

## MetroGIS Coordinating Committee Thursday, June 6, 2024

## **MetroGIS Coordinating Committee** June 6, 2024

- 1) Call to Order
- 2) Approve Today's Meeting Agenda
- 3) Minutes from last meeting on January 25, 2024 (Minutes are available at *metrogis.org*)

Tanya: Review action items from last meeting



## Agenda Item 4 Filling Vacant Committee Seats + Welcome New Members





## Filing Vacant Committee Seats + Welcome New Members

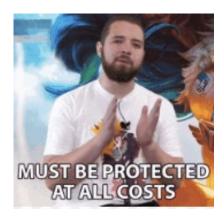
## **Adapting to changes:**

- Retirements
- People Taking New Job Positions
- Transition to Virtual Meetings
- Transition to an "Operational & Maintenance" posture

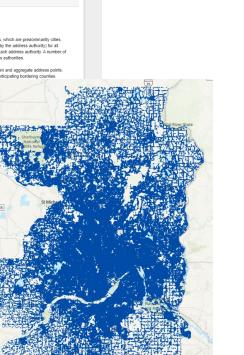
## **Opportunity:**

- Find New Members
- Uncover New Needs
- Discuss New Ideas and Get New Input

# Main function of MetroGIS: **Regional Datasets**



Categories Organizations Resourc	
/ Organizations / MetroGIS / Me	etro Address Points Dataset
Metro Address Points Dataset	👍 Resource 👹 Categories 🕜 Activity Stream
Followers 3	Metro Address Points Dataset
Organization	This dataset is a compilation of address point data from metro area address authorities, which are predomini. The dataset is intended to contain a point location and the official address (as defined by the address authorito occupiable units and any other official addresses within the jurisdictional boundary of each address authority other atthicutes are available in the dataset, but may not be populated by some address authorities.
MetroGIS <sup>®</sup>	over autoures are available in the balaxies, but may not be populated by some autoress autoness. Metro area counties are playing a coordinative role to work with cities to create, maintain and aggregate add Currently this dataset contains points for all Seven Metropolitan Countes as well as participating bordering o
MetroGIS MetroGIS is a regional geographic information systems initiative serving Minnesota's Minneapolis-ST-Paul metropolitan area. It provides a regional forum to promole and, read more	Some jurisdictions in this dataset contain parcel points and not this metadata for more information. The data used in this aggregated dataset are compliant with th http://www.mngoo state.mn.usiconmittee/standards/addressia
😂 Social	For specific questions regarding centerline alignments or attrib Anoka https://www.anokacounty.us/315/GIS
Twitter	Carver: gis@co.carver.mn.us Chisago: gisservices@chisagocountymn.gov
Facebook	Dakota: gis@co.dakota.mn.us Hennepin: gis.info@hennepin.us
License	Isanit: Nate Kirkwold@co.isanit.m.us Ramsey: RCGISMetaData@co.ramsey.m.us Scott: ejs@co.scott.m.us
License not specified Legal disclaimer	Sherburne gisiQoo sherburne mn us Washington: gisiQoo sherburne mn us
	5
	and a second sec



#### MINNESOTA GEOSPATIAL COMMONS

Organizations Resources News Help

# / Organizations / MetroGIS / Road Centerlines ..

#### Road Centerlines (Geospatial Advisory Council Schema) 🚠 Resource 🛛 🖉 Categories 🕐 Activity Stream

1

MetroGIS

C Social

Twitter

Facebook

License



#### Road Centerlines (Geospatial Advisory Council Schema)

This dataset was created by a joint collaborative project involving the technical and managerial GIS staff from the ten Metropolitan Counties (Anoka, Carver, Chisago, Dakota, Hennepin, Isanti, Ramsey, Scott, Sherburne and Washington), the Metropolitan Emergency Services Board, MetroGIS and the Metropolitan Council. Core needs this dataset are intended to satisfy include

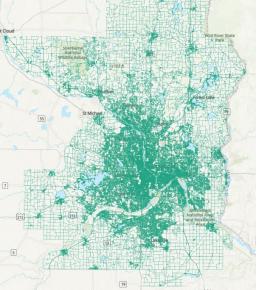
#### Vehicular routing;

- Emergency services dispatching MetroGIS is a regional geographic - Linear referencing uses: information systems initiative serving - Cartographic representation of road features; Minnesota's Minneapolis-St Paul metropolitan area. It provides a regional forum to promote and ... read more

Anoka: https://www.anokacounty.us/315/GIS Carver: gis@co.carver.mn.us Chisago: gisservices@chisagocour Dakota: gis@co.dakota.mn.us Hennepin: gis.info@hennepin.us Isanti: Nate.Kirkwold@co.isanti.mn.us Ramsey: RCGISMetaData@co.ramsey.mn.us Sherburne: gis@co.sherburne.mn.us Scott: gis@co.scott.mn.us

