



MetroGIS Coordinating Committee

Meeting Minutes from September 19, 2013, 1:00-3:30 PM
Metro Counties Government Center 2099 University Avenue, St Paul

Attendees:

Jim Fritz, Xcel Energy	John Slusarczyk, Anoka County
Teresa Leiste, Benton County	Chad Martini, Stearns County
Brad Henry, University of Minnesota	James Bunning, Scott County
William Brown, Hennepin County	Derek Lorbiecki, Hennepin County
Chris Mavis, Hennepin County	Peter Henschel, Carver County
Eric Haugen, Resource Data, Inc.	Bob O'Neill, City of Bloomington
Randy Knippel, Dakota County	Francis Harvey, University of Minnesota
Ron Wencil, US Geological Survey	Erik Dahl, Minnehaha Creek Watershed District
Mark Kotz, Metropolitan Council	Dan Ross, MN Geospatial Information Office
Nancy Read, Metropolitan Mosquito Control District	
David Bitner, db Spatial, Coordinating Committee Chair	
David Brandt, Washington County, Coordinating Committee Vice-Chair	

Staff:

Paul Peterson, MetroGIS/Metropolitan Council Project Manager
Geoff Maas, MetroGIS Coordinator

1) Call To Order

Chair Bitner called the meeting to order at 1:09 PM

2) Approval of Agenda

Motion, Harvey, Second: Wencil, motion carried;

3) Approval of Meeting Summary from June 20, 2013:

Motion, Kotz; Second, Wencil, motion carried;

4) Roundtable Update

Maas: Welcomed the guests and visitors the meeting; announced that Adam Fisher would be stepping down from the Real Estate seat on the Committee; additional updates are couched in the agenda items;

Fritz: Responding to the earlier request of what the needs are of the utilities from the public sector, he indicated key desired features include vegetation cover , rights of way, land management and ownership information; looking to make use of the available LIDAR data for trees, buildings, topography and other features;

Slusarczyk: No update from Anoka County;

Leiste & Martini: Thanked the Committee for the invitation to participate and observe;

Henry: Announced to the group that Minnesota was making a bid for the 2023 World Fair, and this has huge developmental implications for the region;

Bunning: No update from Scott County;

Lorbiecki: Presented a summary about the legal position/opinion on Section 16E (*government to government data sharing made law in the 2013 Legislative session*) received from the Hennepin County Attorney's Office; (*full position is provided as an appendix at the end of these minutes*)

Brown: Announced that Hennepin County is in the process of consolidating the ArcInfo software license throughout the County. At present, there are several points of contact between ESRI and various departments of the county using ArcGIS software; looking to balance the practices of departmental use with an enterprise integration solution for the County. Hennepin County is also looking to adopt an enterprise solution for ArcGIS On-Line and working toward better documentation and understanding the variety of GIS business needs and practices at the County.

Mavis: Introduced himself as the new staff working with Bill Brown at Hennepin County; described his involvement with the county's re-examination of its coordinate geometry; developing an idea of how accurate Hennepin's parcel data are compared to the actual survey irons in place on the landscape. Working with data points from as far back as the 1970s and reviewing the results of over 17,000 locations. This analysis revealed a 95% confidence level of accuracy of within 2.3 feet (or better) across the entire county (save for areas within the City of Minneapolis, which will be conducted later on).

