



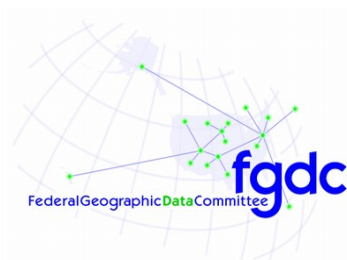
**Federal Geographic Data Committee
Coordination Group Meeting
Tuesday, July 7, 2009
9:00 a.m. – 1:00 p.m. EST**

AGENDA

9:00 – 9:05	Welcome and Introductions	<i>Ivan DeLoatch, FGDC</i>
9:05 – 9:20	Previous Meeting Action Item Review	<i>Pat Phillips, FGDC</i>
9:20 – 9:35	FGDC Business Update 2010 CAP Category Submissions SmartBuy Update and Factsheet IFTN Champions/Chairs Meeting Update Annual Report Update Coordination Group Operations Geo LoB Work Plan Vote Summary	<i>Ken Shaffer, FGDC</i>
9:35 – 9:50	FGDC Secretariat Report	<i>Ken Shaffer, FGDC</i>
9:50 – 10:05	FGDC/Geo LoB Workgroups/Subcommittees Dashboards Review of Geo LoB Reporting Dashboard Objective: Consensus on Dashboard so usage can begin	<i>Lew Sanford, FGDC</i>
10:05 – 12:30	Topic's of Interest 1) Coordination Group Charter Update - Discussion Objective: Vote on acceptance of CG charter in order to send to SC for action BREAK 2) Review of revised FGDC Working Groups/ Subcommittee structure and membership Objective: Confirm the FGDC structure changes discussed in the 6/2-3 offsite and determine next steps	<i>John Mahoney, FGDC</i>
12:30 – 12:45	FortiusOne CAP	<i>Andrew Turner FortiusOne</i>
12:45 – 1:00	Summary of Action Items / Next Meeting Agenda	<i>Pat Phillips, FGDC</i>
1:00	Adjourn	

CG Meeting Planning

Coordination Group Meetings (topics listed by priority)
<p>August 4, 2009, Tuesday, NCPC Washington, D.C., 9:00EST</p> <ol style="list-style-type: none"> 1. Geospatial Lifecycle Working Group Theme discussion: Wendy Blake- Coleman, EPA Objective: update members on progress of the WG and consensus on a way forward. 2. Review/discuss and follow-up on the revision of the Standards WG Charter and all other Charters (Action 20090603-15) Julie Maitra- Binder, Doug Nebert, John Mahoney, FGDC 3. [placeholder] recap of July 23, 2009 hearing with the House Resources Committee: Ivan DeLoatch, FGDC 4. Follow up on the July 7 CG discussion of the Geo Lob Reporting Dashboard: Lew Sanford, FGDC 5. Update on the Parcel Data Workshop – Don Buhler, BLM
<p>September 1, 2009, Tuesday, NCPC Washington, D.C.</p>
<p>October 6, 2009, Tuesday, NCPC Washington, D.C. This date will change.</p>
<p>November 3, 2009, Tuesday, NCPC Washington, D.C.</p>
<p>December 1, 2009, Tuesday, NCPC Washington, D.C.</p>
Pending Topics (date topic was identified)
<ul style="list-style-type: none"> • Defining the NSDI (20090602-02) • Standing up a Transportation Subcommittee (20090602-03) • Define/recommend how programs, like <i>The National Map</i> and the National Atlas, are identified, included, tracked, and involved in the CG efforts. (20090602-05) • One or two SC and WG to present status at each CG meeting (from July 7 meeting) • Harvesting issue with GOS metadata and geodata.gov. 20090707-02