//ashington: gis@co.washington.mn.us

 Address geocoding;
 Next Generation 911 call routing and location validation; For specific questions regarding centerline alignments or attributes,





# **Key functions of MetroGIS:**

- Governance and maintenance of the Regional Datasets
- Projects to meet shared regional needs
- Development of data standards and schemas
- Forum for sharing ideas & exploring issues





Filing Vacant Committee Seats + Welcome New Members

## **New Members:**

**Shelby Sterner**, U.S. Geological Survey Federal Government Seat

**Kirk Stueve**, Saint Paul College Educational Seat

**Audrey Robeson**, Metro Conservation Network (MCNet) Special Expertise Seat



Filing Vacant Committee Seats + Welcome New Members

**Observers/Potentially Interested:** 

Matthew Claypool, Connexus Energy Matthew Hepler, Xcel Energy

**Transitioning Out:** 

**Alex Steele**, moved to City of Saint Paul **Joseph Mueller**, moved to DNR Forestry Department (recommended **Galen Sjostrom** to take his place)

## Agenda Item 5 **Revamping MetroGIS Operational Guidelines and Procedures**







## MetroGIS Operational Guidelines and Procedures

Originally adopted: Last revision: January 1998 April 2016



## MetroGIS Operational Guidelines and Procedures

Originally adopted: Last revision: January 1998 April 2016

**Due for a revamp** 

**Enough to provide structure and guidance:** *Voting, create work groups, approve the work plan, etc.* 

Not so rigid it prohibits wider participation





## MetroGIS Operational Guidelines and Procedures

Originally adopted: Last revision: January 1998 April 2016

New language to reflect our:

- Focus and purpose (evolved).
- Revised Policy Board status.

**Potentially to expand the membership options** 

# Agenda Item 6 Metro County Partner Agreements with the Metropolitan Council



## **County Partnership Agreements with Met Council**

- 7 Current Agreements
  - o Term: January 1, 2021 December 31, 2023, extended until December 31, 2025
  - o \$4000 to each County per year
  - Scope/Roles and Responsibilities:
    - Parcel Data
    - Road Centerline Data
    - Address Points Data
    - Municipal and County Boundary Data
    - Park and Trail System Data
    - Metadata and Supporting documentation

## • Next set of Agreements

**MetroGIS** 

- Draft and complete contracts in 2025
- Term: January 1, 2026 December 31, 2028, with 2-year extension option to December 31, 2030

## **County Partnership Agreements with Met Council**

- Next set of Agreements
  - Draft and complete contracts in 2025
  - Term: January 1, 2026 December 31, 2028, with 2-year extension option to December 31, 2030

## • Convene a Workgroup for 2026-2028 Agreements

- Discussion about new agreement scope and other possible changes for improvement
- Help draft new agreement language

## • Workgroup Timeline

**MetroGIS** 

- Workgroup start in fall 2024
- Complete new agreement language draft by June 2025
- Metropolitan Council start contract process for all 7 counties in June 2025



