

MetroGIS Technical Advisory Team

Purpose Statement and General Work Program

Purpose Statement:

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

Coordination Function

Much of the work of identifying and evaluating options will be accomplished through special purpose, topic-specific, information need and ad-hoc workgroups created by the Team. The Team's primary duty will be to direct and coordinate the work of its special purpose information need workgroups, ad-hoc workgroups, consultants, and staff to accomplish the Team's assigned responsibilities and tasks.

Work Program

Responsibilities:

Identify the datasets and their characteristics which provide the greatest utility for the Metro Area GIS data user community. Identify or develop standards or guidelines that facilitate data sharing among participants of MetroGIS. Monitor and evaluate user satisfaction with MetroGIS-endorsed datasets. Oversee deployment and enhancement of MetroGIS Data Finder, an internet-based mechanism for indexing, describing, and accessing current, accurate, secure and usable geographically referenced graphic and associated attribute data.

Task Oriented Development:

1) Process to Meet Business Information Needs

- Information Needs Workgroup Process: Monitor and provide guidance concerning the process to define ideal data specifications, identify candidate data custodians, and define custodian responsibilities for each of the thirteen adopted priority information needs. During 2001 and 2002, complete the activities listed in the Attachment.
- Order of Next Information Needs: In 2002, recommend the next series of priority information needs to be addressed.
- Data Standards: Recommend solutions to data standards needs necessary to enhance the effectiveness of data sharing.
- Identification of Datasets: Specifically identify the datasets that will become available in 2001-2002 for use by stakeholders (See Attachment).

2) Customer Needs and Satisfaction

- Next Regional Dataset Satisfaction Evaluation: Oversee selection of the next regional dataset to evaluate, host a users forum, and follow-up with recommendations to enhance the dataset.

Adopted by Coordinating Committee
December 14, 2000

Modifications May 22, 2001

- During 2002, evaluate the 1990 & 2000 Census Geography and others to be determined when the 2002 workplan is adopted.
- Beyond the Top 13 Regional Information Needs Evaluation: Conduct a business information needs survey or provide direction after the top 13 priority information needs have been addressed (2002).
- Participant Satisfaction Survey: Assist and evaluate, in conjunction with the Policy Advisory Team, the annual survey as it relates to top business information needs and technical advisory team priority (Next survey tentatively planned for Winter 2002) .

3) Enhance Access to Shared Data

- Enhance Access to Shared Data – Recommend and provide guidance concerning development of applications and scripts; facilitate telecommunication and improvements for security issues; resolve institutional issues, etc. to improve on-line access to participant data.
 - Communication options
 - Resources
 - Group Purchases
 - Identify Security Issues – Best Practices
- Metadata Enhancement –Monitor and provide guidance concerning development of metadata for core regional data and posting it with Data Finder.
 - Monitor usage
 - Enabled in Data Rural Policies agenda on top of the Finder
 - Integrate Legacy Datasets
 - Integrate into Position Descriptions and Everyday Use
 - Enhance Geographic Search Capabilities
 - Provide FTP Download Capabilities
 - Promote use of metadata guidelines
- Coordinate with State’s Geospatial Data Clearinghouse -- Maintain coordination links, as necessary, to insure coordination of design and procedural matters between the State’s Geospatial Data Clearinghouse and MetroGIS Data Finder.
 - Coordination Links
 - Monitor technical developments that impact NSDI Clearinghouse activities and Data Finder efforts.

4) Privacy Issues Relating to Access

- Issues to be Considered by Data Providers: Establish guidelines and an application to summarize data provider issues.
 - Sensitive Data
 - Definition of Public Data

 - Responsibility of Data Security
 - Data Practices Act

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- Issues for MetroGIS to Address: Implementation and application of universal summary information to sensitive data issues.
 - Develop Units for Aggregation of Data

6. Coordinate with the Governor's Council on Geographic Information (GCGI):

Responsibility: Monitor activity of the GCGI and others, as appropriate, and seek participation and coordination in work of others relevant to MetroGIS.

Tasks:

- 1) Positional Accuracy Standards, Priority Standard Needs: GCGI Standards Committee
- 2) Data Sharing Agreement Template: GCGI Data Committee
- 3) Hydrographic Data: Hydrographic Committee

7. General Responsibilities

Policy Needs – Identify policy needs concerning content of priority datasets. Identify and frame policy issues concerning delivery and access of data. (Note: *recommending strategies to resolve is a responsibility of Policy Advisory Team.*).

8. Other:

Responsibility: As defined by the MetroGIS Coordinating Committee

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MetroGIS Technical Advisory Team 2001 Work Plan Priority Activities

Timeline to Meet Business Information Needs

On-going Priorities (See Attachment)

Parcel Boundaries	(Information Need #5)	(On-going since Sept-98)
Land Use Plans	(Information Need #3)	(On-going since June-99)
Land Use (Existing)	(Information Need #7)	(On-going since June-99)
Lakes, wetlands, etc.	(Information Need #6)	(On-going since Aug-99)
School District Boundaries	(Information Need #1c)	(On-going since Mar-2000)
Where People Live	(Information Need #5)	

New to Work Plan for 2001

See Attachment

Timeline for the Ad-Hoc Workgroups

- 1) Design Data Distribution Mechanisms for Regional Data Sets (RFP Complete June 2001, Consultant Selection proposed July-October 2001)
- 2) Technical Advisory Team evaluation of the enhanced DataFinder site (completed)
- 3) Census Geography Data Set - Data User's Forum (-Spring 2002)
- 4) Regional Parcel Public Pilot Project - Data User's Forum (completed)
- 5) Peer Review of Planned Future Land Use Data Set (- completed)
- 6) Workshop for development of metadata (Fall 2001)
- 7) MetroGIS Participant Satisfaction Survey (Winter 2002)
- 8) Regional Parcel Data - Addresses (parcel, taxpayer and property owner) – Fall 2001
- 9) Web Mapping Services/NSDI Grant Funded Project (Fall 2001)

Coordinate with the Governor's Council on Geographic Information

On-Going Activities

GCGI Standards Committee (Staff)
GCGI Data Committee (Staff)
GCGI Hydrographic Committee (Meader and Read)
State's Geospatial Data Clearinghouse (Gelbmann)

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MetroGIS Technical Advisory Team Work Program 2001	
Work we hope to complete	Timeframe
Lakes, wetlands, etc. (Recommendations)	(On-going since Aug-99): TBD
School District Boundaries (Recommendations)	(On-going since Mar-2000); Spring 2001 (completed – sent to Policy Advisory Team to secure regional custodian)
Work in-progress	Timeframe
Existing Land Use (designations)	Winter 2002
Existing Land Use (polygons)	Winter 2002
Design Data Distribution Mechanisms for Regional Data Sets	Scope of Work completed June 2001, participate in project design 2002
MetroGIS Participant Satisfaction Survey	(Winter 2002)
Workshop for development of metadata	(Fall 2001)
Work that should be addressed, but no technical organization team has been established	Timeframe
Highway / Road Networks Peer Review	(Peer Review - Fall 2001)
Census Geography Data Set - Data User's Forum	(Forum - Spring2002, following completion of 2000 census geography)
Watershed District Boundaries	Washington County to determine the timing as part of their pilot for MetroGIS)