



**Federal Geographic Data Committee
Coordination Group Meeting
Tuesday, March 10, 2014
9:00 a.m. – 3:00 p.m. Eastern**

**Location: Main Interior Building,
Rachel Carson Room
1849 C Street, NW
Washington, DC**

DRAFT AGENDA

9:00 – 9:05	Welcome and Introductions	<i>Ivan DeLoatch, FGDC OS</i>
9:05 – 9:15	Previous Meeting Action Item Review	<i>Lucia Foulkes, FGDC OS</i>
9:15 – 9:30	FGDC Business Update	<i>Ken Shaffer, FGDC OS</i>
9:30 – 9:45	COGO Report Card	<i>Ivan DeLoatch, FGDC</i>
9:45 – 10:30	Review of the Coordination Group Charter <ul style="list-style-type: none">• Define relationship of Theme Leads• Co-Chairmanship	<i>Ivan DeLoatch, FGDC OS</i>
10:30 – 10:40	Break	
10:40 – 11:00	Coordination Group and Executive Committee Interactions <ul style="list-style-type: none">• Rotating Attendance for a CG member in Ex Com meetings• Possible letters of recognition of role for CG	<i>Ivan DeLoatch, FGDC OS</i>

members

11:00 – 11:45	Developing the Coordination Group Meeting Agenda. Considerations to include: <ul style="list-style-type: none"> • Working Groups, Subcommittees and Theme Reports • Reporting schedule of Subcommittees and Working Groups for 2015 • Working Session topics • Other Agenda Topics 	<i>Ivan DeLoach, FGDC OS</i>
11:45 – 12:00	Other Agencies Announcements	<i>Ivan DeLoach, FGDC OS</i>
12:00 – 1:00	Lunch	
1:00 – 2:15	Geospatial Platform <ul style="list-style-type: none"> • Presentation and discussion 	<i>Jerry Johnston, DOI</i>
2:15 – 2:45	2015 Coordination Group Work Plan <ul style="list-style-type: none"> • NSDI Strategic Plan, NGDA Management Plan and other Actions 	<i>John Mahoney, FGDC OS; Gita Urban-Mathieu, FGDC OS</i>
2:45 – 3:00	Action Item Review, and next meeting agenda items	<i>Lucia Foulkes, FGDC OS</i>
3:00	Adjourn	

*Read-ahead Documents	
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; - Other Agency Announcements - Summary of Action Items / Next Meeting Agenda; - Adjourn - All meetings are scheduled from 9am to 12pm EST, unless otherwise noted
<p>EXAMPLE ONLY</p> <p>March 10, 2015</p> <ul style="list-style-type: none"> • Cadastral SC (Don Buhler); • Users/Historical Data WG (Butch Lazorchak).
<p>April 14, 2015</p>

<ul style="list-style-type: none"> • •
May 12, 2015 <ul style="list-style-type: none"> • •
June 16, 2015 <ul style="list-style-type: none"> • •
July 14, 2015 <ul style="list-style-type: none"> • •
August 11, 2015 <ul style="list-style-type: none"> • •
September 8, 2015 <ul style="list-style-type: none"> • •
<ul style="list-style-type: none"> • •
October 13, 2015 <ul style="list-style-type: none"> • •
November 10, 2015 <ul style="list-style-type: none"> • •
December 8, 2015 <ul style="list-style-type: none"> • •



Federal Geographic Data Committee Coordination Group Meeting ACTION ITEMS Through March 10, 2015