# Agenda Item 7 Metro Wide Food Resources Web Map Update

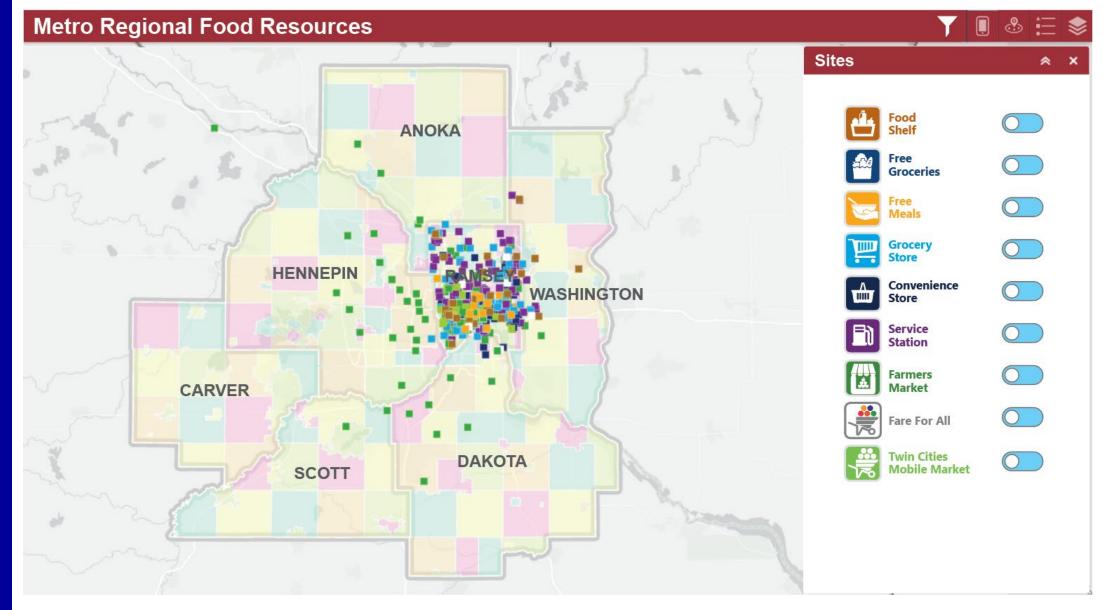


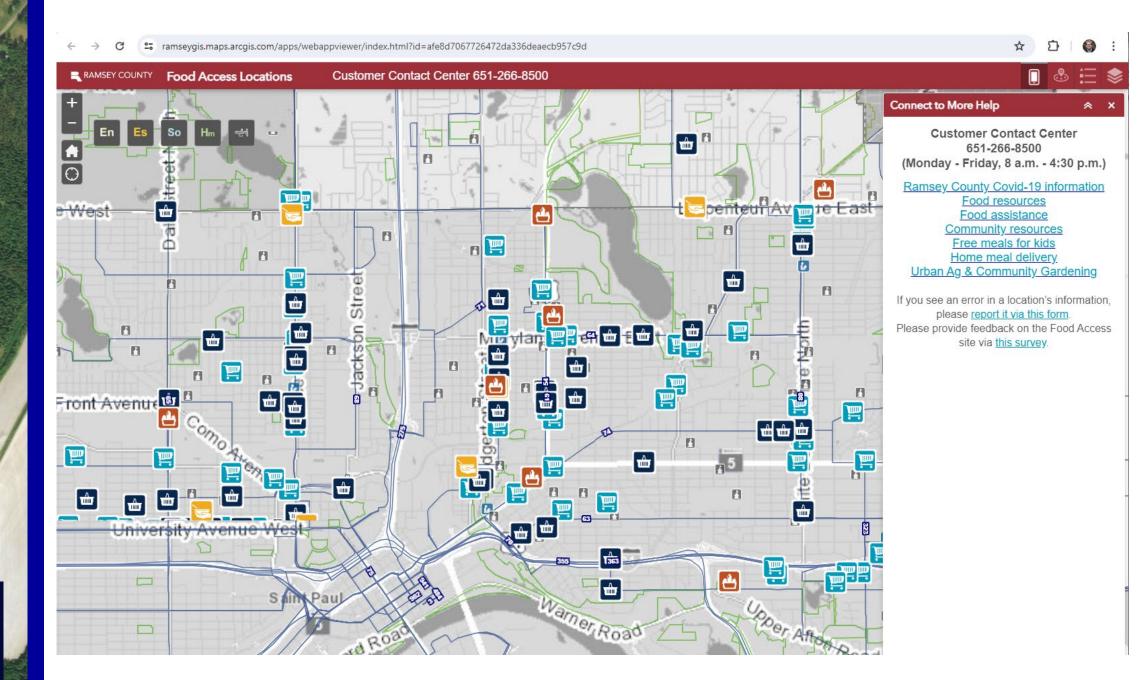
On going interest by *County Public Health and Nutrition Departments* to have a regionwide **Food Resources Web Map** 

Three meetings so far this year February 20, April 17, May 14

Pin down categories and refining an agreed upon food resources *data schema* 









## Metro Food Resources Web Map Site Types

			Identification Requested	Delivery Available (Y/N)	Cultural Affiliation	SNAP	WIC	WIC & Seniors Farmer's Market Coupons	Market Bucks	POPClub (Seasonal)
Ŀ	Food Shelf	All food shelves, food pantries, and free food market		•		$\bigcirc$	$\bigcirc$	0	$\bigcirc$	0
	Free Groceries	All food box sites, free produce give-aways, and pop-up events		•		$\bigcirc$	$\bigcirc$	0	$\bigcirc$	0
	Free Meals	All facilities offering free meals (either on site or for pick up/delivery)	•	•		$\bigcirc$	$\bigcirc$	0	$\bigcirc$	0
1	Grocery Store	Medium to large grocery stores	0	$\bigcirc$		•	•	0	$\bigcirc$	0
	Convenience Store	Small corner and convenience stores and gas stations where food items are avaiable	0	$\bigcirc$		•	•	0	$\bigcirc$	0
	Farmers Market	Farmers Market event sites	0	$\bigcirc$	0	•	$\bigcirc$	•	•	$\bullet$
	Fare For All	Fare For All site locations	0	$\bigcirc$	0	•	$\bigcirc$	0	•	0
	Twin Cities Mobile Market	Twin Cities Mobile Market stops	0	$\bigcirc$	0	•	$\bigcirc$	0	•	0

