
Venue: Webinar

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Please note that times indicated on the agenda are approximate and may vary based on discussion.

DRAFT AGENDA

09:00 – 09:05	Welcome and Introductions	<i>Ivan DeLoatch, FGDC OS</i>
09:05 – 09:10	Previous Meeting Action Item Review	<i>Lucia Foulkes, FGDC OS</i>
09:10 – 09:30	FGDC Business Highlights	<i>Ken Shaffer, FGDC OS</i>
09:30 – 10:00	Metadata Working Group	<i>Lorna Schmid, FGDC OS</i>
10:00 – 10:20	Geospatial Standards Activities	<i>Julie Binder Maitra, FGDC OS</i>
10:20 – 10:25	Other Agency Announcement	<i>Ivan DeLoatch, FGDC OS</i>
10:25 – 10:30	Action Item Review	<i>Lucia Foulkes, FGDC OS</i>
	Adjourn	

*Read-ahead Documents	FGDC Business Highlights
Other Relevant documents	None

* Read-ahead documents are posted at <https://www.fgdc.gov/>

2017 CG Meeting Dates

<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 - Adjourn - All meetings are scheduled from 9am to 12pm EST, unless otherwise noted
December 12 , 2017 – Rachel Carson Room – Metadata Working Group (Lorna Schmid)

ACTIONS, DECEMBER 12, 2017

There were no actions from the December meeting.

ACTIONS, NOVEMBER 14, 2017

Action#:2017 11 14 -01	Complete
Lead:	FGDC Secretariat
Action:	Ken Shaffer will follow up with Ivan DeLoatch about having a discussion on NAIP plans for 2019 at next Executive Committee meeting.
Contact:	<i>Lucia Foulkes, FGDC OS, lfoulkes@usgs.gov</i>
Resolution/Response	USDA may request to raise this issue with the ExCom. It was not raised at the December ExCom meeting.

Action#:2016 04 12 -01	Ongoing
Lead:	FGDC Secretariat
Action:	The Secretariat will request agenda topics from the Coordination Group on monthly basis.
Contact:	<i>Lucia Foulkes, FGDC OS, lfoulkes@usgs.gov</i>
Resolution/Response	An email requesting agenda topics was sent on Nov 20 th .

PREVIOUS ACTIONS

Coordination Group Meeting Attendance, November 14, 2017

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

	Name	Organization	Agency
x	Shirley Hall	Department of Agriculture	Farm Service Agency
x	Marisa Capriotti	Department of Agriculture	Natural Resources Conservation Service
	Elizabeth (Betsy) Kanalley	Department of Agriculture	US Forest Service
	Lisa McBride	Department of Agriculture	US Forest Service
x	Carol Spurrier	Department of Agriculture	US Forest Service
	Anne Ball	Department of Commerce	National Oceanic and Atmospheric Administration
	Tony LaVoi	Department of Commerce	National Oceanic and Atmospheric Administration
x	Lynda Liptrap	Department of Commerce	US Census Bureau
x	Dierdre Bevington Attardi	Department of Commerce	US Census Bureau
	David LaBranche	Department of Defense	OASD Energy, Installations and Environment
	Randal Turner	Department of Defense	OASD Energy, Installations and Environment
	Nancy Blyler	Department of Defense	US Army Corps of Engineers
	William Nye	Department of Defense	US Army Corps of Engineers
x	Douglas (Doug) Gevert	Department of Education	
	Andrew (Andy) Dent	Department of Health and Human Services	Center for Disease Control and Prevention
	Nathan Beck	Department of Health and Human Services	Food and Drug Administration
x	Lucie Vogel	Department of Health and Human Services	Indian Health Services
	Robert Shankman	Department of Health and Human Services	Office of Preparedness and Emergency Operations
	Lew Summers	Department of Homeland Security	
	Jon Sperling	Department of Housing and Urban Development	
	Todd McNeil	Department of Housing and Urban Development	
	Cecelia Henderson	Department of State	
	Don Buhler	Department of the Interior	Bureau of Land Management
	Douglas Vandegraft	Department of the Interior	Bureau of Ocean Energy Management
	Steven Schwartz	Department of the Interior	Bureau of Ocean Energy Management
	David Duran	Department of the Interior	National Park Service
	Seshagirrao (Seshu) Vaddey	Department of the Interior	National Park Service
	Robert Welsh	Department of the Interior	Office of Surface Mining, Reclamation and Enforcement
	Christina Lett	Department of the Interior	US Fish and Wildlife Service
	Megan Lang	Department of the Interior	US Fish and Wildlife Service
x	Brigitta Urban-Mathieux	Department of the Interior	US Geological Survey
	Glenn Guempel	Department of the Interior	US Geological Survey
x	Ivan DeLoatch	Department of the Interior	USGS- FGDC OS; CG Chair
	Derald Dudley	Department of Transportation	
	Thomas Roff	Department of Transportation	
	Jimmy Amoaka-Atta	Department of Treasury	
	Tom Garin	Department of Veterans Affairs	
	Wendy Blake-Coleman	Environmental Protection Agency	
x	Chris Gao	Federal Communications Commission	
	Aluanda Drain	General Services Administration	
	Michael O'Brien	General Services Administration	
	Jacqueline Nolan	Library of Congress	
	VACANT	National Aeronautics and Space Administration	
	VACANT	National Archives and Records Administration	
	Eva Zanzerkia	National Science Foundation	
	Stuart Reiter	Nuclear Regulatory Commission	
x	Asghar Noor	Small Business Administration	
	Daniel Cole	Smithsonian Institution	
x	David Timmons	Social Security Administration	
	Other Attendees	Organization	Agency
x	Charles Hickman	Department of the Interior	US Geological Survey
x	John Mahoney	Department of the Interior	USGS- FGDC OS
x	Julie Maitra	Department of the Interior	USGS- FGDC OS

