

**Emergency Preparedness Committee**  
**FY2024/25 Term Report & FY 2026/27 Work Plan**

**Committee Chair(s) and Vice Chair(s):**

Stephen D. Swazee, Chair  
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Britta Maddox, Vice Chair  
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Active subgroups and associated leadership:

- Critical Infrastructure Assessment Project Team  
Stacey Stark, [sstark@d.umn.edu](mailto:sstark@d.umn.edu)  
Matt Goodman, [goodmanm@stlouiscountymn.gov](mailto:goodmanm@stlouiscountymn.gov)
- Geospatial Assistance Project Team  
Brian Huberty, [bhuberty@gmail.com](mailto:bhuberty@gmail.com)
- Underground Utilities Mapping Project Team  
Kelly Connolly, [kelly.connolly@gopherstateonecall.org](mailto:kelly.connolly@gopherstateonecall.org)
- U.S. National Grid (USNG) Project Team  
Randy Knippel, [rdknippel@gmail.com](mailto:rdknippel@gmail.com)

**FY2024/25 GAC Term Report**

*Fiscal Year (FY) 2024/25: July 2023 – June 2025*

**Full Committee/Leadership Team Accomplishments**

- Met or exceeded all meeting goals for the term; held eight quarterly admin/educational meetings, and eight leadership team meetings.
- Continued efforts to bring efficiency to the committee's IT infrastructure and outreach efforts:
  - EPC quarterly meeting attendance continued to grow with attendance now averaging mid-30's per meeting; highest single attendance during term was 62 in April 2024.
  - EPC website ended CY 24 with 2,900 page views, up from 2,000 in CY 2023 (<https://mgacepc.org/>). Stats only available by CY.
  - EPC YouTube channel now at over 8,300 video views since inception in early 2021 ([https://www.youtube.com/channel/UC3hwp5\\_9t3BkiTt-hyALArg](https://www.youtube.com/channel/UC3hwp5_9t3BkiTt-hyALArg)).
- Developed an award certificate program and recognized a volunteer each quarter.

## **GAC Priorities Owned by the Committee/Accomplishments**

### **Critical Infrastructure Assessment Project Team**

- Met or exceeded meeting goals for the term; held eleven admin/educational meetings.
- Continued efforts to develop a long-term workflow to maintain a critical infrastructure resource listing on the MnGeo website.
- Coordinated with and contributed to GAC committee working to establish national data relationships.
- Created foundational discussion and documents which led to the MGAC approving creation of an ad hoc workgroup that will develop the methodology for endorsing statewide geospatial data sets.
- Continued efforts to document a long-term workflow to keep fire, law enforcement data verified annually by MN counties.
- Completed review of critical infrastructure for the MN State Hazard Mitigation Plan.

### **Underground Utilities Mapping Project Team (UUMPT)**

- Met or exceeded meeting goals for the term; held eight quarterly admin/educational meetings, and 26 UUMPT Leadership Team meetings.
- Coordinated acquisition of \$430,000 to support development of FuzionView and Field Data Collect software as envisioned by project team.
- Completed supervision of development of a statewide system which can aggregate diverse utility geospatial data into one view for use by design engineers, locators and excavators - FuzionView. Initial Operating Capability (IOC) at Gopher State One Call (811) anticipated to be June, 2025. In Minnesota alone, project is seen as having the potential to save local, state and commercial entities more than \$100 million annually.
- Delivered more than 20 presentations about the project at major conferences across Europe, Canada and the U.S.; both online and in-person.
- Continued efforts to develop Minnesota, U.S., and international project champions in the underground utility and regulatory communities.

### **U.S. National Grid Project Team**

- Met or exceeded meeting goals for the term; held eight quarterly admin/educational meetings, and eight USNG Institute Leadership Team meetings.
- In coordination with the USNG Institute, continued to assist with development of the USNGI's three sponsored websites, each of which had their genesis at the EPC.
- Completed three booth outreach events and four presentations in the Upper Midwest.
- Assisted with update and transfer of USNG 10K maps for Minnesota from Dakota County servers to MnGeo.

## **Recommendations**

As has been previously reported over the past decade, Chair Swazee firmly believes the extent of EPC activities clearly demonstrates the need for at least one, preferably two, dedicated, full-time, support employees assigned to MnGeo. This concept was previously discussed during creation of legislation which brought into existence the MGAC and MnGeo. It is believed 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(s). A draft document supporting this concept was submitted to the state GIO in June, 2024. Also, Chair Swazee acknowledges that to the extent its resources will allow, MnGeo has been actively engaged in creating movement on this issue by providing an improved level of support to the EPC during the previous term. However, this support is still not sufficient to achieve the value for Minnesota's citizens that would otherwise be possible with dedicated full-time support.

### **Additional Comments**

None.

## **FY2026/27 GAC Term Work Plan**

### **Full Committee/Leadership Team**

- Conduct at least three meetings of the full committee during each FY.
- Conduct at least four meetings of the leadership team (Chair, Vice-chair, and Project Team chairs) during each FY.
- Continue efforts to cleanup committee's files and bring efficiency to its IT infrastructure to facilitate handoff of the same.
- Britta Maddox to serve as EPC liaison to the [Metropolitan Emergency Managers Association](#) (MEMA) by attending that association's monthly meetings.