Brandt: Announced the findings of his solar capacity modeling research for the City of Stillwater using LIDAR data; the LIDAR datasets that are readily available are suitable for conducting this kind of solar capacity modeling and a grant is being written to expand this work statewide;

Henschel: MetroGIS Address Editor is up and running in Carver County;

Haugen: First meeting as a full member of the Committee; re-iterated his interest in offering what he can as a resource or researcher to the group;

O'Neill: City of Bloomington conversion of city's GIS from SmallWorld to ESRI;

Knippel: Announced the forthcoming availability of an implementation guide for the US National Grid (USNG) from the National Alliance for Public Safety GIS Foundation (NAPSG); this represents a significant step forward for the USNG initiative. At present there is no Minnesota chapter of NAPSG, most activity is concentrated on the coasts of the US, however, there is a great opportunity to begin something in Minnesota; also announced that Dakota County is looking to fill a GIS Technician position and had 100+ applicants respond to the posting;

Harvey: Planning for a symposium for October 21 at the University of Minnesota, more details to follow;

Wencl: Announced the availability of the new statewide coverage of the 1:24000 topographic series maps, which includes the National Grid, structures and hillshading; updates will be available on a three-year cycle; as of September 19, 2013, a new fact sheet on 3D digital data is available; key goals include

improved vertical accuracy and increased data consistency; \$9,000,000 has been earmarked for fiscal 2014, however the federal government remains under sequestration so work might not commence until 2015;

Dahl: Minnehaha Creek Watershed District has rolled out its ArcGIS On-Line;

Read: Mosquito Control staff put out the request for anyone who has the 2013 imagery available, particularly outside of the 2012 USGS coverage areas; this is the time of year that Mosquito Control staff needs to examine imagery for wetlands; also from SharedGeo: Steve Swazee and Bob Basques attended the Association of Minnesota Emergency Managers annual meeting to promote the use of US National Grid and USNG Trail Markers.

Kotz: The Metropolitan Council is performing improvements and updates to its transit interactive map; additionally, the Council has just completed a dataset contain major cartographic features along the three major rivers of the Metro area; taken from DNR boating guides and other sources; also, the Council is working to fill a vacancy in its GIS department, currently in the second round of interviews;

Peterson: Involved with managing the Council's river way cartographic features project; mainly involved with the Statewide Centerlines Initiative (details of which are in Project Updates);

Ross: Plans on delivering a brief 'state of the state' address at MN GIS/LIS; this year's theme is collaboration, soliciting input on the collaborative projects happening around the state to highlight them; please email notes, maps, graphics, slides they can be included;

5) Policy Board Activity Brief

Coordinator Maas indicated that the scheduled July 24 meeting was cancelled due to the absence of key participants and to provide the members of the Data Producers Workgroup/8 County Collaborative ample time to compile research materials for discussion on October 23.

MnGeo and the MetroGIS Data Producers Work Group developed a set of ten questions to be answered by the Department of Administration's Information Policy Analysis Division (DOA/IPAD) on various issues of liability. The results of which will be presented to the Policy Board on October 23. The significance of the forthcoming position/opinion from DOA/IPAD is that it would be referred to and deferred to by local attorneys and judges as tool for informing their decisions and actions.

Ross: The attorneys at DOA/IPAD will be reshaping our initial questions into their preferred language for attorney clarification prior to the responses.

Lorbiecki: The Hennepin County Attorney has finished and offered a legal position on the 2013 Minn. Laws Ch. 95, Sec. 3-4 (to codified by the Revisor at Minn. Stat. Sec. 16E.30);

Knippel: We are curious to know that whatever legal protection is offered to the state and regional governments can be applied as well to municipal and county governments to protect them from liability. State and regional entities have been publishing data for many years without restriction, what is it that protects them from liability and how can cities and counties use the same model?

Ross: We anticipate having these answers and more with the response from DOA/IPAD;

6) Project Updates

6a) MetroGIS Website

Geoff Maas indicated three qualified vendors have submitted bids which are under review. The new site will be hosted by the Metropolitan Council on its servers and will be built in the Kentico CMS.

A signed contract and website production is to begin in late October, with user experience testing available late this fall for MetroGIS members. Coordinator Maas thanked the group for their patience with the new site going live.

