

Minnesota Geospatial Advisory Council Meeting

March 15, 2023

10:00 - noon (online)

Contact gisinfo.mngeo@state.mn.us to request a Teams meeting invitation

Agenda

1. Call to Order (Chair)	10:00	15 min
a. Introductions		
b. Approval of Agenda		
c. Approval of Meeting Minutes from December 14		
2. Review and Accept Committee Summaries (All)	10:15	15 min
a. 2022 accomplishments and 2023 workplans		
b. Review of new quarterly reporting		
3. Outreach Committee Update (Richter, Albrecht)	10:30	5 min
4. Success Stories for Geospatial Technologies Workgroup (Kne)	10:35	5 min
5. Culvert Data Standard Workgroup (Moore)	10:40	10 min
6. Lidar Data Acquisition (Vaughn, Sjerven)	10:50	10 min
7. Legislative Updates (Slaats)	11:00	10 min
8. Break	11:10	10 min
9. Updates on MN GAC Priority Projects and Initiatives (Brandt)	11:20	20 min
10. Applications for next GAC term (Rader)	11:40	5 min
11. Announcements or Other Business	11:45	15 min
12. Adjourn	Noon	

Emergency Preparedness Committee

2022 Annual Accomplishments Report

Planned Versus Actual

Report date: February 9, 2023

Prepared by:

- Chair: Stephen Swazee, Executive Director, SharedGeo, chair@mgacepc.org, 651-456-5411
- Vice Chair: Randy Knippel, GIS Manager, Dakota County, vchair@mgacepc.org, 952-891-7080

Full Committee/Leadership Team

- Conduct at least three meetings of the full committee during 2022
 - No meetings held due to Chair personal circumstances
- Conduct at least four meetings of the leadership team (Chair, Co-chair, and Project Team chairs)
 - No meetings held due to Chair personal circumstances
- Continue efforts to cleanup committee's online presence and bring efficiency to its IT infrastructure
 - Marginal progress
- Randy Knippel to serve as EPC liaison to the [Metropolitan Emergency Managers Association](#) (MEMA) by attending that association's monthly meetings
 - Effort active throughout the year

Critical Infrastructure Assessment (CIA) Project Team – GAC PRIORITY
Stacey Stark, Associate Director, U Spatial, slstark@d.umn.edu, 218-726-7438

Progress on work plan:

- Conduct at least three meetings of the Project Team during 2022
 - Complete: Seven meetings were held
- Develop updated data model (prioritizing fire and police) based on the previous standards identified in Minnesota Structures Collaborative project
 - Complete
- Publish comprehensive statewide dataset of police to the Minnesota Geospatial Commons
 - Complete: <https://gisdata.mn.gov/dataset/struc-law-enforce-mn>
- Pursue a long-term workflow to keep fire, law enforcement updated annually
 - Effort active throughout the year
- Request validation for 9 counties U-Spatial has projects with and remaining metro counties
 - Effort active throughout the year
- Maintain Esri online app for counties to validate their data (counties U-Spatial has other projects with, as a prototype for workflow)
 - Complete (moved maintenance to U-Spatial)
- Develop workflow coordination with HSEM for fire, police, hospitals, schools.
 - Effort active throughout the year

- Continue to validate workflow with other partners
 - Effort active throughout the year
- Catalog available authoritative data sources
 - Complete
- Publish “C.I. resource site” on either MnGeo website or GAC Hub
 - Complete: <https://www.mngeo.state.mn.us/chouse/criticalinfrastructure.html>
- Develop strategy for outreach /promotion of work (use of GAC Hub)
 - Effort active throughout the year: Participation in GAC Hub subcommittee

Geospatial Assistance (GA) Project Team (Planned)

Brian Huberty, SharedGeo, bhuberty@sharedgeo.org, 651-706-6426

Progress on work plan:

- Conduct at three meetings of the Project Team during 2022
 - No meetings were held
- First draft charter and work plan created
 - No progress this year
- Develop first draft of procedures to help emergency managers understand steps for requesting aerial imagery and/or GIS support from federal, state and private assets
 - No progress this year

