Location: Main Interior Building  
Room 7457 (OCIO Hallway)  
1849 C Street NW  
Washington, DC 20240

AGENDA

09:00 – 09:02  Welcome  
William Mullen, DOI

09:02 – 09:10  Introductions  
Attendees

09:10 – 09:20  Role of ATWG supporting Geospatial Platform  
Jerry Johnston, DOI

09:20 – 09:30  Role of ATWG in the FGDC  
Ivan DeLoatch, FGDC OS

09:30 – 09:45  ATWG Overview  
William Mullen, DOI

09:45 – 9:55  ATWG Team Discussion  
ATWG Members

9:55 – 10:00  Action Item Review  
Tom Myers, FGDC Support

10:00  Adjourn

To join the Webinar via WebEx:

Navigate to the following:  
https://usgs.webex.com/usgs/j.php?MTID=m54644f6d6f36b4130f88a89105af5b5

Audio Conference Instructions:

Dial Toll free: (855) 547-8255  
Dial Local: (703) 648-4848  
Code: 94942701
ARCHITECTURE & TECHNOLOGY WORKING GROUP
MEETING MINUTES FROM WEDNESDAY, DECEMBER 16

MEETING MANAGER: William Mullen, DOI
MEETING HOST: Jerry Johnston, DOI
RECORDER: Tom Myers, FGDC Support
GUESTS:
Ivan DeLoatch, FGDC, Phone
Ken Shaffer, FGDC, Phone
Tod Dabolt, DOI, In-Person
John Mahoney, FGDC, Phone
Gary Latzke, USGS, In-Person
Robert Dollison, USGS, In-Person
Glenn Guempel, FEMA, Phone
Tianpu Liang, USDA, Webex
Rich Frazier, FGDC, Phone
Jen Carlino, FGDC, In-Person
Travis Hardy, HIFLD Support, In-Person
Jim Irvine, FGDC Support, Phone

Status of Actions or in-work items directly impacting the ATWG

Action Items

1.1. William Mullen to coordinate and finalize the data and time for the next WG meeting, which is tentatively scheduled for late January at DOI (MIB).
   ○ At the next meeting, the WG needs to settle on a meeting schedule for the year.
1.2. WG Members to review the draft Charter and provide comments and suggestions.
1.3. WG Members to review the process approach that was outlined by William Mullen (see attached PowerPoint slides) and provide comments and suggestions.
1.4. WG Members to identify potential non-Federal partners for inclusion in the WG.
1.5. Jerry Johnston, Tod Dabolt, Gary Latzke to coordinate on brief on Role, Historical Context, Technical Overview, and Planned Development Activities for the Geospatial Platform for January meeting.

UPCOMING EVENTS

NEXT WG MEETING: Late January, Date TBD
LOCATION: Department of Interior (MIB)
MEETING FOCUS: Role, Historical Context, Technical Overview, and Planned Development Activities for the Geospatial Platform
INTRODUCTION

The ARCHITECTURE & TECHNOLOGY WORKING GROUP met at the DEPARTMENT OF THE INTERIOR on WEDNESDAY, DECEMBER 16.

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Organization</th>
<th>Contact Info</th>
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<tbody>
<tr>
<td>William Mullen</td>
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</tr>
<tr>
<td>TBD</td>
<td>Member</td>
<td>FEMA</td>
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Working Group Support Staff

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Tom Myers</td>
<td>Facilitator</td>
<td>FGDC Support</td>
<td><a href="mailto:tmyers@usgs.gov">tmyers@usgs.gov</a></td>
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METRICS

- Reach consensus on procedures and process approach for WG meetings
- Establish baseline understanding of “core” GP requirements for FY16
- Establish the WG ops tempo
MEETING GROUND RULES:
- Be courteous and professional
- Stay involved & work to keep others active
- Talk to everyone and maintain eye contact
- Promote equal participation with advocacy/inquiry
- Remain open and objective
- Use “parking lot” as needed to avoid lengthy unproductive tangents

DISCUSSION APPROACH:
- Allow each presenter to determine how questions are handled
- State objectives of each discussion topic & the approach to be used to reach the objective
- Restate objectives if discussion warrants
- Write down consensus statements
- Confirm that at the end of the discussion to see if the Team has met the objective and issues captured for action.
- Revisit “parking lot” to assess if issue warrants further discussion in another WG meeting or in a different venue.

