



MnGeo Statewide Geospatial Advisory Council Meeting

December 2, 2015

Blazing Star Room, Ground Floor, Centennial Office Building

658 Cedar St., St. Paul, MN 55155

11:00 a.m. – 2:00 p.m.

Agenda

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| 1. Call to order, welcome and introductions (Kotz) | 11:00 | 15 min |
| Approval of September 23, 2015 meeting minutes | | |
| 2. Discussion & Action: Modification of Council Mission Statement (Kotz) | 11:15 | 10 min |
| 3. Discussion & Action: Committee Reporting Relationships (Kotz) | 11:25 | 20 min |
| 4. Discussion & Action: Changes to Committees and Workgroups (Kotz) | 11:45 | 20 min |
| 5. Break – Networking | 12:05 | 30 min |
| 6. Discussion: Identifying Potential New Committees and Workgroups (Kotz) | 12:35 | 15 min |
| 7. Discussion & Action: Rebranding as MN Geospatial Advisory Council (Kotz) | 12:50 | 5 min |
| 8. Legislative Update (Ross) | 12:55 | 10 min |
| a. Vegetation buffer mapping legislation/project | | |
| b. National geospatial legislation | | |
| 9. Updates on Major Initiatives (Ross and others) | 1:05 | 40 min |
| a. NSGIC membership and national efforts on addressing and other topics | | |
| b. NG9-1-1 | | |
| c. Parks and trails projects | | |
| d. MnGeo priority projects | | |
| e. State agency collaboration updates (Geurts/Slaats) | | |
| 10. Announcements or Other Business | 1:45 | 15 min |
| 11. Adjourn | 2:00 | |

2. Discussion & Action: Modification of Council Mission Statement

Old version of mission with previous suggestion

Mission: Advise, support and make recommendations to MnGeo and act as a coordinating body for the Minnesota geospatial community for improving services statewide through the coordinated, affordable, reliable, and effective use of geospatial technology.

New proposed mission with related proposed changes to Guiding Principles and Examples of Coordination

Mission: *Act as a coordinating body for the Minnesota geospatial community to improve services statewide.*

The council must represent a cross-section of organizations that include counties, cities, universities, business, nonprofit organizations, federal and state agencies, tribal government, and other stakeholder groups that benefit from geospatial technology.

Guiding Principles:

1. Promote effective investments in geospatial information.
2. Promote geospatial information as a shared public resource
3. Support the establishment and use of geospatial standards and best practices guidelines
4. Champion collaboration among geospatial practitioners and related stakeholders
5. Educate and inform policymakers related to about the value and use of geospatial technology
6. Provide a forum for ideas and issues to be shared and acted upon by the geospatial community
7. Encourage all council sectors to contribute to the state geospatial infrastructure
8. Encourage all council members to communicate outcomes with relevant stakeholders
9. Encourage geospatial education at all levels

Examples of Coordination:

- Advising, supporting and making recommendations to MnGeo
- Setting and Creating, endorsing and advocating for standards
- Defining policy requirements and driving policy decisions
- Representing the geospatial community
- Advocating for project priorities

3. Discussion & Action: Committee Reporting Relationships

By “Reporting Relationships”, we are not talking about submitting reports, so much as about who the committees and workgroups serve and what they must do to call themselves a committee or workgroup of the GAC.

Great information is available on the [Committees and Workgroups page](#). Some items relevant to this agenda topic:

- Committee Reporting Templates at bottom. Specific templates:
 - [Charter](#)
 - [Workplan](#)
- Distinction between committees and workgroups
 - Committees are formed to address on-going issues and continue as long as needed
 - Workgroups are formed to address specific issues and then they sunset

Proposal:

- **Review and update charter and workplan templates**
 - **Discuss, and if ready, approve the following items**
1. Who do the committees and workgroups serve? **The geospatial community as represented by the GAC**
 2. From whom do committees and workgroups get their mission and purpose? Or who must approve them? **The mission and purpose could be generated by the GAC or it could come from a grass roots effort and be approved by the GAC.**
 3. What must committees and workgroups do to be able to call themselves a committee or workgroup of the MN Geospatial Advisory Council? Examples:
 - a. **Submit a charter to the GAC for approval with a clear statement of mission and how it supports the MN geospatial community and/or the effective use of geospatial technology in MN**
 - b. **Submit an annual/semi-annual work plan to the GAC for approval**
 - c. **Periodically update the GAC on status**
 - d. **Accept revisions to their work plan and charter if directed by and approved by the GAC**
 4. Who decides if a committee or workgroup should cease to be a committee or workgroup of the MN Geospatial Advisory Council? **The GAC makes this decision. Typically this would be done based on a recommendation of the Committee or workgroup.**
 5. Who decides if a new MN GAC committee or workgroup should exist? **The GAC decides this, but it may be initiated by a self-forming group.**

4. Discussion & Action: Changes to Committees and Workgroups

Proposed Action:

1. **Ask the Outreach Committee to convene. Ask them to review and potentially revise their charter/mission, based on discussion at last GAC meeting and the new role of the GAC.**
2. **Sunset the Geocoding Workgroup based on the recommendation of the Chair**
3. **Sunset the Geospatial Commons Workgroup based on the recommendation of the Chair**

No other formal changes to committees and workgroups proposed at this time. Leadership group will check in with them to assess status

Committees

Parcels and Land Records (Bart Richardson, chair; George Meyer, vice-chair)

- This committee is active and close to resubmitting a data standard

Digital Elevation (Tim Loesch and Ron Wencil - stepped down years ago)

- Subgroup: LiDAR Research and Education (Sean Vaughn, MN.IT at DNR)
- Proposed new EleHydro committee – exploratory meeting Nov. 4

Emergency Preparedness (Steve Swazee)

Outreach (chair listed as Will Craig)

- **Committee has never met**
- Many needs for this type of group were voiced at last GAC meeting
- Will Craig is willing to continue on committee
- Andrew King-Scribbins asked to be involved

Hydrography (Susanne Maeder and Mark Olsen)

- Proposed new EleHydro committee – exploratory meeting Nov. 4

Standards (Mark Kotz stepping down)

- A new committee member (Geoff Maas) has expressed willingness to be the new chair. Others on the committee might be interested too. Kotz will remain involved to do knowledge transfer.

Workgroups

Geocoding (Mike Dolbow and Kent Treichel)

- Workgroup is no longer active.
- **Mike Dolbow recommends that this workgroup be officially ended.**

Geospatial Commons (chair listed as Mark Kotz)

- Workgroup has not been active for several years.
- **Mark recommends that this workgroup be officially ended.**

Metadata (Nancy Rader)

- Active

6. Discussion: Identify Potential New Committees and/or Workgroups.

Two new committees/workgroups have been suggested.

1. Free and open data policies and practices
 - a. Advocating for its value
 - b. Educating
 - c. Making policy recommendations or endorsements
2. Governance of the Geospatial Commons
 - a. Guiding the implementation/support team on policy or governance questions
 - b. Identifying potential enhancements or modifications that could help the broader geospatial community participate

Have a discussion about the two new ideas. What do GAC members think? Would you like to see these groups exist? Would this have a significant benefit to the Geospatial Community? If so

1. Ask if any GAC members are interested in participating in such a group if it is created.
2. Recruit leaders/chairs for groups (some people have already expressed interest)
3. Ask potential group members to develop a draft charter for the GAC to review and approve

7. Discussion & Action: Rebranding as MN Geospatial Advisory Council

Proposed Action:

- **Call ourselves the Minnesota Geospatial Advisory Council**

We will essentially be the SWGAC doing business as the MN GAC

Background:

- The legislation that created our council names it as the Statewide Geospatial Advisory Council.
- This name was created in part to distinguish us from another advisory council (now defunct) that included only state agency members.
- So “Statewide” was intended to mean it included membership beyond state agencies.
- However, does “statewide” convey geography more than organizational inclusion?
- Is “Minnesota Geospatial Advisory Council” a clearer name for our purpose?