## Farmers Market Flyout (Revised Example)

Metro Re	gional Food Resources			🛯 🕹 🗄 🕷
		×	Sites	<ul><li></li></ul>
ceur Ave W	Name of site	The second se	arpen Food Shelf	$\bigcirc$
teur Ave W	123 Smith Street Saint Paul, MN 55102		Free Groceries	
	<b>Farmers Market</b> Every Saturday	fornia Ave W California Ave W	Free Meals	
	May 10 - Oct 15		Grocery Store	
51	SNAP: Accept	er er	Idah Convenience Store	$\bigcirc$
	WIC & Seniors Farmers Market Coupons: Accept	aho Ave W	Service Station	$\bigcirc$
Curtiss Fi	Market Bucks: Accept		Farmers Market	$\bigcirc$
Ne N	POPClub (Seasonal): Accept	ed Iowa Ave W	Fare For All	$\bigcirc$
Snelling Ave N	SNAP Supplemental Assistance Program	oyt Ave W	Twin Cities Mobile Market	
Hoy	For More Information			
	651.555.4321 name@grocerystore.com			



## Draft data schema (v. 0.4) is under review

#### ood Resources Data Schema, version 0.4 [DRAFT FOR REVIEW

Attribute Group	Attribute	What is this attribute?	Example of a data entry	Source/Origin of the data	Data Type F	ield Length	Domain of values (See color coded tabs for domain values)
Functional Attributes	OBJECTID	This is an ID automatically generated by the GIS software for the point object	52045	Automatically generated in GIS	ObjectID	Default	Not applicable
	x	Longitude value of site (can be generated using GIS software)	-93.166389	Created in/for GIS use	Double	Default	Not applicable
	Y	Latitude value of site (can be generated using GIS software)	44.95659745	Created in/for GIS use	Double	Default	Not applicable
	DateIn	Automated date and time entry when the point is added to the database	2023-05-10 17:30	Automatically generated in GIS	Date	Default	Not applicable
ite Attributes	SiteType	Indicates site type	Grocery Store	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	domain_SiteType
	Description	Short, standartdized description of the site	Grocery store	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	Ramsey County has a set of fixed value for this, but these can be expanded or discarded as is the will of th
	Name	Name of the site	Dahabshiil Mini-Market	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	Not applicable
	Address	Street address of the site	1567 Sherburne Avenue	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	Not applicable
	Unit	Unit number of the site (if needed)		Applied by county staff entering in the data, from web search or business registration confirmation	Text	10	Not applicable
	City	Municipal unit in which the site is located	Saint Paul	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	A domain of City names can be created
	Zip	Postal ZIPCode of the site	55104	Applied by county staff entering in the data, from web search or business registration confirmation	Text	5	Not applicable
	County Name	Name of the county in which the site is located	Ramsey	Applied by county staff entering in the data, from web search or business registration confirmation	Text	20	A domain of County names can be created
	DaysAll	Day(s) of the week the site is open	Mon - Sun	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	Not applicable
	HoursAll	Hours of the day the site is open	9 a.m 10 p.m.	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	Not applicable
	BeginDate	If the site is an event, this indicates the date it begins (e.g., Farmer's Market opening for the season)		Applied by county staff entering in the data, from web search or business registration confirmation	Date	Default	Not applicable
	EndDate	If the site is an event, this indicates the date it ends (e.g. Farmer's Market closing for the season)		Applied by county staff entering in the data, from web search or business registration confirmation	Date	Default	Not applicable
	Details	Details or descriptive data about the site	East African food, meats and produce	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	Not applicable
	OtherInfo	Additional descriptive information about the site as necessary		Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	Not applicable
	IDRequested	Indicates if access to the site requires an ID		Applied by county staff entering in the data, from web search or business registration confirmation, applies primarily to Food Shelves, Free Groceries, Free Meals sites	Text	255	domain_ID
	PickUpAvailable	Indicates if the site offers food or grocery pick up	Yes	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	domain_YesNo
	DeliveryAvailable	Indicates if the site offers delivery	Yes	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	domain_YesNo
	CulturalAffiliation	Indicates the known cultural affiliation of the site	East African	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	domain_CulturalAffiliation
ogram Participation Attributes	SNAP	Indicates if the site participates in USDA SNAP (Supplemental Nutrition Assistance Program) program	Accepted	U.S. Department of Agriculture administers the SNAP (Supplemental Nutrition Assistance Program)	Text	20	domain_Progam
	WIC	Indicates if the site participates in MHD WIC (Women Infants Children) program	Accepted	MN Department of Health administers the WIC (Women Infants Children Program)	Text	20	domain_Progam
	WICFMNP	Indicates if the site participates in the WIC FMNP (Farmer's Market Nutrition Program)	Not applicable	MN Department of Agriculture administers the WICFMNP (WIC Farmers Market Nutrition Program, includes Senior FMNP), this is funded federally, but administered at the state and tribal level	Text	20	domain_Progam
	MarketBucks	Indicates if the site participates in the MarketBuckets program (applies to farmer's markets)	Not applicable	Funded by the MN Legislature and administered by the MN Humanities Center in partnership with Hunger Solutions Minnesota	Text	20	domain_Progam
	POPClub	Indicates if the site participates in the POPClub program (Power of Produce, University of Minnesota-Extension)	Not applicable	Administered by the University of Minnesota Extension, Power of Produce (PoPClub) cash program for children to get access to fresh produce	Text	20	domain_Progam
ntact Attributes	Contact	Provides a contact person name associated with the site		Applied by county staff entering in the data, from web search or business registration confirmation	Text	100	Not applicable
	Website	Provides the web link/URL for the site	dahabshiilmarket.com	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	Not applicable
	Affiliation	Provides the name of parent company or other entity with which the site is associated		Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	Not applicable
	Phone	Provides the phone number of the site	651-203-0146	Applied by county staff entering in the data, from web search or business registration confirmation	Text	50	Not applicable
	Email	Provides the email address associated with the site	dahabshiil@gmail.com	Applied by county staff entering in the data, from web search or business registration confirmation	Text	255	Not applicable
ta Maintenance Attributes	DateVerified	Provides the date of verification of the site (reflects any updates to the point made)	2023-03-01 6:00	Automated entry when data is updated using the Editor Application	Date	Default	Not applicable
	Status	Provides the current status of the site (Active, Inactive, Retired, Remove, Unknown)	Active	Entered in by staff	Text	255	domain_Status
	ActiveDate	Date the data point became active	5/10/2020 17:30	Entered in by staff	Date	Default	Not applicable
	RetiredDate	Date the data point was retired		Entered in by staff	Date	Default	Not applicable
	GlobalID	36 character globally unique ID for the site	(A871CAA9-D043-495B-A352-0011D79A5BA7)	Can be generated automatically in the GIS software	GlobalID	36	Not applicable

