



**Federal Geographic Data Committee
Coordination Group Meeting
Tuesday, November 19, 2013
9:00 a.m. – 12:00 p.m. Eastern
1:00 p.m. – 3:00 p.m. **FED ONLY****

Location: National Capital
Planning Commission
(NCPC)
401 9th Street, NW
Suite 500
Washington, DC

AGENDA

9:00 – 9:10	Welcome and Introductions	<i>Ivan DeLoatch, FGDC OS</i>
9:10 – 9:20	Previous Meeting Action Item Review	<i>Arista Maher, FGDC OS</i>
9:20 – 9:55	FGDC Business Report	<i>Ken Shaffer, FGDC OS</i>
9:55 – 10:25	Cultural Resources Work Group Report	<i>Deidre McCarthy, NPS</i>
10:25 – 10:50	Geodetic Control Subcommittee Report	<i>Juliana Blackwell, NGS</i>
10:50 – 11:15	Metadata Subcommittee Report	<i>Jennifer Carlino, FGDC OS</i>
11:15 – 11:40	Standards Work Group Report	<i>Julie Maitra, FGDC OS</i>
11:40 – 11:55	NSDI Strategic Plan Update	<i>John Mahoney, FGDC OS</i>
11:55 – 12:00	Action Item Review	<i>Arista Maher, FGDC</i>

12:00 – 1:00 **LUNCH**

***** FED ONLY SESSION BEGINS *****

1:00 – 2:50 **Data Theme Leads Meeting**
 • **Implementation Plan**
 • **Other topics TBD**
(Coordination Group members are invited to attend)

*Wendy Blake-Coleman,
EPA*

2:50 – 3:00 **Next Theme Lead Meeting and Actions**

*Wendy Blake-Coleman,
EPA*

3:00 **Adjourn**

*Read-ahead Documents	1.
Other Relevant documents	

* Read-ahead documents are located at the my.usgs.gov site for member access.

CG Meeting Planning

<p>Coordination Group Meetings Topics (in addition to the following standing items)</p> <ul style="list-style-type: none"> - Welcome and Introductions; - Previous Meeting Action Item Review; - FGDC Business Update; - FGDC Secretariat Report; - Summary of Action Items / Next Meeting Agenda; - Adjourn - All meetings are scheduled from 9am to 3pm EST at NCPC in D.C., unless otherwise noted
<p>December 10, 2013</p> <ul style="list-style-type: none"> • Report from: Transportation Data Theme Update and Status Update of the All Roads Network (Raquel Hunt, Tom Roff, Steve Lewis).
<p>January 14, 2013</p> <ul style="list-style-type: none"> • Geologic SC (Dave Soller); Wetlands SC (Bill Wilen).



Federal Geographic Data Committee Coordination Group Meeting ACTION ITEMS Through September 10, 2013

Complete		
Lead:	CG Members	Action#: 20130618-06
Action:	Coordination Group members are asked to work with their dataset managers on completing NGDA actions items and on returning the NGDA crosswalk spreadsheets to Sean Zintel as soon as possible; or, alternatively, by coordinating with Wendy Blake-Coleman on a completion schedule.	
Contact:	Sean Zintel, FGDC OS/COMSO, szintel@usgs.gov ; Wendy Blake-Coleman, EPA, blake-coleman.wendy@epa.gov	
Resolution/Response:	Crosswalk spreadsheets have been received from only 5 of the 16 themes. CG members should continue to work with their dataset managers to ensure that the spreadsheets are sent to Sean ASAP.	
Complete		
Lead:	FGDC Secretariat	Action#: 20130813-01
Action:	The FGDC Secretariat will work with Dave Soller and Wendy Blake-Coleman to schedule a Geologic Subcommittee discussion on how to categorize the Geologic Subcommittee's datasets and themes.	
Contact:	Ken Shaffer, FGDC OS, kmschaffer@fgdc.gov	
Resolution/Response:	A meeting was held on 9/26/13. Questions were resolved.	
Complete		
Lead:	Coordination Group Members	Action#: 20130813-02
Action:	Any Coordination Group members with further questions on the HIFLD/FGDC alignment should contact either David Alexander or the FGDC Secretariat.	
Contact:	David Alexander, DHS, david.alexander1@hq.dhs.gov ; Ken Shaffer, FGDC OS, kmschaffer@fgdc.gov	
Resolution/Response:	Members to respond directly to David.	
Complete		
Lead:	FGDC Secretariat	Action#: 20130813-03
Action:	The FGDC Secretariat will work with Wendy Blake-Coleman, Adrian Gardner, and Lori Peltz-Lewis to schedule a Theme Lead meeting by the end of September.	
Contact:	Ken Shaffer, FGDC OS, kmschaffer@fgdc.gov	
Resolution/Response:	Theme Lead meeting scheduled for October 2, 2013, rescheduled to October 31, 2013 due to the shutdown.	
Complete		
Lead:	CG Members/NGDA Theme Leads	Action#: 20130813-04
Action:	CG Members and NGDA Theme Leads are asked to take a look at the A-16 Theme Lead	