DISCUSSION NOTES

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<th>Item:</th>
<th>Schedule Future Meeting Dates</th>
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<tr>
<td>Lead:</td>
<td>William Mullen, DOI</td>
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<td>Desired Outcome:</td>
<td>Confirm 2016 meeting dates</td>
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<td>Additional Participants</td>
<td>ATWG members</td>
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<td>Discussion:</td>
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<td>How often should the Architecture and Technology Working Group meet?</td>
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<td>What format should these meetings take (e.g. face to face, dial-in)? Logic suggests that the first few meetings should be face to face to help build a better team chemistry. Are there preferred locations (MD, DC, VA)? Should the location be fixed or floating?</td>
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<td>2016</td>
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<td>October</td>
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**Action Items:**
- Finalize the data and time for the next WG meeting, which is tentatively scheduled for late January at DOI (MIB).
- At the next meeting, the WG needs to settle on a meeting schedule for the year.

**Item:**
**Establish roles and procedures for ATWG**

**Lead:**
William Mullen, DOI

**Desired Outcome:**
Reach consensus on procedures and process approach for WG meetings

**Additional Participants:**
Jerry Johnston, John Mahoney, Tod Dabolt

**Discussion:**
- **William Mullen:** ATWG will need to 1) establish baseline understanding of the scope for the Geospatial Platform and core developmental requirements and 2) develop a way to collect and manage suggestions. This will require close coordination with Geospatial Platform Technical & Infrastructure Teams.

- **William Mullen:** Initial goals are to 1) build a foundation for sustained success, lay out the schedule for what we are going to try to do this year, and determine annual reporting requirements. How would we like to evaluate results, if appropriate?

- **William Mullen:** We need to understand that development is limited by resources (time, funding, technology) when making recommendations. Incremental deliveries for the Geospatial Platform in January/March are fixed. The vision is that the WG will always be looking at future implementations.

- **John Mahoney:** What is the role of non-Federal participants in the WG?
  - **Jerry Johnston:** There is precedent for inclusion of non-Federal participants in FGDC working groups in a non-voting role. Would like them to be available to contribute and shape this WG moving forward.
  - **William Mullen:** There is language in the draft Charter that supports participation by non-Federal partners.
  - **John Mahoney:** The NGAC may be a good place to start. Participants have already demonstrated a commitment.

- **Tod Dabolt:** Clarified that this is an advisory group to the Managing Partners. The intent is to provide recommendations and inform decision-making.
  - **Jerry Johnston:** The role of the Managing Partners is to balance priorities and will look to the ATWG to inform this process.

**Action Items:**
- Review the draft Charter and provide comments and suggestions.
- Review the process approach that was outlined by William Mullen (see attached PowerPoint slides) and provide comments and suggestions.
- Identify potential non-Federal partners for inclusion in the WG.

**Item:**
Role of ATWG supporting Geospatial Platform

**Lead:**
TBD
Desired Outcome: Establish baseline understanding of core Geospatial Platform requirements for FY16

Additional Participants: Jerry Johnston, Glenn Guempel, Gary Latzke, Robert Dollison

Discussion:
- Glenn Guempel: Requested “deep-dive” brief on the Geospatial Platform with historical context, technical overview, and planned development activities to help clarify the scope of the WG.
  - Jerry Johnston: Good idea. We can coordinate this.
  - Robert Dollison: It would be good to understand prioritization fluxes over time related to Geospatial Platform development.
- Gary Latzke: Is the scope of the WG Geospatial Platform.gov or does it also include associated elements of the broader Geospatial Platform (e.g. shared services)?
  - Jerry Johnston: It includes all elements of the Geospatial Platform.
- Jerry Johnston: Geospatial Platform is getting ready to release shared infrastructure capability that FGDC member agencies can leverage. The intent is to provide 1) a “common good” to host some data as part of the managed cost (e.g. NGDAs as high-performing web services) and 2) a standard, managed infrastructure that partners can buy into and leverage for their applications.
  - Jerry Johnston: The shared infrastructure is built in Amazon Web Services (AWS); security up through the application server is handled (to DOI standards).
  - Gary Latzke: We can put together some information on the hosting infrastructure.

Action Items:
- Jerry Johnston, Tod Dabolt, Gary Latzke to coordinate and brief on Role, Historical Context, Technical Overview, and Planned Development Activities for the Geospatial Platform for January meeting.

LOOK AHEAD

Next Meeting: Late January, TBD
Meeting Focus: Role, Historical Context, Technical Overview, and Planned Development Activities for the Geospatial Platform
Location: DOI (MIB)