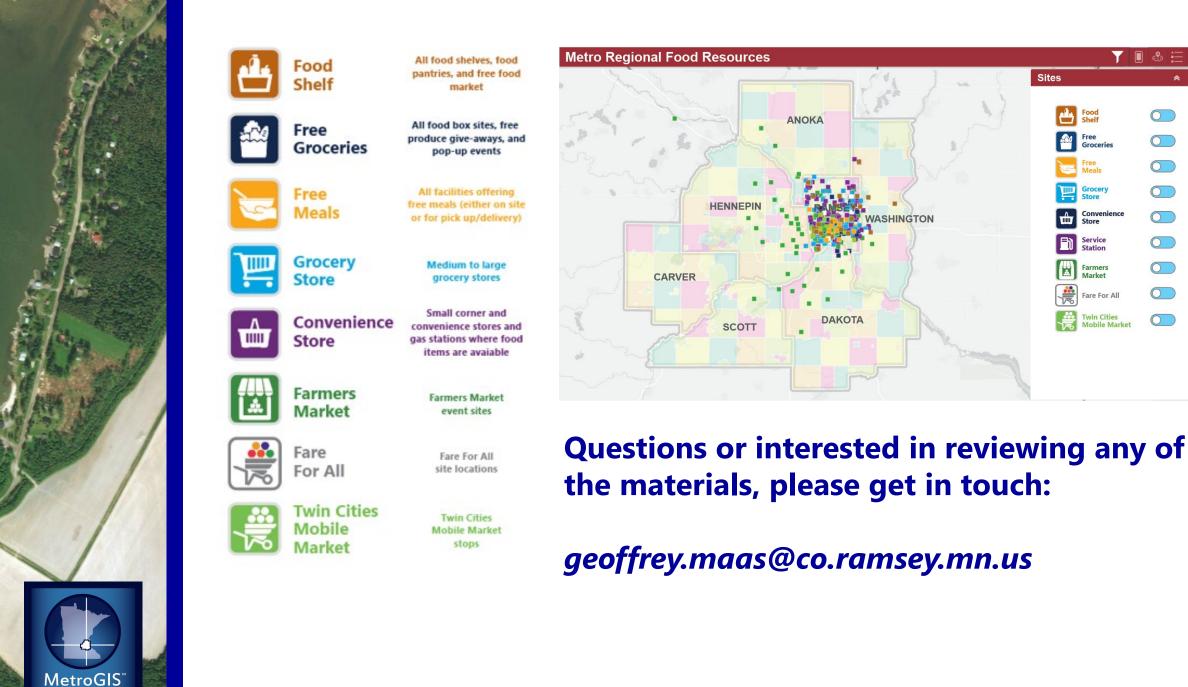




Each county has option to populate its data as fully or minimally as it sees fit.

