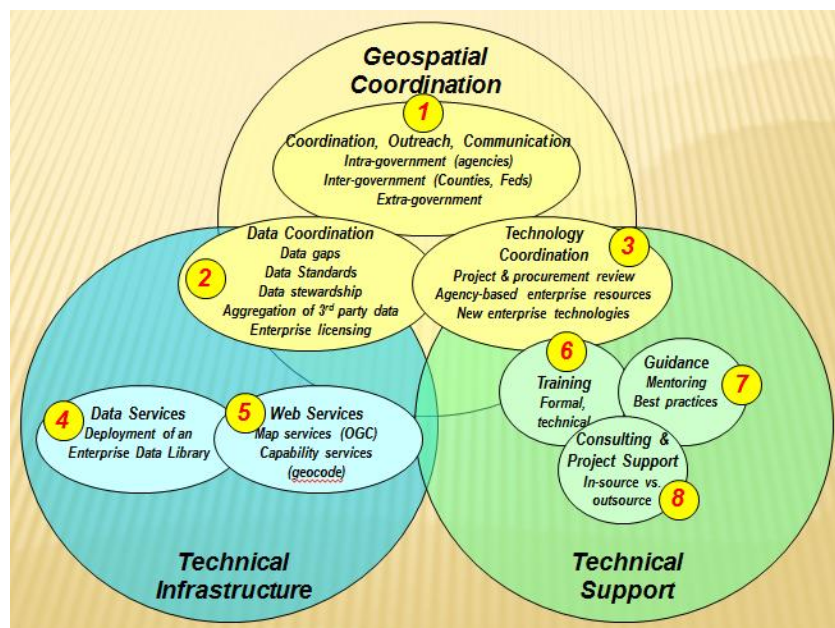


## MnGeo Discussion with Stakeholders

MnGeo is developing a service catalog and associated resource model that will align with stakeholder needs. In addition, MnGeo is working with the geospatial community to better understand where opportunities, streamlining, core services, and better service delivery may exist. An essential part of that process is gathering input from stakeholders. From the input we gather we will develop a set of recommendations and priorities for service delivery that will be brought for input and advice to the two statutory advisory bodies associated with MnGeo. The outcomes will be a newly defined set of services and priorities the office will focus on. MnGeo currently focuses its services around the following model:



Below are descriptions of some types of services and activities that were described as needed in the 2009 Strategic Plan that was created. Called out are activities taking place in each of the service areas. Those identified in red are activities that MnGeo currently focuses little or no time on.

**We will have a discussion to obtain your input at the meeting. Our questions to YOU; 1) Are these the correct services? 2) Are there services missing that need to be added? 3) Are there services that should be removed? 4) What are your priorities for each service area 5) Should we be doing more under any one of the activities or service areas?**

## MnGeo Program Elements/Activities

### 1. Leadership, Coordination, Outreach & Communications (in FY 12 25% Time spent here)

- a. Intra-governmental. Coordination between state agencies
  - i. Coordination of shared funding of significant investments (e.g. statewide orthophotos)
    - 1. Statewide aerial imagery
    - 2. Esri Enterprise License Agreement for state agencies
  - ii. Development of communal resources available to all agencies (e.g. web services)
    - 1. Image services
  - iii. Lower barriers to entry, and assistance to agencies commencing GIS for the first time
    - 1. Esri Enterprise License Agreement for state agencies
  - iv. Removal of unnecessary redundancy
  - v. Increase awareness of GIS initiatives and programs within state government.
    - 1. Advisory Councils
    - 2. GIS/LIS participation
    - 3. NSGIC
  - vi. Strategic plan guidance and implementation
  - vii. Policy, legislative and budget coordination
    - 1. Data practices and data sharing legislation
  - viii. Maintenance of GIS portfolio and promulgation of agency best practices
  - ix. Communication with agency GIS leads
  - x. Support for advisory groups
    - 1. State Agency Advisory Committee
    - 2. Statewide Advisory Committee
  - xi. Non-geospatial information technology coordination and communication
- b. Inter-governmental. Coordination between the state and other levels of government
  - i. Communication and outreach to local governments
    - 1. Orthophoto outreach with partners
    - 2. Parcel Integration Business Plan
    - 3. Other local government Groups (MCGISA, MNCITLA, County Surveyors)
    - 4. County GIS Contacts list and communication
    - 5. Interaction with counties interaction on various topics (e.g. disaster response and support)
  - ii. Coordinate with federal GIS programs
    - 1. Cooperative Agreements – mostly for Data
  - iii. Represent Minnesota within national organizations
    - 1. NSGIC

- iv. Communicate with neighboring states and Canada
  - 1. NSGIC, Oregon, Wisc., Utah, ND, Canada (NHD)
- c. Extra-Governmental Coordination (some through Statewide Advisory Council)
  - i. Utilities
  - ii. Academia
  - iii. Businesses
  - iv. Non-Profits