### **GAC Priorities Owned by the Committee/Planned Activities and Deliverables**

#### **Critical Infrastructure Assessment Project Team – *MGAC PRIORITY***

- Conduct at least three meetings of the Project Team during each FY of the coming term.
- Document a long-term workflow to keep fire, law enforcement verified annually by MN counties.
- Coordinate with the Data Endorsement Workgroup to develop procedures for “endorsing” critical infrastructure data sets.
- Coordinate with the Contributing to Nationwide and Commercial Data Assets Workgroup to ensure distribution of any data sets created by the Project Team.
- Before end of FY 26:
  - Resolve discrepancies between critical infrastructure data sets posted to the MnGeo critical infrastructure data page and those found on MnSAV.
  - Document a long-term workflow to maintain the critical infrastructure resource list on the MnGeo website.
  - Entirely dependent on completion of work by the Data Endorsement Committee, complete the first statewide endorsed critical infrastructure data set.

#### **Geospatial Assistance Project Team (Activated FY 2026)**

- Conduct at least three meetings of the Project Team during each FY of the coming term.

- Develop a first version of procedures to help Emergency Services Sector (ESS) personnel understand steps for requesting aerial imagery and/or GIS support from federal, state and local assets before the end of FY 26.
- Evaluate the potential for creating a website/decision support/AI system to guide ESS personnel on where to acquire imagery to help respond to incidents and disasters.

#### **Underground Utilities Mapping Project Team – *MGAC PRIORITY***

- Conduct at least four monthly meetings of the Project Team during CY 2025.
- Supervise release of FuzionView and Field Data Collect as open-source software before the end of FY 26.
- Deliver at least one presentation during FY 26 about overall team efforts at an established community appropriate conference (or webinar)
- Publish at least one article during FY 26 about the Project Team in a publication of importance to the industry.
- Before the end of FY 26, prepare to close project and transition to an industry hosted effort which will steer any future development.

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

- Conduct quarterly meetings of the USNG Implementation Work Group.
- Before end of FY 26:
  - Complete development of the USNG Institute's three sponsored websites,
  - Develop documentation for USNG map production, and
  - Complete USNG map and mapbook publishing application on USNG Center ([www.usngcenter.org](http://www.usngcenter.org)).
- Assist other government entities with publication of USNG maps for their areas of responsibility.

#### **Roles and Responsibilities:**

Role	Name	Affiliation
Chair - EPC	Steve Swazee	Executive Director, SharedGeo
Vice Chair - EPC	Britta Maddox	PSDS Fire RMS Administrator, Coon Rapids Fire Department
Chair - Critical Infrastructure Assessment Project Team	Stacey Stark	Associate Director, U Spatial
Chair - Geospatial Assistance Project Team	Brian Huberty	USFWS remote-sensing expert (retired)
Chair - Situational Awareness Sharing Initiative Project Team (anticipating initiative will be absorbed into Minnesota Geospatial Commons)	Steve Swazee	Executive Director, SharedGeo
Chair - Underground Utilities Mapping Project Team	Kelly Connelly	COO, Gopher State One Call
Chair - U.S. National Grid Project Team	Randy Knippel	Retired 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 each ensuing FY, more than 50 individuals will be participating in EPC Project Team activities.
- Respective Project Team leadership is expected to drive mission accomplishment as appropriate for stated goals. Respective Project Team leadership is also expected to determine the appropriate mix of skills and experience, as well as time commitment, that will be required of Project Team members. Generically, this should be a minimum of 1 hour/week.
- Through Britta Maddox's participation in the EPC, it is believed there is the potential for additional personnel from the ESS community joining the committee.

**Resources:**

- Committee members primarily rely on resources available to them through their employers, with their employer's endorsement:
  - Time commitment,
  - Software and hardware, and
  - Expenses.
- EPC's dedicated Zoom, YouTube, LinkedIn Groups, Mail Chimp, and WordPress accounts.
- SharedGeo's donation of funding and resources to enable core committee activities.

**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 the upcoming term except for one area where there remains substantial need: lack of dedicated funding to support ongoing development of accurate and current infrastructure data which is essential for emergency preparedness and response. Discussions to date with MnGeo about this issue have yet to find a solution.

**Dependencies and Interrelationships:**

- Other MGAC committees/work groups that depend on this committee's success or vice versa:
  - Data Endorsement, and
  - Contributing to Nationwide and Commercial Data Assets.
- Describe any relationships that exist with other committees/work groups:
  - Data Endorsement – policy as set by this group will determine how data developed by the EPC's Critical Infrastructure Assessment Project Team will get endorsement for data sets that it produces.
  - Contributing to Nationwide and Commercial Data Assets - The EPC's Critical Infrastructure Assessment Project Team will rely on this group to distribute any data sets the project team creates.
- Other: Through legislation enacting the MGAC, this Committee occasionally requires the following support from MnGeo:
  - Administrative assistance,
  - Hosting of EPC products, and
  - 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, and
  - 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.
- In FY 2026, in addition to considerable manhours, SharedGeo anticipates it will donate at least \$500 to the EPC to pay for direct administrative costs (Zoom, etc.).

**Date Approved by the Minnesota Geospatial Advisory Council:** May 21, 2025