall Johnson

GIS Technology Demonstration
Nancy Read, Technical Leader for the Metropolitan Mosquito Control District (MMCD), shared how the District uses GIS and how it has greatly improved its efficiency as a result of the existence of MetroGIS. Prior to MetroGIS, Ms. Read explained that the MMCD relied upon its field staff to update its 2600 field maps by hand with colored pencils and light tables over the winter months. At best, 1/5th of these maps could be updated. Since the arrival of MetroGIS's regional data solutions for parcel and street centerline data, streamlined data licensing, and one-stop access via DataFinder over the Internet, plus access to orthoimagery acquired by the Metropolitan Council, the MMCD now is able to print updates of all 2600 field maps in approximately week. In addition to greatly improving staff efficiencies, the data sharing fostered by MetroGIS has also saved the District over $10,000, thus far, in data purchase expenses.

Use of GIS technology by the MMCD permits storage of significantly more data in a readily retrievable format about each of the 70,000+/- wetlands mapped by the District; data which are available for use by other interests. Access to the regional street centerline, and jurisdictional boundaries databases also make it possible to quickly address-match and map a variety of incident data, e.g., location of victims of mosquito borne disease, as well as, improve efficiencies for reporting to the Department of Agriculture. Ms. Read commented that the District would like to be able to associate their wetlands data with real-time meteorological data (rainfall) to quickly identify changes in wetland water level – a primary factor for hatching of dormant mosquito eggs. This is important because they only have a few days after a rainfall to control the mosquitoes in the larval stage (before they emerge as adults), the most effective of the options to control mosquitoes. She encouraged MetroGIS to investigate whether real-time weather data might be a prospective candidate for a regional collaboration and, if so, the MMCD would be very interested in participating and further noted that the MMCD has been investigating the services provided by Meteorologix, a national firm with offices in the Twin Cities that is a leader in the weather data industry. She also encouraged MetroGIS to investigate the possibility of a regional program to acquire and sustain compatible Digital Elevation Map (DEM) data for the entire metro area both for its own use and for improving accuracy of orthophotography.

Ms. Read concluded her comments with two statements. First, the MMCD is willing to share their wetlands database and is currently participating on the MetroGIS Hydrology Information Needs Workgroup to see how these data might be integrated into a region lakes and wetlands solution. Second, she thanked MetroGIS for fostering an environment where knowledge sharing among disparate interests is now common place, further noting that for small organizations, such as the MMCD, the ability to learn from others and to leverage public investment is very important.

ISO Geospatial Data Theme Categories Endorsed
Policy Board endorsed the table of International Standards Organization (ISO)-based themes, dated June 6, 2002, for categorizing geospatial data and related metadata and promote them for use by the MetroGIS community, with the understanding that the Coordinating Committee will provide a layperson's description for the "cadastral" and "elevation and derived products" categories.

It was noted that MetroGIS and LMIC had collaboratively derived the proposed categories from the national/international standard, and had maintained consistency with the standard with the modifications made to address local needs; that the primary use for the MetroGIS community would be the data catalogue associated with MetroGIS DataFinder; that endorsement as a best practice by the Policy Board would involve sharing the data categorization scheme for voluntary implementation by any stakeholder who wished to use it for their internal needs; and how stakeholder interests might use this categorization scheme to address their own needs, using a library metaphor.

5. Items Requiring Action or Discussion

5a) Highways and Roads Technical Workgroup ..... Mike Dolbow

Mike Dolbow will give a short presentation to explain the fundamental concepts of Mn/DOT's Location Data Manager (LDM) project, which has been derived thus far from a proposed national standard. The LDM project is based on Anchor Points, or unique road intersections; and Anchor Segments, which are the sections of road between Anchor Points. The key to making the LDM a truly sharable and scalable system is the ability to have multiple cartographic representations of each Anchor Segment. As long as a data producer uses the Anchor Point ID's assigned by Mn/DOT, they can have cartographic representations that are more or less accurate than other data sets. Attributes can be linked between data sets, encouraging the sharing of a wide variety of data sets that are developed at various scales and for various purposes.

The purpose of the presentation will be to brief the TAT on the progress of the Roads and Highways Technical Workgroup, and to invite those interested to the Coordinating Committee meeting, where a more formal presentation will be given by Mn/DOT.