Closed		
Lead:	Steve Lewis, DOT	Action#: 20140610-04
Action:	Steve Lewis and other contacts at the Department of Transportation will work together with Tim Trainor (Census Bureau) to draft a proposal regarding the possibility of DOT hosting a repository for a potential National Address Database. They will provide this proposal to the FGDC Secretariat by June 26.	
Contact:	Steve Lewis, DOT, steve.lewis@dot.gov	
Resolution/ Response:	This action is on hold, pending maturation of planning for the database. Updates will be provided to the CG as progress is made.	
Pending		
Lead:	Ivan DeLoatch, FGDC OS	Action#: 20140909-03
Action:	Engage FDGC to recognize the “Guidance on the Selection and Appraisal of Geospatial Content of Enduring Value” document in an official capacity.	
Contact:	Ivan DeLoatch, FGDC OS, ideloatch@usgs.gov	
Resolution/ Response:	FGDC addressed this topic on the Business report	
Complete		
Lead:	FGDC Secretariat	Action#: 20150113-01
Action:	The FGDC Secretariat will create a slide for the Coordination Group that will have a summary of actions and deadlines of the NSDI Strategic Plan and the NGDA Management Plan to identify the CG 2015 work plan items.	
Resolution/ Response:	Slides identifying NSDI Strategic Plan and the NGDA MP actions and deadlines were created and presented to the Coordination Group	
Contact:	Lucia Foulkes, FGDC OS, lfoulkes@usgs.gov	
Due Date: March 10, 2015		
Lead:	Coordination Group	Action#: 20150113-02
Action:	The Coordination Group will create a CG 2015 work plan.	
Contact:		
Resolution/ Response:		
Contact:		
Complete		
Lead:	FGDC Secretariat	Action#: 20150113-04
Action:	The Secretariat will solicit agenda topics from the Coordination Group 2 weeks prior meetings.	
Contact:	Lucia Foulkes, FGDC OS, lfoulkes@usgs.gov	
Resolution/ Response:	An email to the Coordination group was submitted requesting agenda topics. No suggestions or	

Response:	topics were received.	
Due Date: Pending		
Lead:	John Mahoney	Action#: 20150113-05
Action:	The Coordination Group will hold a working session to identify responsibilities on the NSDI Strategic Plan Implementation actions and use it as basis for the CG 2015 work plan.	
Contact:	<i>John Mahoney, FGDC OS, jmahoney@usgs.gov</i>	
Resolution/Response:		
Complete		
Lead:	Jerry Johnston	Action#: 20150113-06
Action:	Hold a working session to provide a live demo to learn tools and capabilities of the Geoplatform, identify roles of the Coordination Group and Geoplatform development.	
Resolution/Response:	Live demo was provided at the March's CG meeting.	
Contact:	<i>Lucia Foulkes, FGDC OS, lfoulkes@usgs.gov</i>	
Complete		
Lead:	Coordination Group	Action#: 20150113-08
Action:	Hold a working session on how the CG will develop meeting agendas. Considerations to include: <ul style="list-style-type: none"> • Include Working Groups, Subcommittee, and Theme reports • Working Session topics • Agenda topics 	
Contact:	<i>Lucia Foulkes, FGDC OS, lfoulkes@usgs.gov</i>	
Resolution/Response:	The coordination group discussed this topic in March's meeting.	
Due Date: March 10, 2015		
Lead:	Coordination Group	Action#: 20150113-09
Action:	The Coordination Group will discuss and determine what their role should be in the coordination needed for the upcoming datum change, in collaboration with the National Geodetic Survey.	
Contact:	<i>Lucia Foulkes, FGDC OS, lfoulkes@usgs.gov</i>	
Resolution/Response:		
Due Date: April 14, 2015		
Lead:	Coordination Group	Action#: 20150310-01
Action:	The Coordination Group will revise the Charter and define the relationship of Theme Leads. The FGDC will draft the new charter for the April meeting addressing the following: <ul style="list-style-type: none"> • Clarification language to on working relationship with theme leads and subcommittees • Clarification language to include Non Federal participation in Working Groups and Subcommittees • Co-chairmanship of the Coordination Group. Each agency will chair the Coordination 	