x	Ken Shaffer	Department of the Interior	USGS- FGDC OS
x	Lucia Foulkes	Department of the Interior	USGS- FGDC OS
x	Roxanne Lamb	Department of the Interior	USGS- FGDC OS
x	Vaishal Sheth	Department of the Interior	USGS- FGDC OS
x	Linda Zellmer	Geoscience Information Society; Western IL University	
x	Molly Schar	NSGIC	

Welcome and Introductions, Ken Shaffer, FGDC OS

Ken Shaffer welcomed members to the December Coordination Group meeting. Participant’s introductions were made.

Previous Meeting Action Item Review, Lucia Foulkes, FGDC OS

Actions from the November 14th meeting were reviewed.

FGDC Business Highlights, Ken Shaffer, FGDC OS

Committee Decisions

Andrea Travnicek, Ph.D., Acting Assistant Secretary for Water & Science is serving as acting FGDC Chair. Tim Petty’s nomination hearing was this week. He has been nominated to be the Assistant Secretary for Water and Science. The FGDC OS will keep the Coordination Group informed.

The FGDC Executive Committee held a workshop on December 8th to discuss the future direction of the Geospatial Platform.

Coordination Group and Steering Committee Membership Changes

Coordination Group

- Forest Service
 - Carol Spurrier, is the CG member alternate replacing Marianne Burke
- General Service Administration
 - Michael O’Brien is the CG member alternate for the General Service Administration (GSA)

Steering Committee

- General Service Administration
 - Carolyn Austin Diggs, Principal Deputy to the Deputy Associate Administrator, is the new SAOGI for GSA replacing Aluanda Drain.

Steering Committee

The next Steering Committee meeting will be held once the FGDC Chair is designated and agencies reaffirm or designate their Senior Agency Official for Geospatial Information (SAOGI), In the meantime, the Executive Committee will continue to meet and provide direction.

Executive Committee

The Executive Committee held a GeoPlatform session on December 8th. A follow up meeting is scheduled for the week of January 26th in 2018. FGDC plans to hold a similar session with the Coordination Group on January 23rd.

National Geospatial Advisory Committee (NGAC)

The NGAC meeting was held via webinar on December 11th. Agenda topics:

- FGDC Updates

- Subcommittee Reports
- Public Comment Period
- Discussion on potential future study topics

The NGAC meeting focused on the subcommittee reports and activities.

- Landsat Program
 - Task 1: The team will provide a draft paper on possible architectures for future Landsat missions to the NGAC prior to the April 2018 meeting.
 - Task 2: A draft report on temporal data cubes was provided to the NGAC for comment. The NGAC will provide comments by January 19th.
 - Task 3: A status report on the paper about fee recovery options for Landsat data will be provided to the NGAC for their review prior to the April 2018 meeting.
- Geospatial Technology and Infrastructure Subcommittee: The NGAC adopted the subcommittee's paper pending minor changes.
- Cultural and Historical Geospatial Resources Subcommittee: Will develop best practices document in 2018, and are working on a draft letter to be sent to interview subjects.
- Data as Services Subcommittee: Will develop a draft position paper by April 2018, and a final draft by September 2018. The next step is to set up a panel discussion for the NGAC with data service providers.

The NGAC will issue a call for nominations in spring 2018 for the next round of appointments to the NGAC.