5b) Planned Land Use – Change to Data Specifications and Responsibilities ..... Paul Hanson

TO: Technical Advisory Team

FROM: MetroGIS Staff Support Staff Team
Contact: Paul E. Hanson (651-602-1642)

SUBJECT: Planned Land Use – Change to Data Specifications and Responsibilities

DATE: May 6, 2003
(For the May 15th Meeting)

Request
Staff is seeking the Technical Advisory Team support of the following actions to modify the Regional Planned Land Use custodial responsibilities and data specifications to forward to the Coordinating Committee's June 18th, 2003 meeting:

1. Modify the custodial responsibilities to state that annual realignments of the Regional Planned Land Use information to updated county parcel boundary data will not occur until it is technically feasible to reduce the necessary time investment to do so.
2. Approve the inclusion of a Light-Rail Transit (LRT) as a Level 2 code under Level 1 – Railroad in the coding scheme of the data specifications.

Introduction
The MetroGIS endorsed Regional Planned Land Use dataset has been available on DataFinder via FTP since May 10, 2002 and via the Cafe' since August, 2002. As outlined in the custodial responsibilities, each quarterly updates of the land use information has been completed on time and made available on DataFinder. However, the custodial responsibility stating that an annual realignment of the data would be made to coincide with updated county parcel boundary data has not occurred. Due to difficulties in defining polygon geography for land uses such as road rights-of-way, and water bodies, the procedure of realignment has proven too difficult and time consuming to accomplish.

Additionally, developments in Light-Rail Transit (LRT) in the metropolitan area have prompted the need to distinguish it from other forms of rail transportation. It has been suggested to modify the regional coding scheme of the data specifications to include a Level 2 category solely for purposes of designating LRT.

Background
Since that time, there have been 392 downloads via DataFinder through both the Café and the FTP site. As outlined in the custodial responsibilities (see PLU_Policy_Summary.doc attachment file), three quarterly updates of the land use information have been completed: Sept. 1, 2002; Jan. 1, 2003; & March 25, 2003 (with an additional update on March 6, 2003). The next quarterly update is scheduled for June1, 2003.

As with all MetroGIS endorsed datasets, a goal of the Regional PLU dataset is to be interoperable with other endorsed datasets. Since the spatial base for the Regional PLU is county parcel data, a custodial responsibility for the Regional PLU dataset was to annually realignment of the land use information to updated county parcel boundary data (PLU Policy Summary, Section D, Item 3). This procedure would ensure that any adjustments or corrections made to the county parcel data would translate to the PLU data. The realignment would also allow the incorporation of newly created parcels in the county parcel dataset into the Regional PLU data, replacing currently estimated boundaries.

Unfortunately, most county parcels are delineated and defined by their taxing ability. Untaxed properties or "non-parcels" such as road and rail rights-of-way and water bodies, are often undistinguished in the county parcel data. As a result, the geography necessary to fully population the PLU information is often incomplete and requires tremendous time resources to generate polygon geography in these "non-parcel" areas (for more detail, read the PLU metadata - Lineage section at: http://www.datafinder.org/metadata/landuse_planned.htm). Although it was acknowledged when the custodial responsibilities were drafted that creating polygon geography in "non-parcel" areas would be time consuming, the extent of this commitment was vastly underestimated. Therefore, unless other data for the "non-parcel" areas is made available to supplement the parcel geography, the annual realignment, as stated in the custodial responsibilities, requires resources to generate the necessary polygon geography that are currently unavailable. As such, it is suggested that the custodial responsibilities for the Regional PLU be modified to reflect the current difficulty in conducting annual realignments. However, the modified responsibilities should clearly state that the original desired specification to align PLU data to county parcel data is still valid and should be re-evaluated when doing so proves to be more feasible

NOTE: As indicated in the March 12, 2002 MetroGIS Coordinating Committee recommendation, the Rights To Property, one of the original 13 Priority Information Needs, appears to be closely associated with the "non-parcel" geography in the county parcel datasets mentioned above. It was recommended that the Coordinating Committee direct the Technical Advisory Team to consider, the time consuming efforts necessary with the Regional Planned Land Use data to fulfill MetroGIS's goal to develop geographically referenced regional datasets, when addressing the Rights to Property Priority Information Need. In other words, it was strongly recommended that the Rights To Property Priority Information Need incorporate data specifications that would fulfill the needs of the Regional PLU "non-parcel" geography requirements. Although this recommendation is still valid, currently, work has not been initiated on the Rights To Property Priority Information Need.