	Group	
	<ul style="list-style-type: none"> Have the Theme Leads to participate in the Coordination Group meetings. 	
Contact:		
Resolution/ Response:		
Due Date: April 14, 2015		
Lead:	Coordination Group	Action#: 20150310-02
Action:	Identify a member to participate in the Executive Committee meetings to represent the Coordination Group.	
Contact:		
Resolution/ Response:		
Complete		
Lead:	Coordination Group	Action#: 20150310-03
Action:	Wendy will forward announcement on upcoming activities for Data Set for Climate + Health data-jam/datalpalooza and State/ Tribal and Federal Coordination Meeting.	
Contact:		
Resolution/ Response:	Information was sent to Lucia Foulkes and then forwarded to the Coordination Group	
Due Date: April 14, 2015		
Lead:		Action#: 20150310-04
Action:	The Coordination Group will identify a chair and reinvigorate the Architecture and Technology working group to support the activities directly related to the Geoplatform.	
Contact:		
Resolution/ Response:		

ID (yyyymmdd-#)	Decision/Description Decisions provide a position/foundation on which actions are taken.
20150113-01	The Coordination Group agreed to have in-person meetings. Audio conference and WebEx will also be available.
20150113-02	The Coordination Group decided to have a summary of FGDC key activities over the last time frame. The business reports will be emailed as a read ahead document. This will allow the Coordination group to focus on recent FGDC business actions, and changes only.
20150113-03	The Coordination Group agreed to allocate a time on CG agendas to allow participants to bring issues, present or make general announcements.
20150313-04	Whether a Coordination Group Subcommittee, Working Groups, or NGDA Theme Lead is reporting, they are required to report at least annually.



Federal Geographic Data Committee Coordination Group Meeting MEETING MINUTES March 10, 2015

(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	x	Ivan DeLoatch	DOI – USGS/FGDC; Chair, CG
	Juliana Blackwell	DOC – National Geodetic Survey	x	Dick Vraga	DOI – USGS
	Tony LaVoi	DOC – NOAA		Edward Hugler	Dept of Labor – OASAM
x	Lynda Liptrap	DOC – Census Bureau		Cecelia Henderson	Dept of State
x	Anne O'Connor	DOC – Census Bureau		Mark Bradford	DOT - Research & Innovative Technology Admin
x	William Spencer James	DOD – NGA	x	Raquel Hunt	DOT – Federal Railroad Admin
	David LaBranche	DOD – DISDI		Jimmy Amoaka-Atta	Dept of Treasury
	Mitchell Fiedler	DOD – DISDI		Pheakdey Lim	Dept of Veterans' Affairs
	Nancy Blyler	DOD – US Army Corps of Engineers		Tom Garin	Dept of Veterans' Affairs
	Bill Nye	DOD – US Army Corps of Engineers	x	Wendy Blake-Coleman	EPA
	Tai Phan	Dept. of Education – Institute of Ed Statistics		Dave Catlin	EPA
	Vacant	Dept. of Energy		Donald Campbell	FCC

	Stephanie Foster	DHHS – CDC	x	Michel Kareis	GSA
x	Lew Summers	DHS – Office of the CIO		George Deyckere	GSA
	Dennis Hardy	DHS	x	Jacqueline Nolan	Library of Congress
x	Jon Sperling	HUD – Policy Development & Research		Vacant	NASA
	Salvatore Sclafani	HUD - Office of Community Planning & Development		Vacant	NASA
	David Chase	HUD – Policy Development & Research		Vacant	NARA
	Antoinette Sebastian	HUD – Office of Environment & Energy		Pamela Stephens	National Science Foundation
	Don Buhler	DOI – BLM		Stuart Reiter	Nuclear Regulatory Commission
	Doug Vandegraft	DOI – Bureau of Ocean Energy Mgmt, Regulation & Enforcement		Asghar Noor	Small Business Administration
	Steven Schwartz	DOI - BOEMRE	x	David Timmons	Social Security Administration
	David Duran	DOI – Nat’l Park Service		Ray Mitchell	Tennessee Valley Authority
	Tim Smith	DOI – Nat’l Park Service			
x	Lucie Vogel	HHS			
	Other Attendees	Organization		Attendee	Organization
x	Bill Burgess	NSGIC	x	Gita Urban-Mathieu	FGDC OS
x	Ken Shaffer	FGDC OS	x	Travis Hardy	FGDC OS, PMO
x	Roxanne Lamb	FGDC OS	x	James Irvine	FGDC OS, PMO
x	Lucia Foulkes	FGDC OS	x	Anne Ball	NOAA
x	John Mahoney	FGDC OS	x	Nathan Beck	FDA
x	Julie Maitra	FGDC OS	x	Stephen Bryce	ESRI
x	Jennifer Carlino	FGDC OS	x	Arwen DeLa Torre	DOI-USGS
x	Charley Hickman	DOI-USGS	x	Larry Hothem	DOI-USGS

x	Ashley Chapell	NOAA	x	Kristie McLeroy	USDA
x	Linda Zellmer	WIU	x	Bob Pierce	DOI-USGS