Underground Utilities Mapping (UUM) Project Team – GAC PRIORITY

Barbara Cederberg, CEO, [Gopher State One Call](http://GopherStateOneCall.org) (GSOC), barbara.cederberg@gopherstateonecall.org,
651-681-7303

Stephen Swazee, MGAC EPC, Chair, chair@mgacepc.org, 651-456-5411

Progress on work plan:

- Conduct at least eight monthly meetings of the Project Team during 2022
 - Complete: 17 meetings were held
- Produce a “Way Forward” blueprint document
 - Effort active throughout the year
- Complete development of a prototype system which can aggregate diverse utility geospatial data and make available for other project identified needs
 - Complete: Access restricted
- Deliver at least one presentation about overall team efforts at an established community appropriate conference (or webinar)
 - Complete: More than five presentations were conducted
- Publish at least one article about the Project Team in a publication of importance to the industry
 - Complete - Article featuring UUMPT Leadership Team member Geoff Zeiss of Ottawa, Canada was published in July issue of Damage Prevention-Pro.
- Continue efforts to develop project champions in the underground utility and regulatory communities

- Complete:
 - Statement of support. At the Association of Minnesota Counties annual meeting, September 16, 2022, the UUMPT effort was offered for inclusion in their 2023 platform.
 - Outreach Plan. During September 2022, initial promotional flyer was created which remains in draft. 1st draft of dedicated outreach website (www.fuzionview.org) was created.
-

U.S. National Grid (USNG) Project Team – GAC PRIORITY

Randy Knippel, GIS Manager, Dakota County, Randy.Knippel@co.dakota.mn.us, 952-891-7080

Progress on work plan:

- Conduct at least quarterly meetings of the USNG Implementation Working Group during 2022
 - Complete: Eight meetings were held
 - Develop documentation for production of 10K maps
 - Complete: Procedure migrated to ArcGIS Pro
 - As appropriate, publish or assist other government entities with publication of USNG maps for their areas of responsibility
 - No progress this year
 - Refine, update, and publish Minnesota statewide 1K maps
 - No progress this year
 - Work with SharedGeo to complete a new USNG mapbook publishing application on USNG Center (www.usngcenter.org)
 - Complete. Anticipate release 1st quarter 2023
 - Continue development of USNG training videos focused on USNG map production
 - Effort active throughout the year in conjunction with other members of the national USNG Implementation Work Group
 - Conduct workshops and presentations where appropriate
 - Complete: Presented at MN GIS/LIS Conference, October 13-14
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Emergency Preparedness Committee

Work Plan for 2023

Planned Activities and Deliverables:

Full Committee/Leadership Team

- Conduct at least three meetings of the full committee during 2023
- Conduct at least four meetings of the leadership team (Chair, Co-chair, and Project Team chairs)
- Continue efforts to cleanup committee's online presence and bring efficiency to its IT infrastructure
- Randy Knippel to serve as EPC liaison to the [Metropolitan Emergency Managers Association](#) (MEMA) by attending that association's monthly meetings

Critical Infrastructure Assessment (CIA) Project Team – *MGAC PRIORITY*

- Conduct at least three meetings of the Project Team during 2023
- Document a long-term workflow to keep fire, law enforcement verified annually by MN counties
- Document a long-term workflow to maintain the critical infrastructure resource list on the MnGeo website
- Request validation for 19 counties U-Spatial has projects with and remaining metro counties
- Validate correctional facilities dataset (publish updated version on GeoCommons)
- Coordinate with and contribute to GAC committee to establish National data relationships (Alison Slaats)
- Coordinate with and contribute to GAC workgroup to conduct outreach related to core critical infrastructure layers
- Provide critical infrastructure data status review for the MN State Hazard Mitigation Plan
- Establish a Hub site for this workgroup, develop base content

Geospatial Assistance (GA) Project Team

- Conduct at least three meetings of the Project Team during 2023
- Complete charter and work plan and receive approval from the EPC Leadership Team
- Develop first draft of procedures to help emergency managers understand steps for requesting aerial imagery and/or GIS support from federal, state and private assets