Additionally, since the time when the Regional PLU data specifications were drafted, a significant new land use type has entered the regional landscape – light-rail transit. Currently the regional Planned Land Use Coding Scheme does not distinguish types of rail transportation or uses (see PLU Policy Summary, Appendix A). With the development and eventual completion of the Hiawatha Light Rail Transit Line, it seems appropriate to expand the regional land use designation in the coding scheme of the data specifications to distinguish light rail from traditional rail transportation at Level 2.

Recommendation
Modify the custodial responsibilities for the Regional PLU Policy Summary (Section D, Item 3) to state "When technically feasible, annually align the Regional Planned Land Use data with the Regional Parcel boundaries. Additional sub-annual realignments of the Regional Planned Land Use boundaries may occur if significant parcel realignment occurs and is technically feasible."

Add the following land use distinction to the coding scheme of the data specifications:

Full Field Description	Database Field Heading	Valid Field Value
Regional Land Use Description	PLU_desc	Light Rail Transit
Regional Land Use Code	PLU_Lev2	LRT
Generalized Land Use Code	PLU_Lev1	RL
Generalized Land Use Description	Desc	Railway

5c) Performance Measures ..... Mark Kotz

MetroGIS is producing a quarterly performance measures report. The March 2003 report (which includes results through February) can be found at: http://www.metrogis.org/benefits/perf_measure/0303_perfmeas_rept.pdf . Among other things, the report shows statistics on the use of DataFinder. Here are some highlights from the report:

- The use of DataFinder continues to increase.
- The DataFinder site had 2,293 unique visitors in February and 7,009 total visits.
- DataFinder had 1100 data downloads in February (1003 from the FTP site and 97 from the Café)
- The top three downloaded datasets in February were:
  1. County and municipal boundaries (60)
  2. Generalized Land Use 2000 (55)
  3. Census 2000 Population Tables (37)
- DataFinder had 131 metadata records and 99 downloadable datasets.
- 15 different organizations are publishing metadata on DataFinder.

MetroGIS looked into the options for trying to track who is actually downloading the datasets. At minimum this would require us to use cookies on the DataFinder site. As it turns out, the use of cookies is prohibited by the Federal Government on websites that have received certain federal grant money. This includes the DataFinder site. Thus, this is not an option for us.

Are there any comments? Is there anything else we should be tracking in this report?

5d) Data Users Forums for Parcels and TLG – Fall ..... Mark Kotz

We are asking for volunteers to help organize the fall user forums. These forums will essentially be reviews of the Regional Parcel Dataset and the TLG Street Centerlines data. The idea of the forums is to determine to what extent the existing datasets are meeting people's needs and what, if anything, might be done to enhance the datasets in order to meet additional needs.

5e) Standard Thematic Categories Update ..... Mark Kotz

In August of 2002 the Technical Advisory Team reviewed the ISO and FGDC based 19115 topical themes for categorizing geospatial data. You can see them at http://www.datafinder.org/documents/DataFinder_ISO_Compliant_Theme_Categories.pdf

At the April 30 Policy Board meeting, these categories were endorsed as a MetroGIS best practice, subject to making the names of two categories more meaningful to the layperson.

Recommendation:

MetroGIS staff and Land Management Information Center staff recommend the following changes:

Change "Elevation and Derived Products" to "Elevation". The "Derived Products" wording was the part that was problematic for the Policy Board. This wording was added by the FGDC to the ISO standard to make it clear that things like slope data belong in this category. We recommend moving this wording to the definition, to keep the category name more meaningful.

Change "Cadastral" to "Land Ownership". While the term "Cadastral" clearly describes this category, few people are familiar with this term. The term "Land Ownership" carries much more meaning. We also considered the terms "Parcel" and "Land Parcel", but concluded that so many concepts and definitions for "Parcel" exist that term would be problematic.

