

03HQAG0162
2003 CAP: Category 1 - Metadata Implementation
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Final CAP Report

County of Napa
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Project results:

There are 5 people within the county who are able to create metadata and an additional 2 who can maintain it. The system was built in a way that every new entry into SDE immediately is reflected on the County GIS website as digital data layers, with a link to the metadata. If the data is available to download, then the user registers and proceeds to download a shapefile with the xml metadata file included. If edits are conducted, a new shapefile and xml file is exported for download off the GIS website.

190 Metadata files resulted from this project

Clearinghouse service: <http://www.geodata.gov>

Metadata trained staff:

Yes, metadata documentation has been implemented for all data editors and data creators within the County of Napa. Now that metadata exists for all layers in SDE, only process steps or additional information needs to be entered. When a new layer is created or imported from another system, metadata is completed as part of the import/creation by the staff that created it or their source for the data.

2 individuals proficient in metadata

Project narrative:

At the completion of the project, 190 metadata files were created for all layers in SDE at the County of Napa. Metadata files of layers that are downloadable to the public were posted to geodata.gov via the harvester. The strengths of the program consisted of obtaining training on the standards, and how to post. It was very helpful to have staff available also to help with specific problems that arose due to posting files. Weaknesses came on the payment portion of

the grant. Questions were not answered in a timely manner; it was very difficult to get in touch with people at DPM, especially when initially setting up the account. Next step is to update metadata files as needed.

Feedback on CAP program:

The program strengths include producing tools that make metadata creation easier and tools for posting files to a clearinghouse and having data harvested.

The program weaknesses include difficulty in obtaining training in a timely manner. Without training, it is difficult for new users to know how to go about creating metadata which meets the standard. A project cannot begin without training first.

The program made a difference once the tools became usable, for example the harvester and the information on geodata.gov which provided information on ways to publish data that were very helpful. Also, a quick response to publishing problems was helpful, so that problems could be fixed quickly and painlessly.

The assistance we received was sufficient. The trainer, George Lienkemper was very helpful, knowledgeable and energetic when it came to teaching the details of quality metadata creation.

I would recommend keeping a calendar of trainings, of all origins of trainings online. When we were looking for training, we had to finally arrange for training in our region because there were no other opportunities for those of us who were awarded the grant, without leaving the state.