	Collaboration Community and provide feedback on the site to ServiceDesk@geoplatform.us .	
Contact:	ServiceDesk@geoplatform.us or Sean Zintel, COMSO, szintel@usgs.gov	
Resolution/Response:	Members to respond directly to the service desk - servicedesk@geoplatform.us	
Complete		
Lead:	NGDA Theme Leads	Action#: 20130813-05
Action:	Theme Leads interested in participating in functionality testing (UAT) for the A-16 Theme Lead Collaboration Community should contact Sean Zintel.	
Contact:	Sean Zintel, COMSO, szintel@usgs.gov	
Resolution/Response:	Themes Leads to respond directly to Sean.	
Due Date: ASAP		
Lead:	Sean Zintel, Doug Nebert, and Wendy Blake-Coleman	Action#: 20130813-06
Action:	Sean Zintel, Doug Nebert, and Wendy Blake-Coleman will coordinate a meeting to discuss the next steps on the NGDA crosswalk results/registration.	
Contact:	Sean Zintel, COMSO, szintel@usgs.gov ; Doug Nebert, FGDC OS, ddnebert@usgs.gov ; Wendy Blake-Coleman, EPA, blake-coleman.wendy@epa.gov	
Resolution/Response:	NGDA i	
Due Date: ASAP		
Lead:	NGDA Theme Leads	Action#: 20130813-07
Action:	Theme Leads are asked to review the current versions of the Themes-At-A-Glance documents and provide updates to Wendy Blake-Coleman.	
Contact:	Wendy Blake-Coleman, EPA, blake-coleman.wendy@epa.gov	
Resolution/Response:	Theme Leads to provide input directly to Wendy.	
Due Date: 12/10/13		
Lead:	Tony LaVoi	Action#: 20130910-01
Action:	Tony LaVoi will provide a report back in December to the Coordination Group, on the Marine and Coastal Spatial Data Subcommittee's coordination activities with other marine and coastal coordinating bodies, and their discussions on the groups' overlap and potential opportunities for consolidation.	
Contact:	Tony LaVoi, NOAA, Tony.Lavoi@noaa.gov	
Resolution/Response:		



Federal Geographic Data Committee Coordination Group Meeting MEETING MINUTES November 19, 2013

(Note: Primary CG members are indicated in **blue text**; alternate CG members are indicated in **red text**.)

√	Coordination Group Attendees	Organization	√	Attendee	Organization
x	Shirley Hall	USDA- Farm Service Agency		Robert Welsh	DOI – Office of Surface Mining
x	Marisa Capriotti	USDA – Natural Resources Conservation Service		Christina Lett	DOI – US Fish & Wildlife Service
	Betsy Kanalley	USDA – US Forest Service		Bill Wilen	DOI – US Fish & Wildlife Service
	Marianne Burke	USDA – US Forest Service		Ivan DeLoatch	DOI – USGS/FGDC; Chair, CG
	Juliana Blackwell	DOC – National Geodetic Survey		Dick Vraga	DOI – USGS
	Tony LaVoi	DOC - NOAA		Stephen Aichele	DOI – USGS
	Lynda Liptrap	DOC – Census Bureau		Edward Hugler	Dept of Labor – OASAM
x	Anne O'Connor	DOC – Census Bureau		Cecelia Henderson	Dept of State
x	Jim Bjostad	DOD - NGA	x	Mark Bradford	DOT - Research & Innovative Technology Admin
	David LaBranche	DOD - DISDI		Raquel Hunt	DOT – Federal Railroad Admin
	Mitchell Fiedler	DOD - DISDI		Jimmy Amoaka-Atta	Dept of Treasury
	Nancy Blyler	DOD – US Army Corps of Engineers		Pheakdey Lim	Dept of Veterans' Affairs
	Tai Phan	Dept. of Education – Institute of Ed Statistics		Tom Garin	Dept of Veterans' Affairs
	Teddy Dyer	Dept. of Energy	x	Wendy Blake-Coleman	EPA
	Stephanie Foster	DHHS – CDC		Dave Catlin	EPA
x	Lew Summers	DHS – Office of the CIO	x	John Sullivan	GSA
	Dennis Hardy	DHS		Autumn Wallin	GSA
x	Jon Sperling	HUD – Policy Development & Research	x	Colleen Cahill	Library of Congress
	Salvatore Sclafani	HUD - Office of Community Planning & Development	x	Jacqueline Nolan	Library of Congress
	David Chase	HUD – Policy Development & Research		Gregory Mann	NASA