6b) Statewide Centerline Initiative

Paul Peterson indicated that a draft pilot plan for the project has been submitted to the pilot partners for review and comment. Peterson is in the process of meeting with pilot partner governments to better understand and document their business practices; key immediate tasks include aligning MnDOTs internal schedule of work with the proposed and anticipated work of Statewide Centerline Initiative and the completion of MnDOT's TIS to LRS conversion.

6c) Geospatial Commons

Dan Ross indicated that June 30, 2014 is a key target date for the Commons. State agencies will need to migrate their published data by that date. MNDOT, PCA, DNR and MNGEO will need to consolidate their clearing houses into the Commons by June 30 of next year.

Ross: Release 1.0 (internal release and including one county) has just been finished. Ross recommended a [*demonstration to the Coordinating Committee at its next meeting on December 12, 2013*](#) and that it will be demonstrated at the next Geospatial Advisory Committee meeting on September 24. The basic shell of the Commons is up as well as the themes and categories, there will also be three levels of metadata (general, intermediate and detailed) and the Commons is set to harvest directed from the MNDNR GDRS.

Kotz: As an original champion of the Commons, it is gratifying to see this coming together and very pleased that the GDRS on the backend will facilitate the easy updating and ease of use. Talented group of folks working on it; very pleased, GDRS as backend that will facilitate the easy updating and ease of use and participation;

Ross: So please know we will be coming to you for your data, so that we can serve it up. Also the other thing we need is funding, it will be cheaper if we are all able to contribute.

6d) Address Points Editor Tool 2.0

Mark Kotz provided an update on the Address Point Editor (version 2.0). This entails improvements to the existing Editor Tool. New functions are to support copy/paste functionality, support multi-point editing, support address authority specific 'pick lists', support use of preliminary plats, allow use of multiple-services and make parcel PIN attribute name configurable; Kotz listed the project team:

Jesse Adams and Carolyn Adams, North Point Geographic Solutions (Contractor)
John Slusarczyk, Anoka County
Joe Sapletal, Dakota County
Tanya Mayer, Met Council (Contract Manager)
Mark Kotz MetCouncil (Project Owner)
Nate Christ, Carver County
Matt Koukol, Ramsey County

Accomplishments in the last three months on the project include:

- Scope of Work Completed & Contract signed
- Kick-off meeting, tasks scheduled based on priority defined by group
- First 2-week 'sprint' meeting to discuss project progress

Estimated completion date is the end of the year (December 31, 2013)

Ross: It would be beneficial to leverage this effort statewide, particularly, we want to work with the E911 community; we don't want them doing a separate effort, better if we mesh together on this effort.

Knippel: Can you clarify the position of the E911 sector on this? At an earlier meeting Gordy (Chinander) made a comment that they will likely purchase their own data and find their own solutions. One of the main justifications for doing the Address Point project as county and city governments this was to support E911 services.

Ross: One of their key issues is that E911 has a different approach to GIS; E911 does not make use of GIS in the same way. Some of their operations are run by the Radio Board, they understand the architecture and physical aspect of making calls go to a center. They are not thinking about GIS in the same way as many of us and may not have a need to leverage GIS in their current operation. NextGen 9-1-1 will require GIS so we will need to present the options and open up our data plans to them. I'd very much like to get them to the table.

6e) Address Points Aggregation Project

Mark Kotz provided an update on the Address Point Aggregation Project; the purpose of the project is to develop a workflow and technical solution for gathering, aggregating and distributing a publicly-accessible address point dataset; Kotz listed the project team:

Matt Koukol, Ramsey County

Joe Sapletal, Dakota County

Derek Lorbiecki, Hennepin County

Mark Kotz, MetCouncil (Project Owner)

Dave Brandt, Washington County

Peter Henschel, Carver County

Jon Hoekenga, MetCouncil (Project Manager)

Accomplishments in the last 3 months include:

- Project Plan Developed and Kick-Off Meeting
- Geospatial Data Resource Site (GDRS) chosen as technological solution
- Began testing GDRS

Key actions in the upcoming work breakdown structure include:

