

MetroGIS Technical Leadership Steering Workgroup

Meeting Agenda

**February 19, 2008
10:00 a.m. – 11:30 a.m.**

**Metropolitan Airports Commission, 6040 28th Avenue South
Minneapolis, MN**

- I. Review PlanGraphics Observations and Recommendations
- II. Clarify Process for Summarizing Desired Modifications and Sharing with PlanGraphics
- III. Schedule Next Workgroup Meeting (Suggested Dates: Friday, February 29 or Monday, March 3)
- IV. Other Discussion Items



MetroGIS Technical Leadership Steering Workgroup

Meeting Notes – February 1, 2008

1:30 to 2:30 p.m. (CST)

DNR Main Office - St. Paul

Team Members Present: Jim Maxwell (The Lawrence Group), Jim Bunning (Scott County), David Bitner (Metropolitan Airports Commission), Mark Kotz (Metropolitan Council), Tim Loesch (DNR), Nancy Read (Metropolitan Mosquito Control District) and Ben Verbick (LOGIS).

Team Members Absent: Bob Basques (St. Paul), David Brandt (Washington County), Pat Cummins (ESRI)

Support Present: John Antenucci and Jim Fries (PlanGraphics) and Randall Johnson, Chris Kline, and Jonathan Blake (MetroGIS)

1) Impressions – Big Ideas

The PlanGraphics Team confirmed that they have more than enough material to satisfy the deliverables.

The PlanGraphics Team commented that they were surprised by the low priority that was assigned by to the Decision Support Tools option given that pursuing it would address many of the obstacles identified that need to be addressed or improved upon to continue to be successful in meeting shared needs. They also commented that they were pleased by the acceptance of the importance of metadata.

It was agreed that it would be a more productive use of everyone's time to wait to offer comments until the deliverable is reviewed.

2) Summary of Evaluations

In response to a couple of responses received from participants, Johnson commented that he accepted responsibility for not being more clear in the expectations to the participants that application themes were not the focus of the workshop. Read commented that a number of the comments show a high interest in pursuing solutions that involve services. The facilitation team commented that they had also recognized this focus, which they found of particular interest when raised by IT professionals

3) Post Workshop Survey

Loesch agreed to send the results to the PlanGraphics Team on Monday, Feb 4.

4) Workshop Deliverable

The PlanGraphics Team shared that they are currently defining a structure for the deliverable that will involve sharing the results in multiple formats: time sequence, quick wins, and top priorities. Some actions will involve policy discussion and others will be straightforward. They agreed that the document with this multiple presentation structure can be delivered on Wed, Feb 13.

It was agreed:

- That the deliverable would be submitted as a PowerPoint and that the content would also be delivered as a Word (text) document.
- The Word (text) document will be posted by Chris Kline on MetroGIS's SharePoint.
- Kline will notify the members when the document is posted on SharePoint, remind them of the password format, and encourage them to offer any comments they may have.
- The Workgroup will meet on Tues, Feb 19 to agree on any suggested modifications that they believe should be made to the deliverable. If there are any competing view points, they are to be worked out by the workgroup or framed for policy discussion before shared with the PlanGraphics team.
- The results of the Workgroup's discussion will be shared immediately with the PlanGraphics Team.
- PlanGraphics will submit a revised document to Kline/Blake by Fri., Feb 22 who will then forward it to the Workgroup for their information.
- Johnson will send the document to the workshop participants for comment, preferably on Feb 22. (Question for the next Workgroup meeting – invite comment via SharePoint or via email from the workshop participants? If so, lead time is needed to obtain log in authority for a number of the workshop participants.)

5) Next Meeting

The next meeting was set for Tuesday, February 19, 2008 from 10:00 a.m. to noon (?) at the Metropolitan Airports Commission offices located on the north side of the airport.

6) Adjourn

The meeting adjourned at 2:25 p.m.