Welcome and Introductions, Ivan DeLoatch, FGDC OS

Ivan DeLoatch, FGDC OS, welcomed attendees and asked them to introduced themselves

Previous Meeting Action Item Review, Lucia Foulkes, FGDC OS

Actions from the meeting on January 13, 2015 were reviewed.

FGDC Business Update, Ken Shaffer, FGDC OS

[[Presentation](#), PPT]

Ken Shaffer, FGDC OS, provided an update on FGDC business activities. Highlights included:

- The status of the Government Accountability Office (GAO) report
- The National Geospatial Data Asset (NGDA) Management Plan Actions
- The National Spatial Data Infrastructure (NSDI) Strategic Plan Implementation
- The Geospatial Line of Business/Platform current activities
- Standards for FGDC Endorsement
- The President’s 2016 budget.

The GAO report will be released on March 16. Congressional hearings may follow the release of the report.

The Coordination Group members’ roles in implementing the NGDA Management Plan actions needs to be clearly identified. The FGDC NGDA team is working with Theme Leads to register NGDA Dataset in Geoplatform.gov/Data.gov catalog. Current registration number is 69%. Due date for this task is March 31, 2015. Other action items due on March 31 included the approval of Theme Administrative Maturity Assessment Questions, the Theme Strategic Plan Template and the Geospatial Investment and Budget Report Codes.

The NSDI Strategic Plan Implementation activities were noted as follows:

- February and March 2015: John Mahoney and the PMO will obtain inputs from Executive Champions/Team Leads to discuss updates on the work plan. As part of the process they will also discuss possible CG roles and actions required in the implementation process.
- April 2015: Complete the FY 2015 NSDI Implementation Plan update. This is a status update of the activities and their due dates.
- Sept 2015: The Annual NSDI Implementation Plan action summary will prepared by the FGDC.

An update on the Geospatial Line of Business/Platform was provided. The FY 2015 Interagency Agreements with funding amounts were distributed. Members were asked to work with agency staff to execute them. The Earned Value Management (EVM) and DOI E-Gov Investment

Tracking reports have been completed. Increment 3 of the Architecture has been developed and a draft was provided to the ExCom. The authentication capability is currently being transferred to the Platform from Data.gov.

An update on Standards was provided. The Standard Working Group recommended CG approval of the National Shoreline Data Content Standard for FGDC endorsement. A ballot package for CG approval is pending. A CG ballot to approve the following standards for FGDC endorsement will close on April 6:

1. Aeronautical Information Exchange Model (AIXM) 5.1
2. GeoRSS-Simple and GeoRSS-GML
3. ISO/IEC 15444-1:2004 Technical Corrigendum 1:2007 and ISO/IEC 15444-1:2004 Technical Corrigendum 2 JPEG 2000
4. OGC GeoPackage 1.0
5. Geopolitical Entities, Names, and Codes (GENC) Standard Edition 2 (with concurrent withdrawal of GENC standard Edition 1

A summary of upcoming meetings and agenda topics were briefly discussed.

- March 17-18 – National Geospatial Advisory Committee: it was noted that Governor Jim Geringer and John Moeller will give a presentation on the COGO Report Card
- March 19 – Steering Committee
- April 14 – Coordination Group

Ivan DeLoatch reported that the Presidents budget's included \$11 million for the Community Resiliency Toolkit. The FGDC Annual Report will be going on print in April. Comments and edits from CG members on the Annual Report are due tomorrow, March 11.

