

GDA Subcommittee Update



Chad Baker / Mark Meade
National Geospatial Advisory Committee Meeting
April 4, 2024

GDA Subcommittee

Membership:

- Chad Baker (Chair), Mark Meade (Vice Chair), Maggie Cawley, Gary Thompson, Leslie Jones, and Phil Thiel

Subcommittee Role:

- Work with FGDC OS staff & NGAC leadership to plan and coordinate NGAC's submission of comments as part of the GDA reporting process
- Identify areas of focus for NGAC review and assess the utility of the reports
- Collect/synthesize NGAC's comments on the GDA reports
- Document and communicate lessons learned and recommendations for improving the process for future reports
- Recommend improvements related to GDA implementation

FY 2023 GDA Annual Reports – Status

- FGDC agencies used common criteria, reporting templates, and processes – including agency self-assessments of performance – to complete the 2023 GDA annual reports
- All 2023 annual reports completed and posted on FGDC website
- FGDC submitted Summary of FY 2023 GDA Annual Reports to NGAC for review and comment on March 8, 2024
- NGAC GDA Reporting Subcommittee requested comments from NGAC members, compiled consolidated set of NGAC comments, and vetted comments and finalized NGAC Comments Response (April NGAC Meeting)

FGDC Responses to FY 2022 NGAC Comments – Summary

- FGDC discussed NGAC comments with GDA working group and NGDA Theme leads
- FGDC team reviewed NGAC comments as plans for FY 2023 GDA reports were developed
- FGDC team has documented responses to NGAC comments in spreadsheet distributed to NGAC GDA Subcommittee

FGDC Responses to NGAC Comments on FY2022 GDA Summary Report FINAL					
Report Section	Report area	Positives, Improvements, or Recommendations	Type of Change/Suggestion	NGAC Comment (Original)	FGDC Comment (Consolidated/Summarized)
	Executive 1 Summary	Areas Needing Improvement	Agency Responses	Overall results = Lead Covered Agencies 14% Meets Expectations.	Noted, LCAs are reporting against a different set of criteria than the CAs which accounts for the different level of "meets expectations" between LCA and CA reports.
	Changes to GDA Annual Reporting 2.4	Areas Needing Improvement	Dashboards	The reporting dashboards are very helpful. Recommendations for improvements include: 1) Have a pop-up load when a visitor comes to the page that explains how to interact with the dashboard. 2) Consider renaming the tabs to the subjects they refer to, rather than the US Code sections they pertain to ("2805(b)(3)(C)" is not very intuitive). "Standards", "Completeness", "Goals", etc. could be alternative titles for the tabs rather than the section numbers.	For FY2022 dashboards: 1) Added a sidebar with instructions but no pop-up due to security issues with pop-ups. Pop-ups are also not supported by Hub environment. 2) Renamed tabs for better public understanding.
	Changes to GDA Annual Reporting 2.4	Areas Needing Improvement	Dashboards	On the reporting dashboards, the purpose of the "Appendix A: Survey Picklists" tab is not clear at first read through. It appears to list all possible values that can be selected in the General Information tab "Meeting General Responsibilities" section. Consider adding text at the top of the Appendix A entry to explain it shows the possible options that can be chosen for meeting general responsibilities.	For FY2022 dashboards: Agreed, added explanatory text regarding the survey picklist options.
	Changes to GDA Annual Reporting 2.4	Areas Needing Improvement	Dashboards	On the reporting dashboards, the presentation could be improved. Currently, there are tabs for "LCA Reporting: Introduction", "LCA Reporting: Executive Summary", and "Appendix A: Survey Picklists" that never change, and then a series of tabs whose content does change depending on the selected theme.	For FY 2022 dashboards: Agreed, moved tabs with background information to the end.
	Changes to GDA Annual Reporting 2.4	Areas Needing Improvement	Dashboards	On the reporting dashboards, the "Key" entry shown in some of the tabs should be consolidated to the Appendix A tab to make the screens they are currently on cleaner.	For FY 2022 dashboards: Consolidated appropriate tabs and moved text to "Overview" for LCA dashboard only.

FY 2023 GDA ANNUAL REPORTS - DRAFT TIMELINE (Updated 11-9-2023)

2023 Covered Agency & Lead Covered Agency Annual Report Timeline			Timeline		
Deliverable	Activity	Actions	Timeframe	Start Date (Monday)	Due Date (Friday)
Update Templates and Surveys & Testing	Update FY2023 Templates and Surveys	GDA WG and Theme Leads need to review and modify FY2023 templates for any major revisions	9 weeks	24-Jul	22-Sep
		Update Survey 123; Conduct outreach to verify POCs; Refresh accounts for SAOGI and Agency POCs	14 weeks	31-Jul	3-Nov
	SC Approval of Draft FY2023 Templates	Approval of Word templates by Steering Committee (in parallel with survey development)	2 weeks	25-Sep	6-Oct
	Survey Testing & Training	Agencies obtain and/or test GeoPlatform ArcGIS Online (AGOL) account login and attend survey training	2 weeks	6-Nov	17-Nov
Finalize Agency Reports & Dashboards	Agencies Generate Final Draft Report Content using Survey123	Distribute Word Template with Survey123 questions and response options for agency use in survey preparation	7 weeks	10-Oct	24-Nov
		Survey Open Period: Agency POCs receive an email with unique survey URL to begin populating their survey	8 weeks	27-Nov	19-Jan
		CA POC drafts and finalizes <u>optional</u> two-page summary and LCA POC drafts and finalizes <u>required</u> one- to two-page summary for inclusion into final reports. Agencies approve report summaries and FINAL version is emailed to NGDATeam@fgdc.gov on or before Friday, January 12.	7 weeks	27-Nov	12-Jan
		Agencies populate and edit surveys, and request updated drafts as needed, through the survey close date. Draft reports have received agency approval and all survey and report content is final on Friday, January 19.	8 weeks	27-Nov	19-Jan
GDA Summary Reports	FGDC OS Generates Summary Report	FGDC OS generates the Annual Summary Report	3 weeks	12-Feb	1-Mar
	NGAC / FGDC Review and Comment Process	FGDC OS: Distribute Summary Report to SC & NGAC. End date: Comments due from NGAC	7 weeks	4-Mar	19-Apr
		FGDC and Agencies Respond to any requested NGAC Comments	3 weeks	22-Apr	10-May
	SC Approval of Draft FY2023 Summary Report	Approval of FY23 Summary Report by Steering Committee	2 weeks	13-May	24-May
	Publish Final Summary Reports	FGDC OS publishes final summary report on FGDC.gov	1 week	27-May	31-May