	Antoinette Sebastian	HUD – Office of Environment & Energy	x	Brett Abrams	NARA
	Don Buhler	DOI - BLM		Pamela Stephens	National Science Foundation
	Doug Vandegraft	DOI – Bureau of Ocean Energy Mgmt, Regulation & Enforcement		Asghar Noor	Small Business Administration
	Steven Schwartz	DOI - BOEMRE		David Timmons	Social Security Administration
	David Duran	DOI – Nat’l Park Service		Ray Mitchell	Tennessee Valley Authority
	Tim Smith	DOI – Nat’l Park Service			
	Other Attendees	Organization		Attendee	Organization
x	Anne Ball	NOAA	x	Deidre McCarthy	
x	Bill Burgess	NSGIC	x	Kristie McLeroy	
x	Jennifer Carlino	FGDC OS	x	Lorri Peltz-Lewis	FS
x	Kenneth Elsner	FWS	x	Alyssum Pohl	NACO
x	Stephanie Foster	CDC	x	Ken Shaffer	FGDC OS
x	Jim Garster	USACE	x	Vaishal Sheth	FGDC OS
x	Rich Grady	Applied Geographics	x	Lucie Vogel	IHS
x	Shawn Gravatt	FGDC OS/COMSO	x	Lynda Wayne	GeoMaxim
x	Marten Hogeweg	Esri	x	Neil Weston	NOAA
x	Charley Hickman	USGS	x	Linda Zellmer	WIU
x	Michel Kareis	GSA	x	Sean Zintel	FGDC OS/COMSO
x	Roxanne Lamb	FGDC OS			
x	Arista Maher	FGDC OS			
x	John Mahoney	FGDC OS			

Welcome and Introductions – Ivan DeLoatch, FGDC OS

Ivan DeLoatch, Chair of the FGDC Coordination Group, welcomed participants to the meeting, and asked attendees to introduce themselves.

Previous Meeting Action Item Review – Arista Maher, FGDC OS

Arista Maher reviewed the action items, noting resolutions and responses.

FGDC Business Report - Ivan DeLoatch, FGDC OS

[[Presentation](#), PPT]

Ivan DeLoatch reported out on recent meetings and other developments in the FGDC. The meeting’s agenda was reviewed. The Executive Committee met most recently on October 23. ExCom members agreed that the current funding process for the Geospatial Platform/Line of Business will continue as-is (collecting resources in the fiscal year prior to the fiscal year where the work will be done). In addition to funding, they discuss what types of in-kind services might figure into the funding proposal. The Steering Committee most recently met on September 12. The SC decided to explore the proposal to align the Homeland Infrastructure Foundation-Level Data (HIFLD) Working Group with FGDC. A draft charter will be shared with the ExCom in December, and this will later be shared with the CG. Strongly encouraged SC members to identify agency reps to participate in the A-16 Implementation Plan. SC

members were also tasked with completing any outstanding funding agreements with their agencies for the Geospatial Platform. DOI Secretary Sally Jewell also provided remarks to the FGDC SC. She recognized the important work of the SC, and stressed the importance of the high-value geospatial information at a landscape-level to informed decision-making. One of her six departmental priorities is to build a landscape-level understanding utilizing the Geospatial Platform. The next Steering Committee meeting will be held on Thursday, February 13, 2014 from 1:00 p.m. to 3:30 p.m. at the South Interior Auditorium.

An update on the NGAC was given. The next round of nominations is in progress. The review panel has submitted their recommendations to the DOI Secretary; the final decision on those will be made by the Secretary's office, expected by the end of the calendar year. FGDC has been working with the NGAC subcommittees on guidance received following the September NGAC meeting. The shutdown has slowed the process for the work products those subcommittees have been working on, so that most of them will probably not be completed until after the holidays. The Landsat Advisory Group, National Address Database, Geospatial Workforce, and Geospatial Privacy Subcommittees all have recommendations on which they are working.