NGAC 2018 meeting schedule:

- April 3-4 at DOI
- June 26-27 at DOI
- September 5-6 at the National Conservation Training Center

FGDC Coordination Group Meetings

The CG meeting dates for 2018 were presented.

National Geospatial Data Asset (NGDA) Portfolio Management

- Theme Implementation Plans: A Theme Lead meeting was held on 12/5. There is ongoing progress in the development of the Implementation Plans. An actions progress table will be inserted in themes summary reports. The plans will be posted on geoplatform.gov as they are available.
- 2017 LMA Dataset, Theme Summary and Dashboard status: By January 2018 theme leads and dataset managers will generate draft dataset reports and theme summary reports and will be shared with the Coordination Group for their review and approval.
- 2017 LMA Analysis & Recommendation Report: Will be reviewed by dataset managers, theme leads, and CG between January-February 2018.
- 2018 NGDA Web services and Metadata Project: Phase 2 of the metadata project kicks off in January 2018.
- The Coalition of Geospatial Organizations (COGO) NSDI Report Card: The FGDC continues to work with COGO to arrange meetings with their review teams and NGDA theme leads. The Elevation and Geodetic Control themes are still trying to identify review team members. Most of the themes are finalizing their draft reports. FGDC encouraged COGO to reach out the theme leads. The report card is scheduled to be released in March 2018.

Geospatial Platform Contract Support

There are 2 tasks orders supporting the Geospatial Platform.

Technical Support

- The technical team continues to support operations and maintenance of GeoPlatform.gov. There are 3 planned releases of new capability in 2018.
- Cloud hosting services: The Geospatial Platform and FGDC offer a managed service for geospatial assets to FGDC member agencies, more information at <https://www.geoplatform.gov/hosting>
- GeoPlatform Release 10 deployed on December 1st. Key features are knowledge graphs, recommender services, and new collaboration communities.

Portfolio Management

- Provides ongoing support for 2017 Lifecycle Maturity Assessment (LMA) activities.
- Continues to support A-16 communities' operations and maintenance.
- Supports NGDA database and FGDC webpages as required.
- Adjudicating theme leads comments for draft NGDA LMA dashboard.

The USGS Capital Planning and Investment Control (CPIC) activities are complete. Continue review and updating of artifacts for FY18.

Metadata Working Group, Lorna Schmid, FGDC OS

Lorna Schmid reported on the Metadata Working Group (MWG) activities. The membership of the working group was reviewed.

Activities:

- The MWG met last September. Discussion topics included Status of ISO 191** Suite of Metadata Standards, proposal for endorsement of ISO standards, best practices document review, and highlights of the ISO metadata summit.
- The Steering Committee endorsed 2 INCITS/ISO metadata standards, and 2 other metadata related standards are advancing through the FGDC approval process:
 - 19115-1:2014 Geographic information -- Metadata -- Part 1: Fundamentals and
 - 19157:2013 Geographic information -- Data quality standard
- ISO Metadata Implementation Forum: This is a monthly webinar information series for the presentation and discussion of ISO metadata implementation.
- Metadata guidance and best practice: Worked with agencies to manage documentation. Updated the NGDA Metadata Guidelines.
- ISO Metadata Summit: Participated on ISO Tools sessions, presenting 6 tools. Several presentations were made throughout the summit. Report from the summit is available online.

Next steps

- Update documentation to incorporate information on new and retired standards, and other relevant updates. Learn best way to identify metadata standards endorsed by FGDC.
- Update crosswalk towards ISO 19115-1 implementation.
- Continue to work to endorse standards through the FGDC process.
- Continue to work with geoplatform.gov and Data.gov teams on access and incorporation of agency metadata.

Geospatial Standards Activities, Julie Maitra, FGDC OS

Julie Maitra reported on Geospatial Standards activities.

FGDC Standards Working Group:

- There are 10 proposals for FGDC endorsement of external standards. Many of them pertain to the Open Geospatial Consortium (OGC) standards.

INCITS L1/U.S

- A number on international standards projects are in progress, including metadata standards such as “Preservation of digital data and metadata”.
- The membership cycle of INCITS L1 begins December 1st. To join, apply for membership at <http://www.incits.org/participation/apply-for-membership>

Standards registry

- A demo was provided by Vaishal Sheth and Julie Binder Maitra to showcase capabilities. Additional features will be added for easy search and discovery. Registry: <https://www.fgdc.gov/standards/list>

Announcement

Julie Maitra is retiring on December 31st after 33 years of service with the federal government.

Other Agency Announcement, Ivan DeLoatch, FGDC OS

No agency announcements were made this month.

Action Item Review, Lucia Foulkes, FGDC OS

There were not actions this month.

Adjourn