NGAC GDA Reporting Subcommittee – Timeline

DATE	ACTIVITY
Wed 3/6	GDA Reporting Subcommittee Meeting <ul style="list-style-type: none">- Planning for FY 2023 review cycle- FGDC provide an overview of the draft summary report- Discuss timeline and approach for NGAC review- Discuss instructions from the subcommittee on the review and comment process.
Fri 3/8	Draft GDA summary report distributed to NGAC by FGDC
Thurs 3/28	Comments from NGAC members due to Subcommittee
Wed 4/3	Subcommittee meets to review/synthesize NGAC comments Subcommittee finalizes draft set of comments to provide to the NGAC
April 2 - 4	NGAC Meeting – NGAC reviews/adopts comments on GDA Summary Report
April 12	Final Paper (including any changes from NGAC meeting) completed & posted on FGDC website

FY 2023 GDA Report - NGAC Comments

Focus areas for NGAC comments on 2023 GDA Report Summary:

1. Positive elements

- What was successful in the initial GDA report summary?

2. Areas needing improvement

- What areas need improvement?

3. Recommendations for future reports

- What can FGDC do to improve future versions of the GDA annual report summaries?

4. Other Comments

- NGAC members provided high-level comments, under the focus areas above, to the GDA Reporting Subcommittee

NGAC Review & Comment

Positive Elements

- **Overview**

- Appreciate approach and use of common reporting templates. Makes it easier to compare activities between agencies.

NGAC Review & Comment

Areas Needing Improvement

- **Executive Summary**

- Use the opportunity to tell the story of improvement over time, market the success and benefits of the improvements. Consider highlighting one or two key examples of moving from Made Progress to Meets Expectations that were especially impactful.

- **Summary of Results – Covered Agency Annual Reports**

- See missed opportunity to talk about key changes from year to year, why that was the case, and the impacts of the changes.

- **Summary of Results – Lead Covered Agency Annual NGDA Data Theme Reports**

- See same missed opportunity as in the Covered Agency report outs. Could highlight successes, make a case for additional resources, and so forth.

NGAC Review & Comment

Areas Needing Improvement

- **Key Observations**

- In mention of the 2022 audit findings, could discuss anticipated impacts in preparation of actions if impacts are realized (e.g., mitigation strategies or remedies) and does this have the potential to become a future challenge topic.

NGAC Review & Comment

Recommendations for Future Reports

- **Executive Summary**
 - The summary report should be written with the understanding of who the primary recipient will be and the intent of what we want them to take away. The report should be evaluated based on the value it provides and enhanced to be more informative, as appropriate.
 - The summary describes the reporting process. These are details that should come later. The summary should begin with statements about where the U.S. is in relation to its National Geospatial readiness, outcomes, and challenges. Brief explanations with an example or two of what led to increases and decreases from past reports should be specified in the summary to draw interest in the report.

NGAC Review & Comment

Recommendations for Future Reports

- **Overview**

- In the section "Common Reporting Process" reference was made to "Four agencies highlighted achievements within their covered agency report, they are the Department of Agriculture, the Department of Commerce, the Department of Homeland Security, and the Department of Transportation." Those achievements should be mentioned/highlighted in this report. We want to convey understanding of "what were they" and not leave the reader to search for that information.

- **General Comments**

- Following up on the response to prior NGAC Comments related to "understanding how and why ratings increased or decreased", please add a short description of the process reporting agencies use to determine their self-assessment ratings.

NGAC Review & Comment

Other Comments

- **Summary of Results – Lead Covered Agency Annual Reports**
 - Understanding the need to streamline reporting in some areas, this area should be an exception as it provides an opportunity to describe what has been accomplished and the related realized benefits. P = Progress is merely qualitative with no actual measurement of GDA Requirements.
- **Key Observations**
 - Per the third bullet, resources necessary to coordinate, develop and meet reporting requirements should be provided to agencies and the FGDC is going to need to tell that story in order to successfully obtain needed agency resources.
- **Challenges and Observations**
 - Consider how to reduce the reporting burden while maximizing the efficacy of the reporting that is being conducted.

NGAC Review & Comment

Other Comments

- **General Comments**
 - Consider deeper levels of collaboration with industry and non-federal partners when developing new standards impacting data sharing and findability.
 - Regarding the overall structure of the document, review the sequence of the content for how it can be streamlined. Reduce wording that doesn't add value and then provide additional tables, figures on the results that tell a story to the reader. Results could be summarized more in depth than the report provides and would provide transparency.

GDA Reporting – Next Steps

NGAC:

- **Action: NGAC approval of NGAC comments on 2023 GDA Report Summary**

FGDC:

- Incorporate NGAC comments into 2023 GDA Summary Report
- Review and address NGAC comments on 2023 Summary Report
- Develop plan & timeline for FY 2024 GDA Reports
- Continue coordination with IG offices regarding the 2024 GDA audits