- Completion of GDRS testing;
- Develop automated tasks for merge/package/distribute address
- Points to GDRS and DataFinder;
- Configure GDRS to distribute aggregated dataset;
- Develop GDRS 'how to' documentation for non-test counties;
- Develop metadata;

6f) Stormsewer Data Investigation

Geoff Maas described the progress in the on-going investigation of the potential for a stormsewer data project. After meeting with watershed district, USGS and MnGeo representatives on August 22, the following actions are next:

- Maas and Carrie Magnuson (GIS Specialist with Ramsey-Washington-Metro Watershed District) will approach and secure permission to re-use the stormsewer data assembled from the **Battle Creek Sub-Watershed Study Area** study of 2010 already in the Draft Standard Format; this data will be eventually shared among selected user groups to test the efficacy of the standard;
- The USGS will prepare a set of its desired criteria for inclusion of major/key storm sewer features in the National Hydrographic Dataset;
- Maas will work with Metropolitan Council staff to formalize their interest and resource commitment to the project and begin assembling research on consistent data policy for handling stormsewer assets and connect with Coordinating Committee member Erik Dahl (Minnehaha Creek Watershed District) to formulate a draft plan.
- Maas will re-contact/re-assemble/re-activate a project team; (*focused on the individuals from the MetroGIS/Ramsey-Washington-Metro Watershed District 2010 pilot project*) to comment on, revise and add to the draft project plan in late 2013/early 2014;

Formal inclusion of a Metro stormsewer data initiative into MetroGIS Work Plan program is expected sometime in 2014;

7) Action Items

Geoff Maas presented a new logo design to the Coordinating Committee for both MetroGIS and the DataFinder. He described the symbolic rather geographic approach of the MetroGIS new design and the need for a stronger graphic identity for the DataFinder. Maas indicated that these graphic tools would assist him in explaining and marketing the work of the collaborative to new stakeholders, policy makers and funders of the collaborative.

Motion to approve new logo for MetroGIS:

Motion: Knippel, Second, Read;
Unanimous vote in favor, motion carried;

Motion to approve new logo identity for DataFinder

Motion: Kotz, Second, Henry
Unanimous vote in favor, motion carried;

8) 2014 Work Plan Development

8a) 2014 Work Plan Survey Results

Geoff Maas provided a brief overview of the on-line survey provided to Coordinating Committee members prior to the meeting. Responses show solid support for existing initiatives as relevant to stakeholder business needs. Full results can be found in **Appendix A** of this document (pp. 9-13).

8b) 2014 Project Priority Ranking

Mark Kotz led the group in a ranking exercise in rating the fitness of proposed, shelved and inactive projects into the 2014 MetroGIS Work Plan. The plan is intended to shape how MetroGIS will allot its human and fiscal resources in the coming year. Key considerations for suggested projects include:

- *Does it meet a stakeholder business need?*
- *Is there a project champion? A project team? A project owner?*
- *If funding is needed, is it available?*
- *What is the level of effort?*
- *What is the likelihood of success?*

Based upon the ranking exercise and input from Committee participants, the following projects were identified for inclusion in the 2014 MetroGIS Work Plan:

Rank	Project Name
1	Address Points Aggregation
2	Continued Free & Open Data Research
3	Support for the Geospatial Commons
4	Address Points Editor Tool 2.x (Enhancements if needed)
5	Support for the Centerlines Initiative
6	<i>Increased Engagement and Relationship Building Outside with partners outside the Metro</i>
7	<i>Increased Data Exchange Between Private and Public Sectors</i>
8	<i>Private/Public Sector Data Summit</i>
9	Metro Regional Stormsewer Dataset Development

Note: *Projects 6, 7 and 8* have the potential to be wrapped into one larger over-arching project initiative.