> Merriam-Webster Dictionary:
> Cadastre: *an official register of the quantity, value, and ownership of real estate used in apportioning tax*
>
> Cadastral:
> 1: *of or relating to a cadastre*
> 2 : *showing or recording property boundaries, subdivision lines, buildings, and related details*

Category Name	**Definition**	**Keywords**
Elevation ~~and Derived Products~~	Height above or below sea level and derived data	altitude, bathymetry, digital elevation models, slope, derived products
Land Ownership ~~Cadastral~~	Data pertaining to interests in real property	cadastral surveys, land ownership, parcel boundaries, rights-of-way, easements, property taxation

5f) The Technical Advisory Team – What should we be? ..... Mark Kotz

I believe it is time to evaluate the usefulness and role of the MetroGIS Technical Advisory Team. The agenda's for team meetings have been fairly slim in the last year, and we skipped one quarterly meeting do to a lack of action items altogether. Nearly all of the work of the Technical Advisory team is done by small workgroups (which are generally run by MetroGIS staff). The TAT rarely votes on or approves anything.

With this is mind, I believe it is appropriate to ask ourselves the following questions:

- Does the TAT need to continue to exist as it currently is?
- How useful are these meetings?
- Should we continue to meet quarterly?
- Should we meet every 6 months and just have e-mail updates in between?
- Should this instead be an e-mail group with no actual meetings?
- Should there just be a smaller technical team (e.g. 4 or 5 people) to the Coordinating Committee that coordinates the work of the technical workgroups?
- Should there be no technical team to the Coordinating Committee and MetroGIS staff will coordinate the work of the technical workgroups?

Background
The MetroGIS Technical Advisory Team was created as a result of the findings of the 1998 Participant Satisfaction Survey. It was a consolidation of the then Data Standards, Data Content and Data Access Advisory Teams that did the bulk of the initial MetroGIS technical work.

Current TAT Purpose Statement
The MetroGIS Technical Advisory Team is responsible for:
- recommending technical strategies and mechanisms, and
- framing policy needs for consideration by the Coordinating Committee related to resolving data access, data content, and standards obstacles that must be overcome to achieve widespread sharing of geographically-referenced data among MetroGIS stakeholders.

Current TAT Responsibilities
- Identify the datasets and their characteristics which provide the greatest utility for the Metro Area GIS data user community.
- Identify or develop standards and/or guidelines that facilitate data sharing among participants of MetroGIS.
- Identify policy needs concerning content of priority regional datasets.
- Identify and frame policy issues concerning delivery and access of data endorsed by MetroGIS as regionally significant.
- Monitor and evaluate user satisfaction with MetroGIS-endorsed datasets.
- Monitor and evaluate user satisfaction with MetroGIS DataFinder's functionality.
- Remain current regarding Geographic Information Systems technology and related capabilities especially as they apply to the needs of the MetroGIS community.

6. Project and Workgroup Reports

6a) Socioeconomic Workgroup ..... Randall Johnson

A newly formed workgroup has met twice April 7th and May 6th. It will guide the drafting of a recommendation(s) to implement a regional solution(s) for this priority common information need. The group began with the information needs statements identified in 1996 and is refining them in order to devise a regional strategy to identify appropriate data sources. Will Craig, member of the Coordinating Committee, has agreed to chair this workgroup. Eleven other individuals, representing diverse professional and organizational perspectives, have agreed to serve on this workgroup. The group's workplan consists of a two-step process whereby the workgroup will investigate how existing published data (e.g., U.S. Census Bureau) can be used to address the various components of this information need and then this group or another will investigate other options, including but not limited to, the iBlock concept developed by Excensus LLC.

6b) Existing Land Use Business Information Need Forum April 17 ..... Paul Hanson

On April 17th MetroGIS hosted a Peer Review Forum. Paul Hanson, GIS Specialist: Metropolitan Council, was the lead staff in preparation for this event. Twenty-one individuals from a variety of organizations participated and several others observed the discussions. All participants are users of existing land use data and were chosen for the unique content expertise each brought to the discussion. The purpose of forum was to refine and build upon MetroGIS' initial existing land use information needs identified in 1997.

