Address Workgroup Meeting Notes

Wednesday, February 20, 2013
10:00 to 12:00 AM
MESB/MMCD Offices, Board Room
2099 University Ave W., St. Paul

1. Attendees

David Brandt	Washington County	Paul Peterson	Metro Council
Jim Bunning	Scott County	Derek Lorbiecki	Hennepin County
Pete Henschel	Carver County	Matt Koukol	Ramsey County
Deb Jones	City of Falcon Hts	Cory Karsten	City of St. Paul
Mark Kotz (chair)	Metro Council		

1a. Note Taker
Paul Peterson agreed to take meeting notes.

1b. Introductions
Attendees introduced themselves.

2. Approve Agenda
Agenda was approved with no changes.

3. Update on Web Editing Tool
- tool development is almost done
- Dakota County has 3 cities in production

4. Web Editor Enhancements Steering Group Members Needed
- Joe Sapletal and John Slusarczyk previously agreed to participate
- Jim Bunning volunteered someone from his staff would participate from Scott County
- Pete Henschel said that Nate Christ from Carver County would participate

5. Project Management Approach: Reporting and SMART Goals
- Purpose of developing SMART goals was presented by Mark Kotz.
- Through some discussion committee members agreed it would be of benefit to develop some goals for deployment and aggregation of the address points.
- Some committee members stated that they have their own goals within their county.

- <mark>Mark Kotz agreed to contact each county to ask about their individual goals.</mark>
- Some general goals were discussed and agreed to as written below:

  - *Each of the 7 metro counties will deploy an address point editing tool of some kind by the end of 2013 and at least one city in each county will be using the tool in a production mode.*
  - *The Metropolitan Council will define, test and implement an aggregation strategy for at least 2 counties and 1 city not using the editing tool by the end of July 2013.*

6. Ramsey County Project

- Koukol mentioned that Ramsey Co. is working on data issues right now. The County has various sources for addressing data, none of which are perfect. They are trying to determine the best way to get to a single dataset to use as a starting point for cities.
- Jones gave Falcon Heights address tabular data to Ramsey Co. some addresses had coordinates and others did not. Matt is working to merge that with the county data.
- The County plans to begin working with cities this spring.
- There was also a discussion about whether the situs address should be the only address that follows the MetroGIS data specifications or if other addresses (e.g. taxpayer) should. The group seems to agree that we should only worry about the situs address.

7. Implementation Updates Round Table

- Brandt reported that Washington County is interested any other county's enhanced documentation about installing the editing tool. Dave expects to be able to install the tool this year.
- Bunning reported that Scott County has installed the editing tool and is now working on some data cleanup issues. They have not gotten to the point of actively working with cities yet.
- Henschel reported that Carver County has address points for much of the county from multiple sources, mainly parcel points. Some cities have done some enhancing of that data. A new fire mapping application being developed should provide some leverage to work with cities. They hope to have the tool installed in 2 months and then plan to pilot it with some cities.
- Lorbiecki reported that Hennepin County is in the middle of a big address project. It includes creating a county data standard based on the MetroGIS specs, and involves outreach to internal county departments and many external stakeholders, including cities. Several cities already have address points. They plan to start implementing with four key cities and then move to more cities.
- Karsten reported that St. Paul is dealing with some data challenges. This came from recent uploads to their system with regard to primary and secondary addresses

being mixed up and data entering into incorrect fields. Troubleshooting is going on now to discover the cause and pinpoint the issue that caused it.

8. Review Action Items

See items highlighted above.

Meeting adjourned at 11:15