The following project proposals lacked sufficient minimum criteria for inclusion into the 2014 MetroGIS Work Plan

Project Name
<i>Increased frequency of Parcel Data Updates</i>
<i>Creation of Regional Basemap Services</i>
<i>Quantifying Public Value (QPV) Follow-On Study</i>
<i>Regional Building Footprint Data</i>
<i>High Resolution Impervious Surface Data</i>

Next steps for 2014 MetroGIS Work Plan development:

- Maas, Peterson and Kotz will develop an Initial Draft Plan based on the above list and make suggestions as to levels of budget for appropriately funding and resourcing the list of projects;
- Initial Draft Plan will be made available to Committee members and stakeholders for review and comment;

- Comments received from Committee members and stakeholders will be integrated into the plan and a **Final Draft** and will be presented to the Coordinating Committee for final revisions and approval on **December 12, 2013**;

9) Next Meeting

The next meeting of the Coordinating Committee will be Thursday, December 12, 2013

10) Adjournment

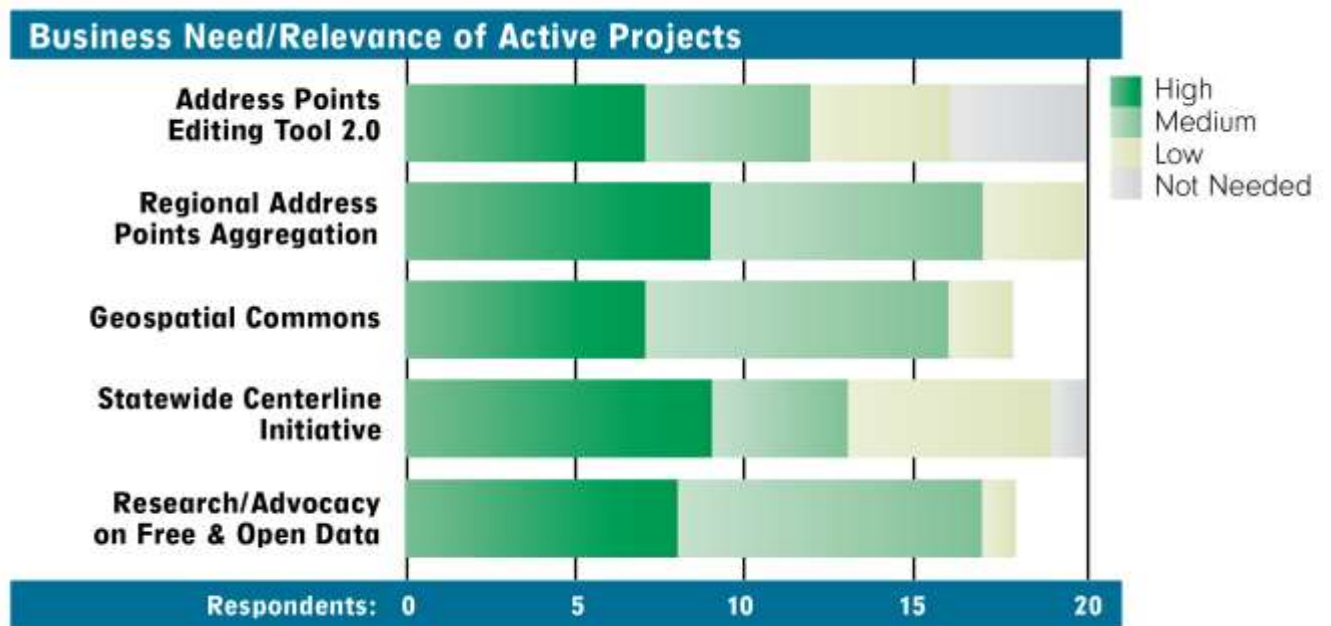
Chair Bitner adjourned the meeting at 3:33 PM

Appendix A:

STAKEHOLDER SURVEY RESULTS, FALL 2013 2014 METROGIS WORK PLAN PREPARATION

Introduction: The MetroGIS collaborative wishes to understand the shared needs of its stakeholder community. In order to plan for its upcoming year of project and to plan for its next years' budget a brief stakeholder survey is sent out to participating agencies representatives. The following are the results of the Fall 2013 survey in preparation of the 2014 Work Plan cycle.