## 2. **Data Coordination (in FY 12 28% Time spent here)**

- a. Facilitating common access to the GIS data assets of the enterprise
  - i. Minnesota Geospatial Data Clearing House, GeoGateway
- b. Facilitating increased levels of standardization and quality for newly created data
  - i. Standards Committee (e.g. metadata standards, etc), Digital Cadastral Data Committee
  - ii. Best Practices for data specifications (USGS DOQs, LIDAR, NSSDA)
- c. Catalyzing the development of new data – for example statewide addressing – to fill existing data gaps and to support agency business requirements
  - i. Structures data with partners
- d. Clarifying data stewardship and user expectations for data reliability and the frequency of data update
- e. Streamlining the process for collecting, aggregating and making data available
- f. Improve Data Standardization - Data Standards Committee
  - [http://www.mngeo.state.mn.us/committee/standards/standards\\_adopded\\_devel.html](http://www.mngeo.state.mn.us/committee/standards/standards_adopded_devel.html)
  - i. Data Library Model
  - ii. Data Content
  - iii. Data Quality
  - iv. Metadata
  - v. Security
  - vi. Stewardship
- g. Data Policy Development
- h. Coordinate Enterprise Data Programs
  - i. Meeting Statewide Addressing Needs
  - ii. Filling Statewide Data Gaps
    - 1. Parcel Integration Business Plan
    - 2. Partnering with others to make statewide data available
      - a. Lidar/Elevation with DNR and MnDOT
      - b. Aerial Imagery/Orthophotography with multiple partners
  - iii. Managing Recurring Data Programs
  - iv. Executing Enterprise Data Licenses
    - 1. 1st attempt was Metro Parcel license agreement to state agencies
    - 2. Working on statewide parcels now

- i. **Coordinate State Agency Data Custodial Functions**
  - i. **Identify Custodians**
  - ii. **Supporting Agency Data Custodians**
  - iii. **Maintaining Library Metadata Index**
  - iv. **Ensuring Data Custodial Services**
- j. **Coordination Data Partnerships**
  - i. **Increase Data Management Awareness**
  - ii. **Establish Local Data Sharing Agreements**
    - 1. **Statewide Aerial Imagery**
    - 2. **Working on Parcels**
  - iii. **Assist Local and County Data Custodians**
    - 1. **Some assistance provided in image services back to counties to help them build out their map viewers and websites**
  - iv. **Collect Data from Partners**
    - 1. **Minnesota Geospatial Data Clearing House**

### **3. Technology Coordination (in FY 12 2% Time spent here)**

- a. **GIS Project Reporting**
- b. **GIS Project Review**
- c. **Integration with Enterprise Systems**
- d. **Identify and Assist in Implementing Shared Service Centers**
- e. **Identify Enterprise Approaches for New Investments**
  - 1. **Statewide Aerial Imagery**

### **4. Data Services (in FY 12 5% Time spent here)**

- a. **Inventorizing Data**
  - i. **GeoGateway and clearinghouse**
- b. **Documenting Data**
  - i. **Metadata support**
- c. **Establishing Geospatial Data Library**
  - i. **MN Geospatial clearinghouse**
- d. **Communal Data Holdings**
  - i. **Enterprise Data – MN Geospatial Clearinghouse**
  - ii. **Licensed Data**
  - iii. **Aggregated Third-party Data**
- e. **Data Access**
  - i. **Data Synchronization**
  - ii. **Network-based Data Access**
  - iii. **Web Mapping Services**
    - 1. **Image Web Map Services**
  - iv. **Data Download**

- 1. MN Geospatial Clearing House
- v. Data Viewers
  - 1. North Star Mapper
  - Minnesota Mapper
- f. Data Security

## 5. Shared Web Services (in FY 12 3% Time spent here)

- a. Technical Architecture and Web Service Design
  - i. Map and Feature Services
    - 1. MN Base Map
    - 2. Aerial and Orthoimagery
  - ii. Geospatial Capability Services
    - 1. Geocoding
    - 2. Address Verification
    - 3. Mailing labels
    - 4. Routing and scheduling
    - 5. Reverse Geocoding
    - 6. Point-in-polygon
- b. Web Service Catalog and Broker Management
  - i. MN Geospatial Clearing House
- c. Coordinating Data Access
- d. Web Service Development
  - i. MnGeo Image Services, Structures, Elevation related layers
- e. Web Service Administration
- f. Managing Service Level Agreements

## 6. Training (in FY 12 0% Time spent here)

- a. Training Coordination
  - i. Training Plan
  - ii. Training
  - iii. Directory
  - iv. Pooling and Training Discounts
  - v. Track Training needs
  - vi. Application-specific Training Template
  - vii. Establishment of Alternate Delivery methods
- b. Provide Basic GIS Training

## 7. Technical Guidance (in FY 12 1% Time spent here)

- a. Resource Directory
- b. Mentoring Coordination
- c. Development of Best Practices Documents

- d. User Group Coordination
- e. Technical Support Hotline

**8. Consulting and Project Support (in FY 12 2% Time spent here)**

- a. Project Design
  - i. MnGeo Service Bureau does several projects each year
- b. Database Design
  - i. Field Notes, Structures
- c. Procurement
  - i. RFP
  - ii. Specifications
  - iii. Functional Requirements
  - iv. Contractor Selection
  - v. Identification and Evaluation of Commercial Solutions
- d. Geospatial Master Contracts
  - i. Master Services Contract for Geospatial Services
  - ii. Master Purchase Agreement for Geospatial Software
    - 1. Esri Master Purchase Agreement
  - iii. Enterprise License Agreements
    - 1. Esri Enterprise License Agreement for Executive Branch
- e. Project Management