



MN.IT-Hosted Advisory Committees

08.14.2013

Advisory Committee for Technology Standards for Accessibility and Usability

MS 16E.0475

- This advisory committee sunsetted on June 30th, 2013 and is no longer required in statute. Similar functions are now performed by an internal MN.IT governance committee, which is not mandated by statute.

Geospatial Information Advisory Council

MS 16E.30 Subd. 8

Mission: The MnGeo Statewide Advisory council advises the Minnesota Geospatial Information Office (MnGeo) about issues, policies, priorities, and investments needed to improve services statewide through the coordinated, affordable, reliable, and effective use of geospatial technology. 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.

Members/Compensation: Members of Statewide Geospatial Advisory Council - Council members are appointed for two year terms through the State's open appointments process. On June 30th the current term of the Council ended. Members are currently being sought for the next Council term. Appointing Authority is the State Chief Information Officer and no compensation is provided.

FY 12-13 Member list:

Click on a member's name to see their contact info, a short bio and a photo.

| Name | Affiliation | Sector |
|--------------------------------|--|------------------|
| Brad Anderson | City of Moorhead | City, non-metro |
| James Bunning | Scott County | At-large |
| Will Craig | University of Minnesota | At-large |
| Craig Erickson | Minnesota National Guard | State Government |

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|---|--|-----------------------|
| Mark Kotz (replacing Rick Gelbmann) | Metropolitan Council | Metropolitan Council |
| Marcus Grubbs | Headwaters Regional Development Commission | Regional, non-metro |
| Jon Gustafson | U.S. Army Corps of Engineers | Federal, other |
| Blaine Hackett | Flat Rock Geographics | Business |
| Doug Hansen | Crow Wing County | County, non-metro |
| John Mackiewicz (<i>vice-chair</i>) | WSB & Associates | Business |
| Robert McMaster | University of Minnesota | Education, U of M |
| Stephen Misterek | City of Minneapolis | City, metro |
| Tim Ogg | Board of Water and Soil Resources | State Government |
| Mark Olsen | Minnesota Pollution Control Agency | State Government |
| Victoria Reinhardt (<i>chair</i>) | Ramsey County | County, metro |
| Ben Richason | St. Cloud State University | Education, MnSCU |
| Kirk Schneidawind | Minnesota School Boards Association | Education, K-12 |
| Terry Schneider | MetroGIS Policy Board | Regional, MetroGIS |
| Dawn Sherk | White Earth Nation | Tribal Government |
| Gerry Sierven | Minnesota Power | MN GIS/LIS Consortium |
| Stephen Swazee | SharedGeo | At-large |
| Michelle Trager | Rice County | At-large |
| Sally Wakefield | SharedGeo | Non-profit |

Budget: Beyond a .25 FTE for support of this council there is no budget assigned.

Meeting Dates: Meetings are held 4 times a year and are open to the public.

Recent Meetings:

- May 29, 2013
- February 20, 2013 (meeting cancelled) but Updates were provided in lieu of a meeting
- November 28, 2012
- September 5, 2012

Future meetings:

- The next council meetings will be Wednesday, August 28 and December 4, 2013 1:00-4:00 p.m.

Reports/Recommendations:

As stated above, this Council serves mainly as an advisory body to assist in guiding MnGeo regarding geospatial priorities and activities in the state. While no formal reports were created by this body they provided input, guidance and recommendations for the following:

MnGeo's future direction

Council members were asked for extensive advice and input regarding aligning MnGeo's priorities be to better meet the needs of Minnesota's geospatial community.

Council input, guidance and recommendations:

1) Coordination, Outreach, Communication

- a) Consider leveraging the Minnesota Geospatial Commons as a centerpiece for geospatial coordination, outreach, and communication.
- b) Promote the use of GIS to enhance the state's economy, industry and job growth (go beyond the state's current emphasis on better delivery of state services). For example, work more closely with Greater MSP (Minneapolis Saint Paul Regional Economic Development Partnership).
- c) Work with agencies, organizations and as necessary with the legislature to define authoritative data sources and stewards for geospatial data. Currently, many important data layers do not have designated steward responsible for their maintenance. We rely on good will to support defacto stewards for some layers; as budgets tighten, it's more difficult for organizations to justify this work.
 - i) Example; DNR is currently the steward for LiDAR data. The data is a priority data set and will be broadly used. While money was provided for acquisition of the data there is no ongoing funding defined for data maintenance, enhancement, and ongoing storage and access.
 - ii) Clearly define what being a "data steward" means. Identify roles and responsibilities, including funding.
 - iii) Data is particularly needed about where people work and live; this includes parcel data.
- d) MnGeo should serve as an advocate for GIS at the legislature.

2) Data Coordination

- The initial focus should be on the eight foundational data layers in the Minnesota Spatial Data Infrastructure (cadastral, elevation, geodetic control, hydrography, imagery, jurisdictional boundaries, soils, and transportation).
 - This will require a service level agreement (SLA) approach for partners
- Work with partners to come up with common data sharing agreements that can be leveraged by multiple levels of government and other partnering organizations

- Lead the development of common standards to ensure that data is served in ways that are open, therefore enabling use in different business and GIS systems.
- Ensure the availability of metadata, ETL (export-transform-load) processes, and web map services for the priority data layers.