Dick Vraga, U.S.GS, suggested to have a calendar of due dates of upcoming actions deadlines on the business highlights report. He also commented that the budget code definitions on geospatial data are poorly written and asked if there is work currently performed to polish those definitions. It was noted that there is a working group in place that is refining those definitions for budget coding categories and those recommendations will go to the ExCom for review and recommendations.

Coalition of Geospatial Organizations (COGO) Report Card , Ivan DeLoatch, FGDC

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

Ivan DeLoatch provided an overview of the Coalition of Geospatial Organizations (COGO) Report Card. It was noted that the COGO report card is evaluating the NSDI framework layers. The report contains good information that FGDC can utilize to improve the NSDI and ensure it meets national data needs now and in the future. Currently a message is being drafted to acknowledge the report and COGO's efforts.

Review of the Coordination Group Charter, Ivan DeLoatch, FGDC OS

[[Charter](#), PDF]

Ivan DeLoatch noted that the Coordination Group charter review exercise is one of the actions from the January 13 meeting. Members reviewed and discussed the charter. The outcome of the discussion resulted on the following action:

Action: The Coordination Group will revise the Charter and define the relationship of Theme Leads. The FGDC will draft the new charter for the April meeting addressing the following:

- Clarification language on working relationship with theme leads and subcommittees
- Clarification language to include Non Federal participation in Working Groups and Subcommittees.
- Co-chairmanship of the Coordination Group - Each agency should chair the Coordination Group in a rotating fashion.
- Have the Theme Leads to participate in the Coordination Group meetings.

Coordination Group and Executive Committee Interactions, Ivan DeLoatch, FGDC OS

Ivan DeLoatch conveyed to the Coordination Group that the Executive Committee (ExCom) discussed the participation of the CG members in future meetings. They suggested that the chair or an agency representative participate in the meetings. The ExCom also had the suggestion of developing a recognition letter that can be sent to leadership on each agency. The Secretariat will create a letter to the agency's SAOGI's so the agency is aware of the member's contributions.

Developing the Coordination Group Meeting Agenda, Ivan DeLoatch, FGDC OS

The Coordination group discussed how agendas are to be developed considering the following: working groups, subcommittees and theme reports, reporting schedule of subcommittees and working session topics, and other agenda items.

Comments:

Anne O'Connor, U.S. Census Bureau: the reports can be distributed in advance of the meetings and the meetings can be focused on discussion rather than the presentation.

Wendy Blake-Coleman, EPA: too much information on the agenda with lots of presentations without having much time to have conversations. Topics discussed at the ExCom meeting can be included in the agenda.

Dick Vraga, U.S.GS: suggested to have the anticipated outcome of the session

Ken Shaffer, FGDC, OS: pointed out that creating agendas are challenging as the Secretariat relies on the coordination group to provide topics. If the secretariat and the CG could work on having a 6 month or an annual agenda projected, this will assist in having working groups and subcommittee reports scheduled in advance and have logistics ready. CG members will participate in the ExCom meetings should report on those meetings to the CG.

Michel Kareis, GSA: It will be helpful if we align our discussions with what the Steering and Executive Committees already have in their calendar.

Decision: Whether a Coordination Group Subcommittee, Working Groups, or NGDA Theme Lead is reporting, they are required to report at least annually.

Action: The CG will identify a member to participate in the Executive Committee meetings to represent the Coordination Group.

Other Agencies Announcements, Ivan DeLoatch, FGDC OS

The National Geodetic Control is having a workshop April 16 and 17. The Department of Transportation will have an Address Summit on April 8 and 9. The GeoSummit in Crystal City will be in April, from the 13th to 16th and there will be a 3DEP Stakeholder session in conjunction with that.

Action: Wendy Blake Coleman will forward announcement on upcoming activities for Data Set for Climate + Health data-jam/datalpalooza to Lucia Foulkes for forwarding to the CG.

