Architecture & Technology Working Group (ATWG)
Thursday, June 23, 2016
11:00 a.m. – 12:00 p.m. Eastern

Location: USGS National Center
Room 2A316
12201 Sunrise Valley Dr
Reston, VA 20192

To join the Webinar via WebEx:
Navigate to the following:
https://usgs.webex.com/usgs/j.php?MTID=m06a10741930a153bc574b0061c9e2937

Audio Conference Instructions:
Dial Toll free: (855) 547-8255
Dial Local: (703) 648-4848
Code: 80878688

AGENDA

11:00 – 11:05 Welcome William Mullen, DOI
11:05 – 11:25 Charter Status William Mullen, DOI
11:25 – 11:45 ATWG Request Tracking William Mullen, DOI
Tom Myers, FGDC Support
11:45 – 11:55 Discussion ATWG Members
11:55 – 12:00 Action Item Review Tom Myers, FGDC Support
12:00 Adjourn

Please note that times indicated on the agenda are approximate and may vary based on discussion.
ARCHITECTURE & TECHNOLOGY WORKING GROUP
MEETING MINUTES FROM THURSDAY, JUNE 23

MEETING MANAGER: Bill Mullen, DOI*
MEETING HOST: USGS
RECORER: Tom Myers, FGDC Support
GUESTS:
Jerry Johnston, DOI/IOS, In-Person
John Mahoney, DOI/USGS, Phone
Randy Warren, DOC/NOAA, Phone*
Jay Spurlin, DOC/Census, Phone*
Rob Dollison, DOI/USGS, Phone*
Ted Payne, USDA, Phone*
Jen Carlino, DOI/USGS, Phone
Jim Irvine, FGDC Support, Phone

* indicates ATWG member

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

Action Items

- Tom Myers to coordinate ATWG Request Tracker accounts for ATWG members.
- Tom Myers to ensure ATWG members are on the GeoPlatform beta test roster.

UPCOMING EVENTS
Esri User Conference
June 27 – July 1, San Diego

NEXT WG MEETING:
July TBD
Main Interior Building (MIB)
## REQUEST LIST
### CURRENT REQUESTS

<table>
<thead>
<tr>
<th>REQUEST</th>
<th>DESCRIPTION/SUMMARY</th>
<th>GEOSPATIAL PLATFORM FOCUS AREA</th>
<th>STATUS</th>
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</thead>
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### PREVIOUS REQUESTS

<p>| REQUEST                   | DESCRIPTION/SUMMARY                                                                                                                                                                                                 | GEOSPATIAL PLATFORM FOCUS AREA | STATUS |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|                                |        |
| Data Availability Reporting | Provide recommendations on data availability reporting. Can we set up notifications for services, data, and information within a particular geofence or topic area? From a marketplace perspective, users should have an awareness of data offerings without having to check back. |                                |        |
| Mobile Observation Standard | Provide requirements for a mobile observation standard. Technical Team has created a mockup for a Mobile Observation Service application. A formal standard for observations about a place doesn’t exist.                                  |                                |        |
| Service Utilization       | Provide recommendations on measuring service utilization for web services, especially those that are hosted on external websites. This may ultimately be a “report card” distributed to data providers and incorporated into the Performance Dashboard on GeoPlatform.gov |                                |        |</p>
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<thead>
<tr>
<th>Item:</th>
<th>Charter Status</th>
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<tbody>
<tr>
<td>Lead:</td>
<td>Bill Mullen, DOI/IOS</td>
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<tr>
<td>Desired Outcome:</td>
<td>Provide update on charter status.</td>
</tr>
<tr>
<td>Additional Participants:</td>
<td>Randy Warren, Jay Spurlin, Rob Dollison</td>
</tr>
</tbody>
</table>
| Discussion: | Bill Mullen, DOI/IOS: The FGDC Secretariat completed their review of the draft ATWG charter and provided an updated version. The Secretariat proposed several stylistic and content modifications to align the charter with the most current FGDC guiding documents.  
Randy Warren, DOC/NOAA: After an initial review, no items of concern.  
Jay Spurlin, DOC/Census: No problems.  
Rob Dollison, DOI/USGS: No problems.  
Bill Mullen, DOI/IOS: We will discuss the charter with Jerry before submitting to the Steering Committee for final approval. One item that stands out is the dated language concerning the past purpose of the ATWG to make federal enterprise architecture recommendations. We will report back to the group with any concerns raised by the Steering Committee. The goal is to have the charter finalized and approved in the next 2-3 months. |

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<thead>
<tr>
<th>Item:</th>
<th>ATWG Request Tracker</th>
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<tbody>
<tr>
<td>Lead:</td>
<td>Bill Mullen, DOI/IOS; Tom Myers, FGDC Support</td>
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<tr>
<td>Desired Outcome:</td>
<td>Stand up a request tracking tool to ensure ATWG perspectives are captured accurately and consistently.</td>
</tr>
<tr>
<td>Additional Participants:</td>
<td>Rob Dollison, Jerry Johnston</td>
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| Discussion: | Bill Mullen, DOI/IOS: The intent of the request tracker is to capture input from ATWG members as well as the context surrounding the request. The context is important.  
Tom Myers, FGDC Support: [Provided walk-through of the tool, illustrating how an individual would review requests and provide comments.]  
Bill Mullen, DOI/IOS: Once a request is posted, there will be a 1-2 week comment period for ATWG members to provide input. Once the comment period closes, input will be reviewed and organized by sentiment. The aggregated input will be distributed to the group and a short call will be scheduled to discuss and finalize the ATWG perspective/recommendation.  
Jerry Johnston, DOI/IOS: Agree that a system to keep track of the “punch list” – a running log of feature and change requests – would be valuable.  
Rob Dollison, DOI/USGS: Will the request tracker be integrated with existing GeoPlatform communities? |
• Tom Myers, FGDC Support: No. The GeoPlatform wiki (https://wiki.geoplatform.gov) is not integrated with existing GeoPlatform elements. It will require a separate account. Accounts will be created by the Technical Team and emailed to ATWG members.

• Bill Mullen: Once all standing requests are populated in the request tracker, instructions and next steps will be sent out to the group.

• Jerry Johnston: The timing of the next beta is mid-July. All ATWG members will be added to the beta test roster. The beta process may be a good way to kick start feature request evaluations.

LOOK AHEAD

<table>
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<tr>
<th>Next Meeting:</th>
<th>July TBD</th>
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<tr>
<td>Meeting Focus:</td>
<td>TBD</td>
</tr>
<tr>
<td>Location:</td>
<td>Main Interior Building (MIB)</td>
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