Federal Geographic Data Committee Coordination Group Meeting July 7, 2009

ACTION ITEMS

Complete		
Lead:	FGDC Secretariat	Action #: 20090707-01
Action:	On July 6, Secretary of the Interior Ken Salazar announced a call for nominations for appointment to the National Geospatial Advisory Committee (NGAC). The CG members requested a summary of the terms of the current NGAC members.	
Contact:	FGDC, John Mahoney, jmahoney@fgdc.gov	
Resolution/Response:	E-mail was sent July, 8, 2009.	
Complete		
Lead:	FGDC Secretariat and CG members	Action #: 20090707-02
Action:	A problem with harvesting metadata has been identified with the Geospatial One-Stop and geodata.gov, relating to multiple hits for a single record. There is a need for a follow-up discussion regarding this. Doug Nebert is working with ESRI to come up with a hybrid search capability.	
Contact:	FGDC, Pat Phillips, paphillips@fgdc.gov	
Resolution/Response:	Added to the list of pending topics on 7/9/09.	
Outstanding		
Lead:	FGDC Secretariat and CG members	Action #: 20090707-03
Action:	Incorporate comments from this meeting into the Coordination Group Charter and send the revised Charter out for vote to the CG before the August 4, CG meeting. The vote may be an electronic vote with comment.	
Contact:	FGDC, John Mahoney, jmahoney@fgdc.gov and Pat Phillips, paphillips@fgdc.gov	
Resolution/Response:		
Complete		
Lead:	FGDC Secretariat and CG Members	Action #: 20090707 -04
Action:	<p>The following suggestions are for the revision of the FGDC Subcommittee and Working Group diagram.</p> <ul style="list-style-type: none"> ● Add the Transportation SC to the diagram in a different color in order to differentiate that this SC has not yet been stood up. ● Replace the “Historical” WG name with “Users/Historical Data” WG ● Replace “Technology Architecture” name with “Technology and Architecture” ● Change the color of the NGAC to differentiate it from Federal Committees ● Add a version control number to the diagram ● Add the Geo LoB Work Groups to the diagram 	
Contact:	FGDC, Milo Robinson, mrobinson@fgdc.gov	
Resolution/Response:	Diagram was set by e-mail July 8 to the CG for review and comment.	

Outstanding		
Lead:	FGDC Secretariat	Action #: 20090603-11
Action:	Merge the Geospatial Enterprise Architecture and Clearinghouse Working Groups into one Working Group named the “Technology and Architecture.” 1) This merger to be included in the new Coordination Group Charter. 2) Ensure the new structure is reflected in the new structure graphic. Target date is early July.	
Contact:	FGDC, Doug Nebert, dnebert@fgdc.gov	
Resolution/Response:		
Outstanding		
Lead:	CG Working Group	Action #: 20090603-13
Action:	Create an exploratory group/forum to make recommendations on adding a “Data Users Group” as a working group of the CG (focusing on Dept./agencies who use but do not create or manage geospatial data).	
Contact:	Milo Robinson, mrobinson@fgdc.gov	
Resolution/Response:	Additional discussion on this topic took place at the 7/7/09 CG meeting with Colleen Cahill, LoC and Brett Abrams, NARA. Need update at 8/4/09 CG meeting.	
Outstanding		
Lead:	CG Working Group	Action #: 20090603-20
Action:	Rename the FGDC Historical Data Working Group to reflect a broader set of temporal data management issues and analyze the membership to ensure appropriate participation (ex: IFTN archiving WG).	
Contact:	LoC, Colleen Cahill ccaah@loc.gov and NARA, Brett Abrams, brett.abrams@nara.gov . Need update at 8/4/09 CG meeting.	
Resolution/Response:		
Outstanding		
Lead:	CG Working Group	Action #: 20090603-14
Action:	Realign the Marine Boundary Working Group under the Marine Boundary Subcommittee in the FGDC structure graphic. Once approved, the Subcommittee lead can work with the WG lead to combine the membership.	
Contact:	Milo Robinson, mrobinson@fgdc.gov	
Resolution/Response:	The graphic reflects this new structure. Membership has not been combined.	
Outstanding		
Lead:	FGDC Secretariat	Action #: 20090603-16
Action:	The Geo LoB dashboard approach will be developed as a mechanism for reporting out to the Coordination Group. This same reporting approach may be adapted to use as a reporting mechanism for the Subcommittees and Working Groups. The Geo LoB dashboard will be presented at the July Coordination Group meeting for review and comment.	
Contact:	FGDC, Roxanne Lamb, rlamb@fgdc.gov , Lew Sanford, lsanford@fgdc.gov	
Resolution/Response:	This was a topic of discussion at the 7/7/09 CG meeting. A follow-up is needed at the 8/4/09 CG meeting.	
Outstanding		
Lead:	FGDC Secretariat	Action #: 20090603-19