Build an Editor Application for its Public Health/Nutrition staff to update data as it is able.

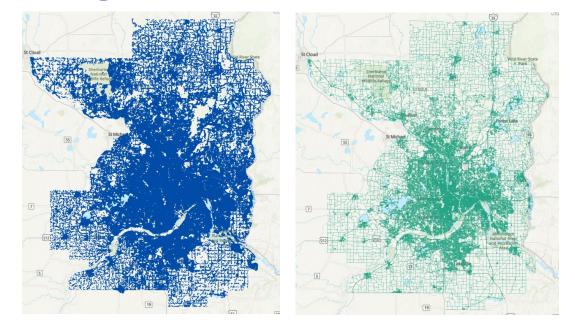
**Regional Aggregation/Publishing Discussion to come** 



# Agenda Item 8 2024 Project Updates



## **Regional GIS Data Provisioning**



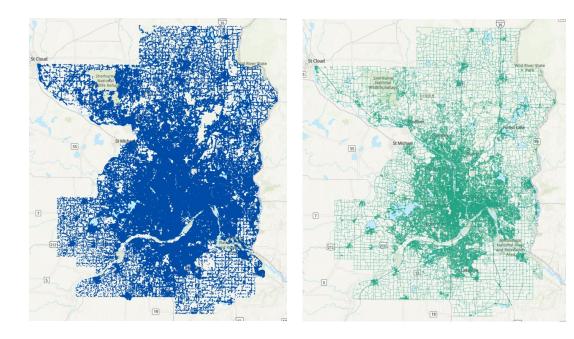


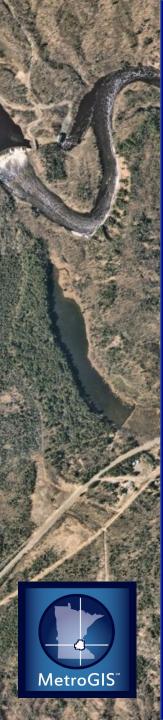
# **Regional Datasets**

## **Four Priorities:**

MetroGIS

- 1 Integrate our data into external systems
- 2 Maintain and improve validation and standard adherence
- 3 Documentation (processes and workflows)
- 4 Identify roadblocks to long term sustainability





## **Regional Datasets**

**Identify Roadblocks** 

What could impede continued production and availability of regional datasets?

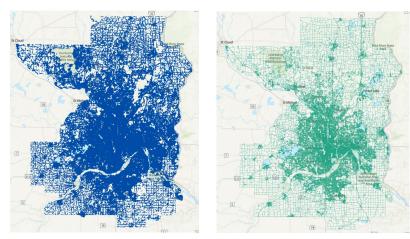
**Maintenance of MOA/Contract agreement** 

**Prevent loss of knowledge (purpose, process, etc.)** 

Training, staff turnover, resources, etc.



## **Regional Datasets**



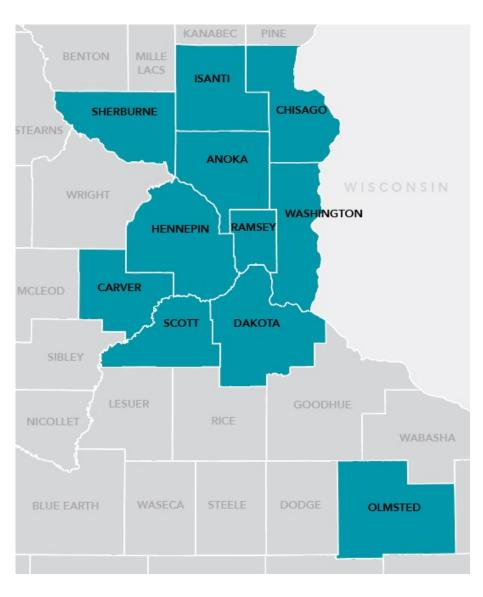
Documentation Preserve knowledge our work Document the "what/why/how" Resource for new staff/new participants Processes and workflows

# **Regional Questionnaire (11 County)**

- Staffing Level
- Software Usage
- GIS/PSAP Process
- Imagery

MetroGIS

Data Management



# LIDAR Update

MetroGIS



# **LIDAR Project Update**

- Notice from Joe Sapletal (Dakota County)
- The data is now ready;

MetroGIS

The drives are being prepared and shipped



#### m LidarHub Lidar Plan Lidar FAQ Status Map News About 3DGeo

## Minnesota Lidar Hub



Q Search...

