



# MetroGIS Technical Leadership Steering Workgroup Meeting Notes – December 20, 2007

2:30 to 3:30 p.m. (CST)

ESRI Eagan Office

Team Members Present: Bob Basques (St. Paul), Pat Cummins (ESRI), David Brandt (Washington County), Jim Bunning (Scott County), Tim Loesch (DNR)

Team members absent: David Bitner (Metropolitan Airports Commission), Mark Kotz (Metropolitan Council), Jim Maxwell (The Lawrence Group), Nancy Read (Metropolitan Mosquito Control District), and Ben Verbick (LOGIS).

Support Present: John Antenucci and Jim Fries (Plangraphics) and Randall Johnson and Chris Kline (MetroGIS)

## 1) Summary of December 14 Meeting

Accepted, as submitted.

## 2) Project Website Updates

- a) The PlanGraphics Team clarified that no registration is required to access the project website hosted on their server. Access to the Forum component of the site does, however, require registration.
- b) It was agreed that the background materials for the workshop will be posted on MetroGIS's website to avoid the need for the participants to have to register and to promote use of MetroGIS's site.

## 3) Case Study Selection

The group confirmed the objective is to secure local examples for each of the three major sharing categories, if possible, and to use examples provided by the PlanGraphics team to expand on the breadth of possibilities. It was agreed that up to eight, ten-minute presentations could be accommodated within the available time but that a smaller number (four or five local and the Plangraphics Team) would be the target. The PlanGraphics Team will consolidate all of the presentations into a single PowerPoint presentation to streamline the transitions.

### a) Examples Beyond the Twin Cities:

The PlanGraphics Team named several examples of application-related sharing that they had identified from across the country – Washington D.C., Missouri/Kansas, Oregon, Pennsylvania, Kentucky, and Michigan. The group deferred to the PlanGraphics Team to select examples that compliment local examples of sharing and that preferably illustrate more than one aspect of the 10 categories of sharing identified by the team.

### b) Local Examples (See 12/14 summary for more information)

Johnson reported that Knippel with the GeoMoose/OpenMNND projects (applications and institutional) had accepted an invitation to present and that an invitation had been made to the MN Health Department but that no word had as yet been received.

During the meeting, Loesch agreed to present on the DNR Data Deli (Infrastructure), and Bunning agreed to present on the Dakota/Carver/Scott collaborative initiative (Institutional).

The group agreed that Dan Ross's perspective about the sharing of web services with Minneapolis that occurred when the I-35W bridge collapsed would be another desired example. Johnson agreed to contact Dan Ross. The group also decided that if the MN Health Department does not accept then LOGIS's example of sharing applications should be pursued.

Johnson challenged the group to also identify examples (local or elsewhere) of sharing related to pending projects (e.g., for which partners are sought), knowledge (e.g., means to share knowledge about a particular application related topic), etc., in addition to examples noted above. (Editor's note: Possible to leverage any of the components of [www.GeoData.gov](http://www.GeoData.gov) to accomplish this need? Appropriate to use one of the case studies?)

#### **4) Preparation Materials**

##### **a) Local survey**

It was agreed that question 2 presented in the preliminary draft survey included in the agenda materials should be modified to give the respondent an opportunity to offer/identify up to three application sharing ideas. The proposed use of a rating scale of 1-5 was accepted, but the group also agreed to keep the survey simple to encourage survey completion. It was also agreed that the list of 10 sharing categories should be truncated in the introduction rather than listing them individually at the end of the survey. The PlanGraphics Team agreed to offer modifications to the preliminary design.

Loesch agreed to (1) prepare the survey for posting on the Survey Monkey website using the DNR's experience with SurveyMonkey and (2) develop a prototype survey for discussion at the next workgroup meeting. Johnson and PlanGraphics Team agreed to forward an updated version of the survey questions to Loesch by December 18. All agreed that the responses as submitted via the survey should be forwarded to the PlanGraphics Team; that is, staff need not attempt to consolidate or otherwise summarize the raw responses.

##### **a) Background Readings**

It was agreed that team members should:

- 1) Identify readings that they believe would provide valuable insight for the participants coming into the workshop, including but not limited to: (a) projects that will be featured in Part 1 of the Workshop and (b) technical papers, articles (e.g., open systems)
- 2) Create brief abstract for each reading they identify to provide context and rationale/significance to the workshop objectives
- 3) Submit the abstract and reading (URL) to the PlanGraphics Team directly.

The PlanGraphics Team agreed to review the suggested readings and decide on those that best suite the purpose.

The group also agreed that the readings will be posted on MetroGIS's general information web site as opposed to project site hosted by PlanGraphics to encourage use of the MetroGIS website and provide a long-term home for workshop deliverables and support materials.

#### **5) Status Update – Participant Confirmations**

Johnson noted that confirmations had been received from all but 5 of the 27 individuals that had been invited. He noted that he would be following up by telephone the following week. He also reported that two additional invitations would be sent the next work day – Washington County IT Director and Robert Pierce, Chief of Enterprise GIS with the Dept of Interior.

#### **6) Recorders**

Brandt reported that eight students had expressed interest in working at the workshop and that he would be working with the PlanGraphics Team to select those candidates whose qualifications are best suited for the task.

#### **7) Other Topics**

None

#### **8) Next Meeting and Topics**

The next WebEx meeting was set for Thursday, January 3, 2008 from 2:30 to 3:30 at DNR's offices on Lafayette Road in St. Paul

Discussion topics to include items:

- Finalize case study presentation list
- Finalize "local survey"
- Identify any additional candidate participants to invite.

#### **9) Adjourn**

The meeting adjourned at 3:30 p.m.