The next Coordination Group meeting will be held on December 10 at NCPC. The draft agenda was reviewed. A proposal to restructure upcoming Coordination Group meetings was discussed. Various constraints on meeting facilities, the availability of face-to-face meetings, the fact that full-day meetings aren't always necessary, and that time in the afternoon sessions might be better spent on focused subcommittee/theme lead group sessions are all driving factors for restructuring the CG meetings. The proposal is to transition from face-to-face meetings every month to webinars every other month, as well as half-day meetings with focused subcommittee/work group sessions in the afternoons. Full-day meetings can still be held as needed. Thoughts on the meeting included questions on whether Tuesdays are the best day for the meeting, and what possible venues can be used.

ACTION: CG members are asked to contact Arista Maher with any suggestions on possible venues for the CG meetings in 2014.

An update on the GAO actions was given. The government shutdown impacted many of the schedules on FGDC activities. The FGDC requested an extension of deadlines from Q1 to Q2 in FY 2014 (extension to March 31 instead of December 31). A team is currently working on the A-16 Implementation Plan. A theme lead meeting is scheduled for today, focusing on implementation steps and actions for that plan. They hope to send a draft of the plan to the ExCom, CG, and Theme Executive Champions for review and comment by December 20. They will send the revised draft to the NGAC subcommittee for their review and comment by December 6, in time for the NGAC webinar on December 11. Following these December deadlines, the revised draft will be forwarded to Steering Committee and Coordination Group in early January for their comments by January 24. Comments will then be adjudicated and the next draft will be presented to the Steering Committee at their next meeting on February 13, 2014, for their endorsement. March 31, 2014 is the deadline for sending the final endorsed Implementation Plan to GAO. In discussions with ExCom, they recognize that what is currently articulated in the Supplemental Guidance is very minimal in identifying roles and responsibilities regarding decision-making and budgetary guidance; however, Adrian Gardner and others are using all available documents to shape the Implementation Plan.

The Geospatial Platform Marketplace functionality was discussed. Version 1 is complete and released. It enables agencies to flag records as "planned" for search and discovery. There is additional work required to fine-tune its capabilities.

The NSDI Strategic Plan is in final draft; the editing and layout is in progress. The final draft will be provided to SC and NGAC in early December, with the goal to have it endorsed by mid-December. Another GAO recommendation was for DOT, DOI, and DOC to develop a policy to make geospatial metadata available on the clearinghouse. NOAA coordinated with representatives invited from DOC, DOI, DOT, and FGDC OS to help facilitate policy recommendations.

An update on the Geospatial Line of Business/Platform was given. There are still 9 outstanding agreements (61% funding) for FY2013. Agencies are asked to cite Clinger-Cohen as the funding authority on all agreements, which allows us to obligate partner funds to the project beyond the current fiscal year. E-Gov Benefits Report submissions are still needed from 5 partners.

A draft of the FGDC Annual Report was sent out on November 7 for CG members to review. Today's initial deadline for comments has been extended to Thursday the 21st. The final version should be released in January. A brief update on standards activities was also given, as a more thorough version will be presented later in the meeting.

Cultural Resources Subcommittee – Deidre McCarthy, NPS

[\[Presentation, PPT\]](#)

Deidre McCarthy reported out on the recent activities of the Cultural Resources Work Group. The Cultural Resources Subcommittee's mission, purpose, and membership were reviewed. The various data sets and data themes that fit within the group's purview were outlined. The Subcommittee most recently met on October 29, when they discussed individual task groups' progress and reviewed the Subcommittee's 2014 work plan.

The Subcommittee has committed to constructing a cultural resource spatial data transfer standard to facilitate sharing data between Federal agencies. Federal, State and Tribal agencies all maintain inventories of cultural resources and are heavily involved in the standard creation process in anticipation of using the FGDC standard created. The Subcommittee will be working toward creating a draft standard in 2014.

The Subcommittee's charter was briefly discussed and a notional vote was taken. There was no opposition to the charter, but in order to get a more accurate idea of changes made to the document, it was decided that an electronic vote would be sent out following the meeting.

ACTION: Deidre McCarthy will finalize the minor revisions to the Cultural Resources Subcommittee Charter, and the FGDC Secretariat will post the Charter on the FGDC website.

ACTION: An electronic vote on the Cultural Resources Subcommittee Charter will be conducted following the meeting.

Geodetic Control Subcommittee Report – Juliana Blackwell, NOAA

[\[Presentation, PPT\]](#)

Neil Weston of the NOAA National Geodetic Survey (NGS) gave an updated on the activities of the Geodetic Control Subcommittee on behalf of Juliana Blackwell. This subcommittee coordinates geodetic activities among various agencies. Theme data sets include Airborne Gravity, Continuously Operating Reference Stations (CORS), Geoid Models, and National Geodetic Survey Datasheets. The Subcommittee was met most recently on July 30; they discussed the NGS ten-year strategic plan, the FGDC Geodetic

Control Theme, new datums, CORS – status and plans, and the GAO study update. Neil Weston is the Geodetic Control Theme Lead, and Juliana Blackwell is the Theme Champion.