Action:	The Executive and Coordination Group members came to consensus to schedule joint meetings as necessary. It was suggested to focus the next meeting on the National Geospatial Policy. Work with the ExCom leadership to identify a recommended schedule for the meetings.	
Contact:	FGDC, Pat Phillips, paphillips@fgdc.gov	
Resolution/ Response:		
Outstanding		
Lead:	CG Members	Action #: 20090603-21
Action:	The Executive Committee recommended establishing Liaisons between the ExCom and the CoordGroup. They would attend each other's meetings to relay issues and priorities to improve communications. Confirm this approach and elect the CG liaison.	
Contact:	FGDC, Pat Phillips, paphillips@fgdc.gov	
Resolution/ Response:		

ID (yyyymmdd-#)	Decision/Description Decisions provide a position/foundation on which actions are taken.



Federal Geographic Data Committee Coordination Group Meeting July 7, 2009 Meeting Minutes

Welcome and Introductions: Ivan DeLoatch, FGDC

This is the first Coordination Group meeting since the June offsite. From your comments at the offsite, changes have been made to the monthly meeting format and agenda. Read-ahead materials are now posted to the my.usgs.gov shared space two weeks in advance of the meeting for you to review. Hopefully, this will prove to be a more productive business practice.

Recently, Ivan met with Vivek Kundra, OMB as a follow-up from the June National Geospatial Advisory Committee meeting. Vivek is aware of the value of geospatial technologies and they discussed what actions to pursue next. There are plans to hold a two day policy forum on new approaches for geospatial coordination and efficiency with partners and stakeholders during the October timeframe. OMB and some of the other government agencies are still wrestling to get senior officials in place.

Action Items: Pat Phillips, FGDC

Many of the 22 action items from the June 2-3 meeting were complete and have been closed out. Pat summarized the incomplete action items.

FGDC Business Update: Ken Shaffer, FGDC [[presentation](#)]

Ken summarized the topics of FGDC Business Update. The materials will not be presented in full at these meetings; it is the responsibility of attendees to review the materials prior to the meeting, as per previous CG member agreement.

Topics:

- ◆ 2010 CAP Category Submissions
- ◆ SmartBuy Update and Factsheet
- ◆ IFTN Champions/Chairs Meeting Update
- ◆ Annual Report Update
- ◆ Coordination Group Operations
- ◆ Geo Lob Work Plan Vote Summary
- ◆ National Wetlands Standard Vote Summary
- ◆ Dashboard Reporting - discussion
- ◆ CG Charter Update - discussion
- ◆ Working Groups/Subcommittee Structure - discussion
- ◆ FortiusOne CAP - presentation

IFTN update: A joint Executive / IFTN Chairs meeting was held on June 24, 2009. A draft Record of Decision (ROD) was presented to the ExCom members. Once the ROD receives signoff, it will be distributed to the Coordination Group for review before going through endorsement vote by the FGDC Steering Committee.

- The Coordination Group Operational Guidelines document was supplied as a read ahead on my.usgs.gov. This document defines operation guidelines for the CG as decided upon by members. Content is to be approved by the CG members. This is a living document and updates can occur whenever the CG approves the changes.
- The FGDC Charter Work Group is developing a draft template to be used for updating the FGDC Subcommittee and Work Group Charters.
- The SmartBuy TEB decisions are expected in August.

Q. When will the next version of Cooperative Agreement Program (CAP) come out so that categories can be discussed

A. The FGDC is making sure the CAP categories meet the criteria. Discussions on proposed categories are occurring now with the submitters.

FGDC Secretariat Report: Ken Shaffer, FGDC [[presentation](#)]

- Decision summaries will be included in the CG meeting records from now on.
- The North American Profile of the Metadata Standard has been published by ISO.
- A call for nominations of members for the National Geospatial Advisory Committee has been released.