Question 1: The following are the active projects and initiatives that will continue into 2014. How great is your organization's business need for the results of the following active projects?



Question 2: Please provide any commentary or feedback on these **active/in-progress** projects you feel is relevant

Statewide Centerlines Initiative:

Options for counties that do not have their own centerline

Copy of NCompass; which counties will maintain and utilize as their own?

The local benefits for Statewide Centerlines project is not very clear;

As long as I can get a good metro set from NCompass or whatever, I'm ok, but don't know how long that arrangement will last?

Address Points & Geocoding:

While we don't directly use the address points editing tool, if it helps get the regional address points assembled, then it is important to us;

Look to extend Address Points systems statewide if possible!

Geospatial Commons:

As long as DataFinder is working, this isn't super-urgent, but it's still important.

Data Aggregation:

Any data aggregation work can be a significant time saver and help avoid irregular data access/pricing issues from local sources;

Of the projects listed above my agency would benefit from all, mostly due to lack of high quality and well maintained data as well as the ability to geocode through ArcGIS Desktop. Sensitive data does not allow my agency to geocode through third party applications including ArcGIS Online and Bing.

Question 3: How great is your organization's business need for the results of the following **potential** project ideas?



Question 4: Please add any comments related to the above Potential Project list:

General comments:

While I did mark some projects as "Medium" they are only marked as such since other projects are of higher need and demand than others. That does not mean an item

marked as medium should not be carried out but only that I foresee a greater need for other projects.

I'm stretching my organization's level of "business need", but use "relative importance" to reference priority.

Private/Public Data Interaction and Sharing:

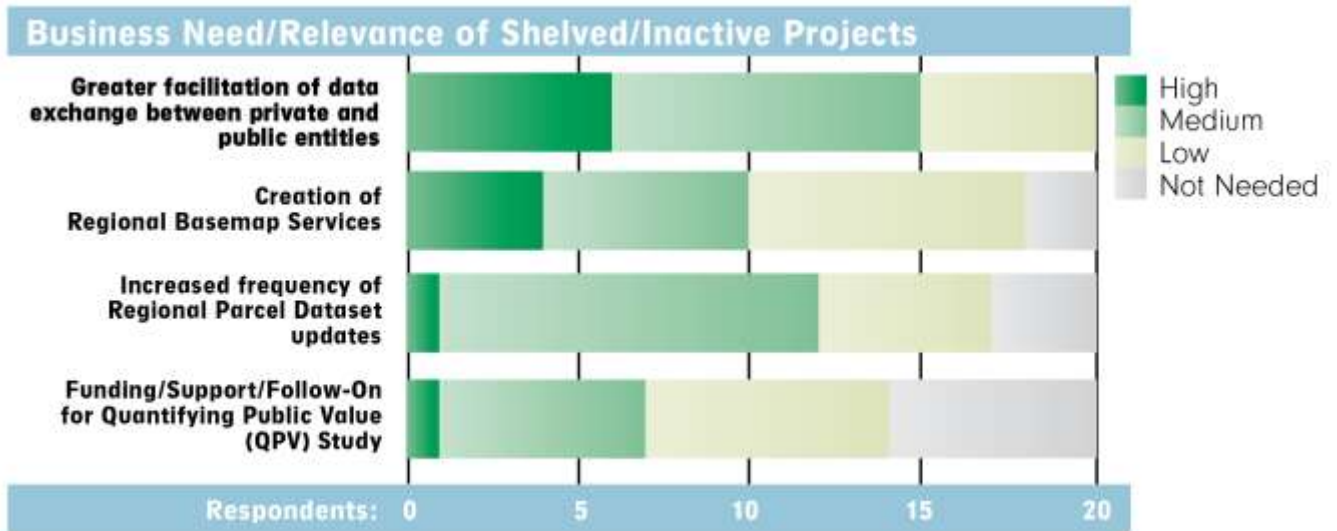
Private/public would be important if it helps create/maintain other important datasets or functions, like addresses and geocoding;

Bringing more non-metro counties "into the fold" would benefit us tremendously. We regulate hundreds of facilities in that "exurban ring".