At the 2013 ESRI Federal GIS Conference, NGS presented a session on *Geodesy and National GIS*. Attendees learned about new GIS tools and the new datums for the nation that are under development. The roles of Geodetic Control Theme Lead and Executive Champion were discussed, including that Neil is the Theme Lead, and Juliana Blackwell is serving as the Executive Champion.

Their next meeting will be held on January 10, 2014 in Silver Spring, MD, and via webinar. In the coming months, the Subcommittee hopes to continue to prepare for the new geometric and geopotential datums, update standards documents, and identify common objectives and find opportunities for cooperative projects and tasks related to standardization and updates to vertical datums.

Metadata Work Group Report – Jennifer Carlino, FGDC OS

[\[Presentation, PPT\]](#)

Jennifer Carlino, Chair of the Metadata Work Group, reported on the Work Group's recent activities. The purpose and participants of the Metadata Work Group were reviewed. At their September 25, 2013 meeting the topics included: discussion on the status of ISO 19115-1 *Geographic Information - Metadata – Part 1: Fundamentals*; the status of ISO Metadata Editor Review; and the upcoming ISO Metadata Standards Implementation Forum.

Recent activities included: the Federal Metadata Coordinator Webinar, finalization of their Charter in July 2013, development of a FAQ document for ISO, as well as other ISO-related activities. They anticipate beginning an ISO Metadata Implementation Forum quarterly in 2014. The ISO Metadata Editor tool was also discussed.

The next meeting of the Metadata Work Group will likely take place in either December 2013 or January 2014, where they hope to discuss updates on the ISO Metadata Editor tool review, ISO metadata standards, and the upcoming ISO Metadata Implementation Forum.

Standards Work Group Report – Julie Maitra, FGDC OS

[\[Presentation, PPT\]](#)

Julie Maitra gave a report on the recent activities of the Standards Work Group. The mission/purpose of the FGDC Standards WG (SWG) is to promote the development and implementation of standards in support of the National Spatial Data Infrastructure. The membership of the SWG was reviewed. The SWG is responsible for reviewing project proposals, committee draft standards, and final draft standards for National Geospatial Data Asset (NGDA) datasets as part of A-16 portfolio management, for making recommendations to the CG, and for identifying externally-developed standards for FGDC endorsement.

The FGDC Standards WG last met on September 24, 2013. Outcomes of the meeting included: recommendations to discontinue standards projects; recommendation to withdraw SDTS, Parts 1-7; and recommendations for CG approval for FGDC endorsement of Web Feature Service (WFS) 2.0 Standard and the draft U.S. Government Real Property Asset Data Standard (RPADS).

The next meeting of the FGDC Standards WG will be held on Thursday, December 12, 2013. The SWG hopes to accomplish the following goals in the future: Design, update, and maintenance plans for a standards registry; expansion of content of FGDC web pages on XML and GML schemata; advancement

of projects for NGDA dataset standards through the FGDC standards process; and recommend Sensor Web Enablement (SWE) and SDI baseline standards for CG approval for FGDC endorsement.

NSDI Strategic Plan Update – John Mahoney, FGDC OS

[[Presentation](#), PPT]

John Mahoney updated the Coordination Group members on the progress of the NSDI Strategic Plan. The final draft of the document is in progress. John thanked everyone involved in the process. NGAC has been instrumental in helping shape the document and providing thought and input into the roles and responsibilities section in particular. The NGAC paper, “Toward a New Strategic Vision for the National Spatial Data Infrastructure,” which was released in July, provided key input for the draft Strategic Plan. Various public forums and leaders’ forums were held in March, June, and August, and these were very helpful in the evolution of the document. On December 4, the final draft will be submitted to the Steering Committee for their review/approval by December 13. The NGAC will review it during their webinar meeting on December 11. The FGDC ExCom will oversee the final plan’s implementation and develop project plans with goals and objectives. The NSDI Strategic Plan Core Team is developing the draft implementation framework for the Plan.

Morning Session Action Item Review & Next Meeting Agenda – Arista Maher, FGDC OS

Action items from the morning session of the meeting were reviewed and topics for the next meeting were discussed.

***** DATA THEME LEADS MEETING BEGINS*****