ACTION 20090707-01: On July 6, Secretary of the Interior Ken Salazar announced a call for nominations for appointment to the National Geospatial Advisory Committee (NGAC). The CG members requested a summary of the terms of the current NGAC members.

Ivan DeLoatch gave a keynote address at the GSDI 11 in Rotterdam, Netherlands on June 15. Folks can connect to the GSDI website <http://www.gsdi.org/> for more information. Most other

countries have an available public cadastral infrastructure.

ACTION 20090707-02: A problem with harvesting metadata has been identified with the Geospatial One-Stop and geodata.gov. There is a need for a follow-up discussion regarding this. Doug Nebert is working with ESRI to come up with a hybrid search approach to address this issue.

FGDC/ Geo LoB Workgroups/Subcommittees Dashboard: Lew Sanford, FGDC

Lew summarized the Geo LoB reporting dashboard with the objective that consensus would begin usage of this product. The concept of a dashboard is to look across efforts for trends that need more detailed attention. Individual items will be in the detailed report which will stand behind the dashboard. Lew envisions this as a quarterly document to be kept on the my.USGS.gov site and not the FGDC website since budget numbers are involved. A final draft version will be circulated throughout the CG.

Comments on the reporting Dashboard:

- Yellow is too light and cannot be read
- Align the colors and WG slices on the pie charts
- Revise the milestones, some are now outdated
- Eliminate the WG participation graph
- Link the WG participants by agency so that SAOGI's will have a sense of which agencies are contributing

Q. When will the responsibilities of the Program Management Office be known?

A. The PMO is a small piece of the GeoLoB; they are a support function that ensures coordinated efforts across and between efforts.

Coordination Group Charter Update John Mahoney, FGDC [[draft Charter](#)]

This is a follow-up discussion from the June CG offsite of the Coordination Group Charter.

One issue for discussion today is the impact of expanded membership on quorum requirements and decision making. What constitutes making a decision and what is a quorum? The CG is in favor of broader membership, however, it is not clear who the multiple members should be. Also, there seems to be competing issues here, not enough participation from agencies, but not including everyone in the membership.

Comment: It is all about mission responsibility; those with this responsibility should be at the table, but we don't see that. There is no accountability with A-16. People should be recognized if they are working on these efforts. In the past, OMB did enforce a process that a SAOGI had to be at the Assistant Secretary level and involved in the FGDC. That has now slipped but it is expected that this will be started again.

Comment: There should be a provision in the Charter that a CG member can stay on even if a SAOGI has moved on.

Comment: Nowhere in the Charter does it state the establishment or the breakdown of Subcommittees or Work groups. Add the definition from the website into the charter.

Comment: the Subcommittee and Workgroup Chairs need to attend these meetings and one or two should present a monthly update.

20090707-03: Incorporate comments from this meeting into the Coordination Group Charter and send the revised Charter out for vote to the CG before the August 4, CG meeting. The vote may be an electronic vote with comment.

Review of revised FGDC Working Groups and Subcommittee Structure: Milo Robinson, FGDC [[draft WG and SC diagram](#)]

This is a follow-up discussion from the June CG offsite on the WG and SC structure changes.

Action 20090707-04: The following suggestions are for the revision of the FGDC Subcommittee and Working Group diagram.

- Add the Transportation SC to the diagram in a different color in order to differentiate that this SC has not yet been stood up.
- Replace the “Historical” WG name with “Users/Historical Data” WG
- Replace “Technology Architecture” name with “Technology **and** Architecture”
- Change the color of the NGAC to differentiate it from Federal Committees
- Add a version control number to the diagram
- Add the Geo LoB

There was discussion on a Users Services Work Group. There is a need for the user’s viewpoint vs. the creator viewpoint. It was learned that we missed what are the actually user needs. The Users Services WG does not need to be a permanent group but rather based on the need for user requirements for a given imitative/effort.

Fortious One CAP: Andrew Turner [[presentation](#)]

Doug Nebert introduced Andrew and provided background material [[background](#)]

Next meeting agenda Items: Ken Shaffer, FGDC

Ken led this discussion. See the CG Meeting Planning table on page 2 for details.

Adjourn 1:00 pm.