Learn about lidar and the need for a new lidar collection in Minnesota. This website provides resources, plans to acquire and support lidar, and current status information for the Minnesota Lidar Plan. The website is developed and maintained by the Geospatial Advisory Council 3D Geomatics (3DGeo) Data Acquisition Committee and facilitated and supported by the Minnesota Geospatial Information Office (MnGeo), an office of Minnesota IT Services (MNIT).

#### Events / News

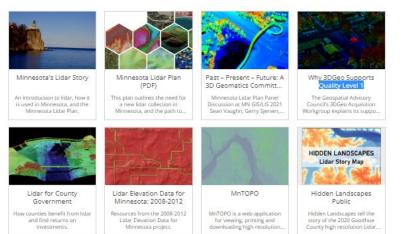
**MetroGIS**<sup>\*</sup>

Email <u>lidar@state.mn.us</u> for meeting invitation(s) when available. Please indicate which meeting(s) you would like to attend.

3D Geomatics Committee Recognized for team-managed, partner-based lidar acquisition at Geo Week. To learn more, check out this brief <u>one-page</u> information sheet.

3DGeo's GIS/LIS presentation recording is now available for viewing: <u>Past</u> -<u>Present</u> - Future: A 3D Geomatics Committee Update on Minnesota's Lidar Plan Presentation Recording.

#### Featured Resources



## https://lidarhub-minnesota.hub.arcgis.com/

# **External Platform Publishing**

P

Eysturskúl



# External Platform Publishing

Metro regional datasets made available to/integrated with/published in:

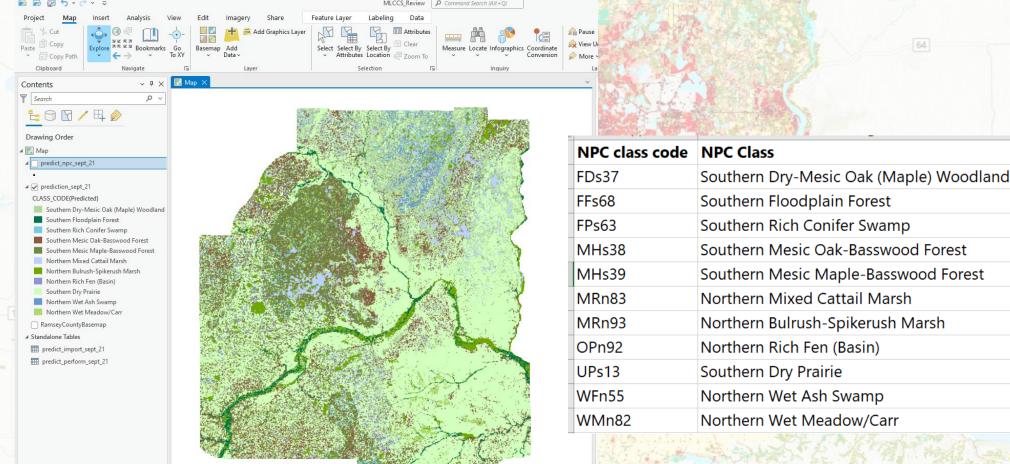
- ESRI Community Basemap
- Google Maps
- Open Street Map
- HERE
- Others as they emerge



# Minnesota Land Cover Classification System



## MLCCS Project Minnesota Land Cover Classification System MetroGIS provided \$26,500 in project funds in 2023



**MetroGIS**\*

94.0763476°W 45.2936806°N 🗸

## **MLCCS Project**

The MLCCS Model results and the Model training layer data are on the Geo Commons https://gisdata.mn.gov/dataset/biota-mlccs-npc-model-results https://gisdata.mn.gov/dataset/biota-mlccs-npc-model-training

m

Categories

🛛 Organizatio

/ Organizatio

## Questions can be directed to Bart Richardson at the MN DNR bart.richardson@state.mn.us

## **Newly Created Resources**

- MLCCS NPC model training data layers (5/30/2024)
- MLCCS/NPC model prediction layer (5/30/2024)
- Waterbodies on MPCA Wild Rice Inventory (5/30/2024)
- Development Trends Along Transit (DTAT) Transitways (5/22/2024)
- Southeastern Minnesota 13 High Biodiversity Sites cross-ownership (Project Boundaries and Zones) (5/17/2024)