3) Technical Coordination

- Focus resources on the issue of interoperability of GIS and CAD software
 - Include how to incorporate interoperability standards in contracts
 - Provide leadership in working with the private sector to create and meet interoperability standards.
- Provide leadership to coordinate/collaborate with partners to enable geospatial technology in a mobile environment.
 - Consider the need for standards in geospatial technology as it relates to mobile
- Work with Esri and other geospatial technology providers to extend their technology in a more cost effective way to the broader community. Facilitate access to the technology where possible.
 - The Enterprise License Agreement (ELA) effort helps with software access.
 - Continue providing the Esri Master purchase agreement to partners

4) Data Services

- Provide a single storefront (the Minnesota Geospatial Commons) which can be supported by a federated system of services.
 - Focus on making priority data layers available first

5) Web Services

- Provide access via services to the states new elevation data. Continue support for the GeoService Finder and work with organizations to enable access to services that are not currently publicized following a service standard
- Continue support for the GeoService Finder and work with organizations to enable access to services that are not currently publicized following a service standard
- Ensure services are documented, maintained and trusted
- Consider having MnGeo serve as host services for organizations that can't create them

6) Training

- It is not a high priority for MnGeo to conduct training. That is generally handled by the academic and private sectors. "Educating" may be a more appropriate word than "training" to describe MnGeo's role.
- Provide links to information on standard basic GIS questions, such as how an organization can get started and what software is available.

7) Guidance

- Create an environment with authoritative data so that answers to questions are trusted.
- Compile a list of Minnesota case studies to show monetary benefit of GIS.

Input, Guidance and Recommendations on Geospatial Priorities

Given MnGeo's limited resources, top priorities for staff to focus on (note that all projects will be done with partners) needed to be defined and discussed. Members were asked to rank order the following 7 possible priorities. The list identifies the Councils recommendations as well as those from state agencies and the broader stakeholder community.

1. LiDAR/Elevation Data Delivery (already underway)
2. Minnesota Geospatial Commons
3. Sustainable Program for Orthophotos
4. Statewide Parcel Integration
5. Street Centerlines (already underway)
6. Statewide Addresses (many tied to Centerlines)
7. Statewide Hydrography

Each priority effort should be guided by a steering committee.

Input, Guidance and Recommendations on Committees and Workgroups

MnGeo currently has 6 committees, 1 subcommittee and 3 workgroups.

- Committees: Digital Cadastral Data; Digital Elevation (with LiDAR Research and Education Subcommittee); Emergency Preparedness; Hydrography; Outreach; Standards.
- Workgroups: Geocoding; Geospatial Commons; Metadata.

Members of the Advisory Council were asked for input regarding how Committee and workgroups can be more effective in serving the broad geospatial community.

Member comments:

- Each Committee or work group should have a clear written definition of roles, responsibilities and relationships.
- Clarify how committees are related to the CGIO and MnGeo and to the advisory councils.
- Define what MnGeo will do to support these groups and what it cannot.
- Provide more guidance to direct work plans.
- Clarify reporting structure and process
- Provide committees more of a say in setting council agendas
- Distribute preliminary agendas and materials 1-2 weeks in advance; draft and distribute meeting minutes soon after each meeting.
- Groups should not form on their own; rather they should be driven by a need defined by the stakeholder community or the Advisory Council.

Website:

<http://www.mngeo.state.mn.us/councils/statewide/index.html>

Technology Advisory Committee

MS 16E.036

Mission: The mission of the advisory committee is to advise the chief information officer on issues surrounding consolidation and operations of enterprise information technology management, including:

- (1) development and implementation of the state information technology strategic plan;
- (2) critical information technology initiatives for the state;
- (3) standards for state information architecture;
- (4) identification of business and technical needs of state agencies;
- (5) strategic information technology portfolio management, project prioritization, and investment decisions;
- (6) the office's performance measures and fees for service agreements with executive branch agencies;
- (7) management of the state enterprise technology revolving fund; and
- (8) the efficient and effective operation of the office.

Members/Compensation:

- Lynn Anderson, Deputy Commissioner, Minnesota Management and Budget
- Ramona Dohman, Commissioner, Department of Public Safety
- Laurie Martinson, Operations Services Director, Department of Natural Resources
- Chuck Johnson, Chief Financial Officer, Department of Human Services.
- Spencer Cronk, Commissioner, Department of Administration
- Gary Shelton, Scott County
- Richard Kolodziejski, Minnesota Association of Professional Employees
- Rick King, Thomson Reuters
- Vacant Position

No compensation is provided for service on the committee.

Budget: There is no budget assigned to the committee.

Meeting Dates: Recent meetings: 3/1/2013, 11/06/2012, 8/15/2012. Next meeting: Late September

Reports/Recommendations: The committee provides advice and guidance to the State CIO on an ongoing basis related to the implementation of IT consolidation and operations of the State's consolidated information technology agency, MN.IT Services. The committee is not mandated to produce, nor has it produced, any formal recommendations or reports.

Website: <http://mn.gov/oet/governance/igov/tac.jsp#>

E-Government Advisory Council

MS 16E.071

Mission: The E-Government Advisory Council is established for the purpose of improving online government information services to citizens and businesses.

Members/Compensation:

No members have thus far been appointed to the council as it was created by legislation passed during the 2013 Legislative Session. Vacancies have been posted through Secretary of State Open Appointments and will be made in September 2013.

No compensation is provided for service on the Council.

Budget: There is no budget assigned to the Council.

Meeting Dates: The Council has yet to meet. First meeting will likely be October of 2013.

Reports/Recommendations: The council has produced no reports. The Council's first mandated report is due June 1, 2014.

Website: No website at this time.