Paul Hanson facilitated the session. Over a 3-½ hour period, the participants discussed important issues relating to existing land use and provided direction that will be instrumental in crafting a solution that addresses the common needs of the entire MetroGIS stakeholder community.

A major topic of the discussion involved how to refer to land that is available for development or redevelopment. Use of the term "vacant" was rejected. It was concluded that the land use categorization scheme recently endorsed by the APA (American Planning Association) may guide MetroGIS's work in this area. The group also agreed on goals of an annual update and to maintain as much detail as possible about the types of uses and their extent of their land coverage. In other words, a land use designation does not necessarily follow a political or legal boundary (i.e. parcel). A detailed summary of the meeting will be available shortly.

The next step in the MetroGIS process will be to organize a workgroup to develop a three-part strategy, based upon the results of the forum: to define the desired regional data specifications; implement desired custodial roles and responsibilities; and secure a willing custodian(s) with the desired capabilities. Forum participants were asked to participate in the work group – six expressed an interest. Currently, the first meeting is tentatively scheduled for the week of May 19th, 2003.

6b) Hydrology Data Workgroup ..... Susanne Maeder/Paul Hanson

The Governor's Council Hydrography Committee is currently drafting the State Hydrography I-Plan. The purpose of the Hydrography I-Plan is to identify the resources, processes, organizational structures and strategies needed to develop and maintain databases that describe and map hydrography features to support Minnesota's water resources management activities. This first version of the Hydrography I-Plan for Minnesota deals with two sets of surface water features: Watercourse and Basin; and Watershed. MetroGIS's work plan assumes the State's solution may serve as part of the metro regional hydrologic information need solution for those hydrography features. A recommendation to the GCGI from the Committee is expected in Summer 2003.

On April 9th, 2003, a meeting was held to discuss additional data that would supplement adopted State solutions. The meeting included staff from the Metropolitan Mosquito Control District, the Minnesota Department of Natural Resource, the Minnesota Pollution Control Agency, the state's Land Management Information Center, the Southern Washington

Watershed District, and the Metropolitan Council. The meeting focused on the integration of regional wetland data from the Mosquito Control, Open Water features from the Met. Council's 2000 Generalized Land Use, and the DNR's Public Waters Inventory (PWI) data. In theory, all parties favored the concept of integration and are currently investigating how such an operation will occur.

An additional, yet brief, discussion about storm sewer conveyances and catch basins preceded the conclusion of the meeting. The Pollution Control Agency mentioned that the Phase II – Storm Sewer Program may contribute to the coordination of a regional storm sewer data base. Further investigation into the Phase II program and discussion with program staff indicated that currently Phase II planning and MetroGIS efforts are not congruent. However, cooperation and support may be feasible as both projects mature.

7. Information Sharing

7a) Regional Parcel Dataset available to non-government ..... Mark Kotz

Through the work of the MetroGIS County Producers Workgroup, the MetroGIS Regional Parcel Dataset is now available to the private sector and individuals for a fee of five cents per parcel. A processing fee is also required. Currently, requesters of this data are just given contact information for each county where they can purchase the data. However, in the near future, the metadata for the Regional Parcel Dataset will link to an online form where the data can be ordered. The form is then sent to the appropriate county personnel who will follow up to complete the order and process the fees. MetroGIS will use this process to evaluate the demand for this dataset by non-governmental entities.

7b) TLG Data Available via DataFinder ..... Mark Kotz

TLG Street Centerline and Landmarks datasets are now available to licensed users via the DataFinder Café in addition to the password protected FTP site. You must use your DataFinder account name and password to be able to see and download the TLG data on the Café.

7c) Quarterly Update of Municipal Boundary Dataset being Tested ..... Mark Kotz

Historically we have updated the regional County and Municipal boundary dataset approximately annually. The Metropolitan Council, in conjunction with the counties, is looking at the feasibility of updating this dataset quarterly with the updates to the Regional Parcel Dataset.

7d) March GeoWorld Cover Story and Real Estate Journal Articles Randall Johnson

GeoWorld Magazine Cover Story:
The four-page article, written by Jeanne Landkamer for MetroGIS, provides a good overview of MetroGIS's objectives and accomplishments. A copy of the article can be viewed online at http://www.geoplace.com/gw/2003/0303/0303mnn.asp. A number of compliments have been received from across the country as a result of this article.