#### **View All Resources**

MetroGIS<sup>\*</sup>

20		
NNES OSPATIAL C		04
rganizations	Resources News Help About	
is / Natural	Resources Department / MLCCS/NPC mo	odel prediction
iodel ir	🛔 Resource 👹 Categories 🛛 O Activ	ity Stream
	predicts an NPC Class across the entire metro an	classification System)/NPC (Native Plant in the 7 county metro area. The raw model results
rces	results out in natural areas Please : - Final : - NPC P - predict - accural Categories Organizations	
sto	See the	Resources Department / MLCCS NPC model training
	MLCCS NPC model training data layers	A Resource 👹 Categories O Activity Stream
	O Followers	MLCCS NPC model training data layers
		This resource includes all of the training layers for a MLCCS (Minnesota Land Cover Classification System)/NPC (Native Plant Communities) GIS model using the ESRI 'Forest-based Classification and Regression' tool in the 7 county metro region.
	m	Please see the it:a href="https://resources.gisdata.mn.gov/publgdrs/apps/publus_mn_state_dnr/biota_miccs_npc_model_ti folder for the following addition metadata files: - metro_npc_training_layers - metadata.xixx - MetroGiS MLCCS-NPC Model - Final Status Report - Dec 18.docx - NPC Random Forest Model.pptx
	Natural Resources Department	- predicted NPC classes pdf - NPC metro codes - accuracy.xisx
	Working with citizens to conserve and manage the state's natural resources. read	To download the data output from the model, see https://gisdata.mn.gov/dataset/biota-miccs-npc- model-results

# Agenda Item 9 2025 Project Proposal Process

MetroGIS<sup>®</sup>



# **2025 Project Proposals**

Project Proposals Due September 15, 2024, at 4:00 pm. Email to: <u>metrogis-contacts@metc.state.mn.us</u>

Please feel free to get in touch with Geoff during your project proposal preparation process with questions.

At the November 2024 Coordinating Committee meeting: We will review, rank, and approve for inclusion in the 2025 MetroGIS Work Plan

Project budget for 2025: \$25,000 (proposed)

## metrogis.org > Projects >> Project Templates







Project Templates

Work Plan + Budget

9-1-1 Data Viewer Metro Centerlines

Park + Trail Data Free + Open Data

Address Point Aggregation

Address Point Editor Stormwater Dataset



Teams + Governance A Why MetroGIS Matters A Affiliations A

Archives

**MetroGIS**\*

Publications Contact News & Events

### **Project Templates**

Successful inter-agency projects require planning, identification of personnel and resources and clear delineation of goals and desired outcomes. The following template is provided to const MetroGIS stakeholders to prepare and submit project proposals for const cration by the Coordinating Committee for inclusion in the annual work plan.

MetroGIS Project Proposal Template Editable Microsoft Word document (Version 3.0, August 2017)

## **Project Proposals**

#### New Project Proposals for 2025 Work Plan:

#### **Examples of Past Project Submittals**

- New Process for Creating MLCCS Data updated for 2023 work plan New Project Proposal, PDF Document, revised November 2022
- Regional Funding Participation in Statewide LIDAR Collection New Project Proposal, PDF Document, published 2022
- Metro Address Editor Tool (WebApp Builder) New Project Proposal, PDF Document, published August 28, 2017
- Addressing Resource Guide New Project Proposal, PDF Document, published September 1, 2017

#### MetroGIS Project Submittal and Approval Process:

Step 1: To propose a new project, download and complete the editable template at the top of this page with your project submittal or proposal. Feel free to attach additional supplemental relevant supporting information.

Step 2: Submit your completed templates to MetroGIS via emplition September 15, 2024 at 4:00 pm (mc. cons-contacts@metc.state.mn.us).

Step 3: All collected project submittals will be made available via this website to the entire Coordinating Committee and stakeholder community for review and discussion at the Committee meeting(s).

**Step 4:** In mid-October a very brief on-line survey will be sent to all Coordinating Committee members for them to rank the proposed and existing projects; these survey results will be distributed prior to the next meeting.

Step 5: At the Fall Coordinating Committee Meeting the Committee will:



# Steps Deadline (9/15/2024)

**Project Template** 

# letroGIS

## Possible Project Idea: Revisit the Park and Trail Work

Maximum of 4-5 meetings Work from late 2024 through December 2025 Refine and improve schema, data, documentation, etc.

- Current data is out of date
- Documentation is thin
- Emerging Metropolitan Council requests
- Many emerging needs for park/trail GIS data

# Agenda Item 10 Meeting Calendar





**Coordinating Committee Meeting Calendar** 

November 14, 2024 January 22, 2025 June 4, 2025 November 19, 2024 (In Person)
(Virtual)
(Virtual)
(In Person)

60 Empire Drive (?) Saint Paul



## Agenda Item 11: Lightning Round





## Agenda Item 12: Adjourn