Geospatial Platform, Jerry Johnston, DOI

Dr Jerry Johnston provided a live demonstration of the tool and capabilities of the Geospatial Platform, and highlighted that there is a good opportunity for CG involvement on the testing and in some areas of the designs. It was noted that the major focus of the current effort falls into the following categories:

- Transition of the Identity Management solution for the Platform from Data.gov to our infrastructure (Geoplatform.gov will become the identity provider for our users as well as Data.gov users)
- Completion and deployment of the new Web Map Viewer for geoplatform.gov (see the current state of this application here -- <http://wmv2.geoplatform.us/wmv/> However note that this is frequently changing...) It was highlighted that the Coordination Group could assist in testing the capabilities of the data catalog.
- Better integration of the Platform's AGOL subscription (and any agency's organizational AGOL subscription) with the geoplatform.gov web content management system is occurring -- easily insert web maps and galleries into community pages on geoplatform.gov
- The migration to cloud infrastructure and stand up of geoplatform.gov shared hosting solutions is being planned.
- Deployment of the NGDA baseline assessment survey tool is pending.
- Development of the first NGDA performance dashboard to display results from the survey is in development.
- Extension of Marketplace capabilities to meet the needs of the NDEP /3DEP data acquisition planning efforts is on-going.

Comments:

John Sperling, HUD: How can we better leverage all what has been done with all agencies?

Jerry Johnson, DOI: Everything done on geoplatform.gov will be released in a development repository. Code for the functions being built will be accessible.

Lynda Liptrap, U.S. Census Bureau: What's the time frame of the cloud migration?

Jerry Johnston, DOI: Hosting capabilities will begin development in April/May.

Julie Maitra, FGDC OS: Inquired about the technical standards architecture.

Jerry Johnston noted that there is an architecture design document for Geoplatform.gov. It was noted that OGC standard support will be an important part of the work performed on the Platform.

Anne O'Connor, U.S. Census Bureau: Would like to have pages for private content.

Additionally, a tutorial on how to update the community pages was requested.

Jim Irvine and Travis Hardy will work with Dr Johnston to schedule a meeting for the CG and the theme managers to discuss the tutorial on community page management.

It was pointed out that the email servicedesk@geoplatform.us is accessible on the Platform to submit any comments.

Dick Vraga, U.S.GS commented that perhaps a specific work group could be more appropriate to engage directly with the Geoplatform.

It was noted that there is Architecture and Technology Working Group could be revitalized to support the activities of the Geospatial Platform.

Action: The Coordination Group will identify a chair and reinvigorate the Architecture and Technology Working Group to support the activities directly related to input and review of Geoplatform capabilities.

2015 Coordination Group Work Plan, John Mahoney, FGDC OS; Gita Urban-Mathieu, FGDC OS

[[Presentation](#), PPT]

Ken Shaffer gave an overview of the different initiatives of the FGDC where the CG could be engaged. It was pointed out that a work plan involved a compilation of activities where the Coordination Group needs to be engaged with an associated schedule, the roles and who is associated with it. The Secretariat will manage the list so they can be reported on at the monthly CG meetings with input from the appropriate leads.

Comments:

On the NSDI; the executive champions update and validate the FY 2015 targets.

The goal is to identify and track the tasks the CG needs to execute.

Marita Cook, FBI: We need to also be mindful of having a user's perspective and where agencies that are more users than managers of data can contribute.. The FBI is a user of data and we can look at the platform and see how we can contribute to the group.

The CG should reach out to other organizations and assist by talking to them of the value of the GeoPlatform to the user community and get their perceived value from the user's perspective.

Question: What are the touch points for the CG on the FGDC initiative and work activities, what is needed from the Coordination Group? Does the CG understand what their role is based on actions and plans in terms on the NSDI, or does the CG need an outline to know what they should be focused on so the activities are visible and understood?

Michel Kareis: the CG must have this discussion. A plan is needed to identify how the CG is connected and its role in each. This is the basis of the dialog of today. A sufficient amount of time should be dedicated to discuss the work plan at an upcoming meeting.

Action Item Review, and next meeting agenda items, Lucia Foulkes, FGDC OS

Actions were noted and will be prepared for submission to the Coordination Group.

Adjourn