St. Paul Area Association of Realtors Newsletter:
An article, written by Policy Board Chair Reinhardt, was published in the February issue of the St. Paul Area Association of Realtors newsletter. The article can be viewed online on page 9 of the document at http://spaar.quantumsite.com/files/feb03nwslttr.pdf.

7e) May 21 URISA Summit in Washington D.C. .....Randall Johnson

A flyer advertising this Summit entitled "Give and Take: *National Programs…Local Implementation"* is available at http://www.urisa.org/FedSummit/Summit.htm. The Staff Coordinator has been invited to participate as one of the panelists, given the success MetroGIS has had in securing the type of partnerships necessary to achieve the goals of these federal initiatives. The Summit's purpose is to foster dialogue between local and state units of government and the leadership of five federally-sponsored geospatial data related initiatives and ultimately the partnerships needed to accomplish the objectives of these programs:

- US Geological Survey's *The National Map*
- Office of Management and Budget & FGDC's *Geospatial One-Stop*
- US Census Bureau's *TIGER Enhancement*
- National Imagery and Mapping Agency's *133 Cities*
- Federal Emergency Management Agency's *First Responders*

7f) Enhancement to DataFinder / Coordination with MN GeoIntegrator .....Randall Johnson

The MN Land Management Information Center (LMIC) is in contract negotiations with Syncline, developer of MetroGIS DataFinder Café (www.datafinder.org), to expand the Café's functionality statewide and, in so doing, partner with the MetroGIS community to develop additional desired functionality for DataFinder Café. LMIC was awarded a grant from the MN Office of Technology for this effort. In 2001, MetroGIS also received a National Spatial Data Infrastructure (NDSI) Web Mapping Services grant to implement functionality being explored through this joint project. If the project is pursued, MetroGIS's grant funds will be assigned to this collaborative effort.

7g) Mailing Label Application .....Randall Johnson

In February, following discussion at the January Policy Board meeting, the MetroGIS Staff Coordinator offered a concept for consideration by the members of the County Data Producers Workgroup (seven county representatives to the Coordinating Committee) for a project to develop a regional mailing label application. The proposal was based upon the application implemented by Carver County and demonstrated to the Policy Board at its January meeting. Carver County has since agreed to share their application with the community, and each of members of the Workgroup has concurred that pursuing a regional application would be beneficial to the community. Alison Slaats, MetroGIS DataFinder Manager, investigated the modifications to the application that will be required to run it on top of the regional parcel dataset and looked into a mechanism to restrict access to only those organizations that have access to the regional parcel dataset. The County Data Producers Workgroup considered Alison's findings at its May 8th meeting. Staff will be prepared to summary the workgroup's discussion and any subsequent action.

7h) Federal Address Standard out for Review .....Mark Kotz

From the Federal Geographic Data Committee:
The FGDC has released the draft Address Data Content Standard for public review between May 1, 2003 and July 31, 2003. The purpose of this standard is to facilitate the exchange of address information. Organizations often have detailed specifications about the structure of their address information without defining the content, i.e., the elements that constitute an address within their system. Knowledge of both structure and content is required to successfully share information in a digital environment. The Address Data Content Standard simplifies the address data exchange process by providing a method for documenting the content of address information. It codifies some commonly used discrete units of address information, referred to as descriptive elements, and provides standardized terminology and definitions to alleviate inconsistencies in the use of descriptive elements and to simplify the documentation process.

The Address Data Content Standard is applicable to addresses of entities having a spatial component. It does not apply to addresses of entities lacking a spatial component and specifically excludes electronic addresses, such as e-mail addresses. It does not require addresses be shared and does not provide guidelines for determining whether addresses can be shared. Some organizations are prohibited by statute from sharing addresses or some part of address information due to requirements for confidentiality and security. The Address Data Content Standard places no requirement on internal organization of use or structure of address data. However, its principles can be extended to all addresses, including addresses maintained within an organization, even if they are not shared.

For guidance on obtaining a copy of the draft Address Data Content Standard for review and comment and submitting comments, please visit the FGDC standards page on the Address Data Content Standard at http://www.fgdc.gov/standards/status/sub2_4.html .