

**NSDI Cooperative Agreements Program
Metadata Training & Outreach Project
Final Report**

Grant Award # 05HOPA0007
Final Report

List: Category 1: Metadata Training & Outreach Program

Organization: Westchester County, New York, <http://giswww.westchestergov.com>

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Project Narrative

Westchester County has been recognized as a leader in developing and advocating GIS technology throughout government in southeastern New York State. Central to this effort has been the county's proactive outreach in establishing GIS capacity in local governments (villages, towns, and cities). Our mission to provide GIS services training and education to our local governments is consistent with 2005 CAP Category 1: Metadata training and outreach assistance. Our first goal is to develop web mapping services for the *Village of Hastings-on-Hudson*, *Town/Village of Mamaroneck* and *City of Mt. Vernon* utilizing county existing hardware and software environment, and making it available through the Geospatial One Stop (GOS) gateway, thus enhancing government efficiency and improving citizen services. The GOS gateway makes it easier, faster and less expensive for all levels of government and the public to access geospatial information. Local governments have realized the cost savings by collaborating with the county in establishing internet mapping programs rather than building their own program using their limited resources. Our second goal is to promote metadata training and education as it becomes a standard operating practice throughout the county. Many of our local governments are beginning to develop their own GIS programs using ArcGIS and know very little about data development and how to protect their investment. By providing metadata training users will have a better knowledge of the importance of data sharing and the preservation of data over time. This would also allow them to provide and have broader access to various datasets critical towards building the National Spatial Data Infrastructure.

Metadata training and outreach assistance

Organizations and departments represented at the metadata training sections (see Figure 1):

- Town of Bedford
 - Police Department

- Town of Mamaroneck
 - Engineering/Building Department
 - Conservation Department (GIS)
- Town of North Castle
 - Assessor's Office
- City of Peekskill
 - Engineering Department/Public Works
- City of Mt. Vernon
 - Clerk's Office
 - Management Services
 - Law Department
 - Government Information Systems
 - Police Department
 - Water Department
- City of New Rochelle
 - Information Technology
- City of Yonkers
 - Information Technology
- Village of Croton-on-Hudson
 - Engineering Department
- Village of Hastings-on-Hudson
 - Planning Department
 - Information Technology/ Media
- Village of Irvington
 - Village Clerk/Treasurer
- Village of Mamaroneck
 - Assistant Village Manager
- Village of Ossining
 - Planning/Building Department
- Village of Pleasantville
 - Public Works
- Westchester County
 - Geographic Information Systems staff
- Private Consulting Engineer

Workshops lasted approximately 3hrs on average. Some venues provided trainees access to a PC and the opportunity to conduct metadata searches from different clearinghouses. Most participants were users of the data, but there were several managers and data producers.

Figure 1



Status of Metadata Service

- Metadata for Westchester County is being served through the Geospatial One-Stop at <http://gos2.geodata.gov/wps/portal/gos>, and Westchester County GIS website at <http://giswww.westchestergov.com>. Local governments are encouraged to do the same.

Next Steps

Westchester County GIS has recognized the need for metadata training and education throughout municipalities in the county. GIS technology is still fairly new to several of our municipalities. Therefore, we anticipate the demand for GIS and metadata training will continue to increase and for that reason Westchester County will:

- Continue to provide metadata creation assistance and training support to local governments
- Continue to promote metadata education throughout the county
- Continue to provide activities at GIS presentations on metadata training, creation and posting to the Geospatial One-Stop

Feedback on Cooperative Agreements Program

- What are the program strengths and weaknesses?
 - Program strengths include metadata training support; sharing of training materials; ongoing communication between the project manager and CAP Coordinator.
- Where does the program make a difference?
 - The program provided the resources that made it possible to provide training.
- Was the assistance you received sufficient or effective?
 - Yes. The assistance we received was effective.
- What would you recommend doing differently?
 - As mentioned in the interim report have FGDC provide a standard manual for trainers to make sure they cover all the basics and are also kept up to date with changes in regulations and standardization of metadata.
- Are there factors that are missing or need to consider that were missed?
 - As mentioned in the interim report, FGDC could make arrangements with ESRI to provide a one day license of ArcCatalog available for training.
- Are there program management concerns that need to be addressed? Time frame?
 - We needed to put a lot of time on the financial aspects of the grant (setting up accounts with DHHS, and submit forms that were unfamiliar) and it was a bit overwhelming. Time frame was fair, plus recipients are given the opportunity for an extension if needed.
- If you were to do this again, what would you do differently?
 - Make provisions to provide one-on-one metadata creation assistance.