Underground Utilities Mapping (UUM) Project Team – *MGAC PRIORITY*

- Conduct at least four monthly meetings of the Project Team during 2023
- Complete a "Way Forward" blueprint document
- Complete initial development of a functional system which can aggregate diverse utility geospatial data and make available for testing by select utilities and excavators statewide
- Deliver at least one presentation about overall team efforts at an established community appropriate conference (or webinar)
- Publish at least one article about the Project Team in a publication of importance to the industry
- Continue efforts to develop project champions in the underground utility and regulatory communities

U.S. National Grid (USNG) Project Team – MGAC PRIORITY

- Conduct quarterly meetings of the USNG Implementation Work Group
- Develop documentation for USNG map production
- Assist other government entities with publication of USNG maps for their areas of responsibility
- Complete USNG map and mapbook publishing application on USNG Center (www.usngcenter.org)
- Continue development of USNG instructional videos
- Conduct workshops and presentations

Roles and Responsibilities:

Role	Name	Affiliation
Chair - EPC	Steve Swazee	Executive Director, SharedGeo
Vice Chair - EPC	Randy Knippel	GIS Manager, Dakota County
Chair - Critical Infrastructure Assessment (CIA) Project Team	Stacey Stark	Associate Director, U Spatial
Chair - Geospatial Assistance (GA) Project Team (pending)	Brian Huberty	Retired USFWS remote-sensing expert
Chair - Situational Awareness Sharing Initiative (SASI) Project Team (pending)	Steve Swazee	Executive Director, SharedGeo
Chair - Underground Utilities Mapping (UUM) Project Team	Barb Cederberg	COO, Gopher State One Call
Chair - U.S. National Grid (USNG) Project Team	Randy Knippel	GIS Manager, Dakota County

- Project Teams vary greatly in size but must have a minimum of five participants to be approved by the EPC Leadership Team. It is anticipated that in 2023, more than 50 individuals will be participating in EPC Project Team activities.

Resources:

- Committee members primarily rely on resources available to them through their employer, with their employer’s endorsement:
 - Time commitment
 - Software and hardware
 - Expenses
- EPC’s dedicated Zoom, YouTube, Twitter, Facebook, Eventbrite and Mail Chimp accounts
- EPC’s developed Google based online collaborative system for supporting back office administrative functions
- SharedGeo funding and resources

Committee/workgroup needs:

- Through access to the above-described resources, it is believed the EPC has all items necessary to successfully commence and complete operations as envisioned during this calendar year

Dependencies and Interrelationships:

- Other MGAC committees/work groups that depend on this committee's success or vice versa: None known
- Describe any relationships that exist with other committees/work groups: None known
- Other: Through the legislation enacting the MGAC, this Committee occasionally requires the following support from MnGeo:
 - Administrative assistance
 - Hosting of EPC products
 - Promotion of EPC efforts with the state's interagency

Risks:

- List risks which could impede the Project Team's ability to successfully accomplish its goals.
 - Volunteer support and engagement erodes
 - Stakeholders refuse to support efforts
- List steps which can be taken to mitigate the risks?
 - Ensure the EPC's Project Teams have solid leadership, as well as access to responsive and effective administrative support
 - Use outreach to highlight the value of Project Team efforts to stakeholders, team employers/participants, Minnesota government and the public

Additional Comments:

- Although not an official Project Team, the 20 plus individuals who have volunteered to be available to assist other GIS personnel during disasters have now formally agreed to review and update the Geospatial Emergency Management Specialist (GEMS) training program previously created by the EPC's Education Work Group in 2010. This effort was planned to get underway in January 2022, but to date no action has occurred.
- In 2023, in addition to considerable manhours, SharedGeo donated \$500 to the EPC to pay for direct administrative costs (Zoom, etc.)
- Chair Swazee firmly believes the extent of EPC activities clearly demonstrates the need for a dedicated, full-time support employee assigned to MnGeo. This concept was previously discussed during creation of legislation which brought into existence the MGAC and MnGeo. The return on investment through use of GIS as a force multiplier in the Emergency Service Sector to save lives and reduce suffering in Minnesota would far exceed the additional expenditure required to create the position.

