

Meeting Notes
FGDC Address Subcommittee
February 8, 2017
U.S. Census Bureau, Suitland, MD

In-person and On-line Attendance (21 total):

Andrew Bailey, DOI
Florinda Balfour, DVA
Dierdre Bevington-Attardi, Census Bureau
Stephani Crews-Jones, DOJ/FBI
Jonathan Duran, AR
Michael Fashoway, MT
Parrish Henderson, DOJ/FBI
Christian Jacqz, MA/Next Gen 911
Mark Lange, Census Bureau
Steve Lewis, DOT
Lynda Liptrap, Census Bureau
Rob Renner, HUD
Paul Riley, Census Bureau
Doug Schleifer, NJ
Joe Sewash, NC
Diane Snediker, Census Bureau/National Center for Education Statistics
Tim Trainor, Census Bureau
Martha Wells, Spatial Focus/URISA
Nate Workman, FEMA
Amy Youmans, FEMA
Matt Zimolzak, Census Bureau

Meeting Summary:

After brief introductions, Mark Lange (Census Bureau) began the meeting with a review of the agenda and action items from the January 11, 2017 meeting. Eleven federal agency members of the Address Subcommittee voted to accept the Address Theme definition prior to the February 8, 2017 (today's) meeting. Regular review by Census Bureau's executives discovered two grammatical errors and one inconsistency in the definition.

FGDC Address Theme Definition

The subcommittee reviewed the suggested adjustments from the Census Bureau and this led to an in-depth discussion of the reference to "features" and exclusions listed in the definition. A few of the attendees proposed that we expand the list of excluded features such as parcels and building footprints to a more comprehensive list (e.g., infrastructure assets). Other members felt that this would limit the scope and that the definition would be too unwieldy with a complete list of exclusions. After further consideration, members decided to limit the list of exclusions and eliminate the reference to "address points." The slightly revised and agreed to definition is as follows:

The Address Theme consists of the data elements, attributes, and metadata that specify a fixed geographic location by reference to a thoroughfare or landmark, or specify a point of postal delivery, or both. The address theme does not include information about occupants or addressees nor does it include parcels or building footprints that may be specified by an address. The theme may include linkages between these features and other location reference methods.

– Agreed to by Address Theme Subcommittee Membership 1/30/2017; Revised 2/8/2017

The federal agencies participating in the meeting had no objections to these improvements and this definition will be forwarded to the FGDC Coordination Group for Steering Committee vote.

Address Subcommittee Charter

Mark Lange reviewed the framework of the Address Subcommittee Charter and explained the categories that originated from an FGDC template. Some comments were received from NSGIC and members discussed several elements of the charter. The following topics and questions were discussed:

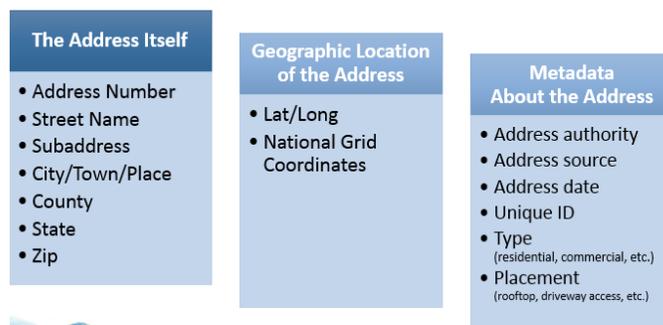
- *General Reference/Governance Board*: Earlier drafts of the charter proposed a governance board. There may not be a need for this now.
- *General Reference/NAD vs. Address Theme*: There are places in the charter that should reference the Address Theme instead of the NAD, and vice versa.
- *Objectives/Subcommittee Involvement with the NGDA Theme Management Plan*: Additional subcommittee objectives include: “Help with theme management, i.e. LMA, Strategic Plans, Implementation plans, other requirements for Portfolio Management.”
- *Scope/Operational vs. Advisory Roles*. Does the Subcommittee serve an advisory function to the theme leads? Yes, that is the Subcommittee’s primary function.
- *Add Roles and Responsibilities Section*: The Subcommittee proposed further clarification of: A matrix of partnerships, tribal, state, local governments; roles for theme leads vs. subcommittee chairs; Operational vs. advisory roles; responsibilities of federal representatives vs. supporting partners and stakeholders.

Charter feedback/revisions: Version 2 of the charter will consider all comments received prior to the April Address Subcommittee meeting on April 12, 2017.

NAD Requirements Workshop

An invitation and a pre-workshop questionnaire were recently sent to the Subcommittee members to generate workshop topics and facilitate discussions on NAD user requirements for federal agencies and interested stakeholders. The workshop will be held at DOT Headquarters (Navy Yard) on February 21st, 2017. The questionnaire includes questions regarding content, metadata, and functional requirements beyond the NAD Pilot Minimum Content Guidelines (see below).

NAD Pilot Minimum Content Guidelines



Steve Lewis provided additional guidance on how to prepare for the NAD Requirements Workshop. He described the NAD as a “bottom up database.” Federal communities have different needs for address data. The requirements in an emergency response context are different from other contexts, for example. Some states already have their own resources. Some topics and questions for the workshop may include:

- What are the individual partnership roles that emerge and how are your individual agency needs relevant to this partnership?
- How similar/different are user requirements?
- How similar/different are address collection methods?
- Can we concatenate efforts into one central effort?
- State resources and funding available to meet partnership needs
- Role of commercial agencies and governmental budget considerations in commercial purchases
- Local governments and agencies as the building blocks for the NAD.
- Address coverage; what percentage has not been collected?
- Addresses from non-automated resources
- Addresses built on zip code information
- Address locators
- Address centroids
- Prioritization of multiple addresses
- Topology
- Where are the biggest data gaps?
- Structure Access Point (used by Next Gen 911)—advisory standard
- Address data quality

A post-workshop report will be produced and distributed to the workshop participants and Subcommittee members and partners. Lynda Liptrap was proud to report at a recent FGDC Coordination Group meeting that participation in the Address Subcommittee is a national effort. Matt Zimolzak (Dataset Manager) reiterated that the Subcommittee relies on partner expertise. If you cannot participate in the workshop, Matt encourages you to send in your questionnaire responses so that your needs/topics can be considered during the Workshop.

Comments from State Partner/s: Joe Sewash (NC) and other states participated in GSS work in 2012. He expressed support for a resource like the NAD to improve quality metrics, cycles, and partnerships with state and local programs. If there are fiscal challenges to maintaining data, a national scale program may provide some impetus to continue address programs at the state and local level. In addition to

metadata, functional requirements, database requirements, etc. we also need to consider address data quality explicitly at the workshop and at upcoming Subcommittee meetings.

Additional Membership suggestions: Additional members from National Emergency Number Association (NENA) will be re-invited to participate in the Subcommittee. Subcommittee members recommended additional contacts at NENA.

NSGIC Midyear Conference Annapolis, MD: March 1, 2017 includes Address Theme topics on the agenda. There will be a presentation from the Address Theme Leads on the initial results of the workshop followed by a breakout session to discuss the Theme in greater detail.

Next Meeting:

Wednesday, March 8, 2017 from 1:00-2:30pm Eastern at the DOT (Navy Yard) and via WebEx. The results of the Feb. 21 workshop and next steps for the subcommittee will be covered.