Web Applications / Data Maintenance:

Infrastructure needed for web apps data maintenance

Question 5: How great is your organization’s business need for the results of the following projects that are presently “shelved” or inactive?



Question 6: Please add any comments you feel are relevant relating to the inactive/'shelved' project list.

Regional Basemap Services:

I do believe one of the lacking qualities of geospatial data in Minnesota is regional basemap services. This could be carried out by requested those with GIS resources to create a standardized basemap (layer symbology) that can be integrated together; for those that do not have the resources [it] can be added in over time. Many other states with fewer resources have carried out this task over five years ago.

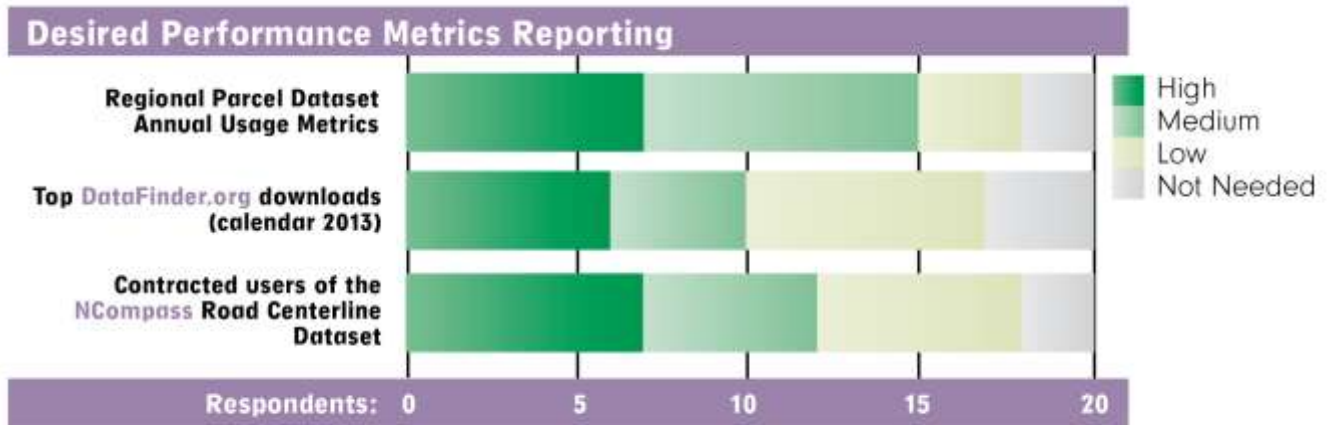
I have a statewide basemap that cuts the mustard, but pales in comparison to the MetCouncil's. It would be cool to see the in-depth cartography applied statewide. No need for regional basemap services;

Quantifying Public Value Study:

Again, re QPV - if it makes it easier to get funding and maintenance for other datasets, then it would be more important than it looks;

No need for the QPV study;

Question 7: In December 2013, MetroGIS will issue a brief annual report document. Please indicate the relevance of the following metrics to your business interest.



Question 8: Please indicate any other progress reports, data usage reports or other metrics you would like MetroGIS to track and report on:

[Need for reporting on] progress on initiatives;

It would be helpful to publish monthly summary data;

I have a dataset on DataFinder; [I] would like to get metrics on that [and] maybe compare to other datasets. [It is] always good to hear about new data on DataFinder, plus some stories about how folks are using it;