Date Approved by the Minnesota Geospatial Advisory Council:

Minnesota Geospatial Advisory Council Committee/Workgroup Charter

Success Stories for Geospatial Technologies

A workgroup of the Outreach Committee

Mission statement:

To create a framework and toolkit that can be used to highlight the importance of all of the amazing work our colleagues perform everyday to stakeholders outside the geospatial community.

Objectives and Deliverables:

This initiative seeks to share the importance of all of the amazing work our geospatial colleagues perform everyday to stakeholders outside the geospatial community. This could include policy/decision makers at all levels, private sector, education, NGOs and the citizens of Minnesota and beyond. At the risk of oversimplifying the work, this is really a marketing exercise that will tell our stories to a wide and diverse audience.

Specific questions for the workgroup to answer include:

- What are the existing resources? There are many resources to build on
- Who is the audience/stakeholders?
- Why do this? What is our goal? What do we want to achieve?
- How to get stories out?
- Who will publish the stories?

While this workgroup may create new content (e.g. StoryMaps, articles, presentations, etc.), the focus will be on cataloging existing resources and creating strategies to promote the work of the geospatial community to targeted audiences.

Resource requirements and timing:

The workgroup will meet monthly, with an additional commitment of 1-3 hours per month to work on tasks. This workgroup will sunset by March 31, 2024.

Potential funding may be needed to exhibit at targeted conferences such as Association of Minnesota Counties (AMC) or League of MN Cities.

Anticipated participants and their roles and responsibilities:

There is broad interest among GAC members, Outreach Committee, and colleagues throughout all sectors. Anticipating a core group of 10-15 members. Len Kne has offered to chair the workgroup.

Prepared by:

Len Kne, et.al.

Date approved by the Geospatial Advisory Council:

Standards Committee

Work Plan date: February 2, 2023

Chair and Vice Chair: Chair, Mark Kotz
Metropolitan Council

Vice Chair, Curt Carlson
MnGeo

Link to charter: <https://www.mngeo.state.mn.us/committee/standards/>

Accomplishments from 2022

- **Emergency Service Zone Standard**
 - Worked with SME group to review, conduct public review and submit standard for approval by the GAC.
- **Stream ID Standard**
 - Worked with SME group to revise old standards, conduct public review of changes and submit for approval by the GAC. This was an old standard originally approved by the Governor's Council on Geographic Information.

Work Plan for 2023

Planned activities and deliverables for 2023:

- Maintain domains for existing GAC standards
- Work with stakeholder groups to modify remaining original Governor's Council on Geographic Information (GCGI) standards to the GAC format and have adopted by the GAC. This will involve review and possibly changes to these standards.
 - Minnesota Geographic Metadata Guidelines
 - Codes for Identifying Watersheds
 - Codes for Identifying Lakes and Wetland Basins
- Facilitate the creation of usage guides for key GAC standards

Roles and responsibilities:

The Standards Committee's primary responsibility is to facilitate and manage a transparent and inclusive process by which geospatial standards can be proposed, discussed, refined, adopted, and revised for the benefit of the broad Minnesota geospatial community.

Resources:

The primary resources needed by the Committee are contributions of members' time and expertise. The Committee requires the use of MnGeo staff time for updating and maintaining its web presence

Committee needs:

- Continued commitment of committee leaders to provide key direction, support and work
- Committee member active participation
- Support for creation and maintenance of standard domains and standard validation tools (Met Council staff currently providing this support)

- MnGeo hosting of GAC website and committee file sharing site
- Organization and leadership of stakeholder groups who are creating proposed standards
- Individual stakeholders willing to provide comment and feedback on standards

Dependencies and interrelationships.

The Standards Committee has been committed to maintaining solid relationships with other committees, work groups, stakeholder groups and organizations. The Standards Committee is dependent on stakeholder interests with a business need to develop and advance candidate standards which aim to satisfy those needs.

Risks:

Potential risks include burnout of key leaders or inability of leaders to commit the significant time required for this committee to be successful, reduction in interest and participation of members, meeting fatigue, lack of clarity or understanding about the GAC standards process

Date approved by the Geospatial Advisory Council: