**Thursday, May 11, 2017**

1:00 PM to 3:30 PM

1500 Jefferson Street SE, Rm 2332

Olympia, Washington



**Geospatial Portal & WAMAS Steering Committees** (Monthly) **Minutes**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Topics** | **Time** | **Lead** | **Action/Follow-up** |
|  | **GPSC Welcome, introductions, assign recorder, adjust agenda** | **1:00 PM**  (5 min) | Jenny Konwinski  Tim Minter |  |
| **Management & Data** | | | | |
| 1 | * Funding status, 3m * Parcels status, 10m * Metadata status, 10m * Imagery access status, 2m * [2022 Datum](https://www.fgdc.gov/topics/new-datums) status, 5m – carry to next month’s agenda | **1:05 PM**  (30 min) | Joy Paulus  Rich Kim  Joanne Markert  Joy |  |
| **Infrastructure & Software** | | | | |
|  | **Infrastructure & Software**   * GIT Committee summary, 10m * New home for geography.wa.gov, 5m * WaTech status, 5m | **1:35 PM**  (25 min) | Jenny  Joy  Joy  Stephen Vaughn  Mike Roberts |  |
| **Applications** | | | | |
|  | **Welcome, introductions, assign recorder, adjust agenda** | **2:15 PM**  (5 min) | Jenny Konwinski  Winston McKenna |  |
|  | **WAMAS**   * Wamas.wa.gov approved * Master Address File (MAF) status * QA/QC Mapping Tool status * Retire Zip Code Layers status * Single Address Tool security design review status | **2:20 PM**  (65 min) | Jenny  David Wright  David  Jenny  Joy |  |
|  | **Closing Comments, adjournment**   * Next Meeting – June 8, 2017 – 2nd Thursday of each month | **3:25 PM**  (5 min) |  |  |

## Notes

### GPSC Welcome, introductions, assign recorder, adjust agenda

* Recorder: Jeffrey Holden, DNR

### Data

* Funding status – Joy Paulus, OCIO
  + No change since last meeting. Still awaiting final budget.
* Parcels status – Rich Kim, ECY



* + Available to State Agencies in the OCIO Box subscription
    - <https://app.box.com/login>
  + ECY and OCIO expect to publish the 2017 map service to the Geospatial Portal by the end of May 2017
  + 2017 update has numerous new normalized fields
  + Whitman County does not have a Geographic Information System, so parcels data is not available.
  + ECY manages the normalized, aggregated feature class in two versions:
    - Public Portal: Category 1 – Public Information, does not contain ownership fields.
    - Category 2 – Sensitive Information, contains ownership fields that support ECY business requirements.
  + Joy Paulus described the historical data sharing arrangements with the County Tax Assessors which include provisions to protect the data. Requesters should be directed to County Tax Assessors to obtain current, complete, authoritative parcels data.
    - Action item: Data sharing agreements must be maintained. Joy’s replacement will need to manage agreement renewals.
    - Action item: David Wright will provide a link to the parcels working group and provide data categorization information.
  + Allan Johnson asked if zoning is provided in the normalized fields. Rich Kim indicated no, zoning has not been requested before.
* Metadata status – Joanne Markert, Joy Paulus
  + During the 5/4/2017 meeting, the [WA OCIO Geographic Information Technology (GIT) Committee](https://ocio.wa.gov/boards-and-committees/geographic-information-technology-git-committee-0) requested that agencies update their geospatial metadata, due in 3 months.
    - Action item: All Washington State agencies will update, validate, and publish their metadata by 8/11/2017.
  + Agencies have published their metadata to one or more of:
    - their own, locally managed distribution websites and Web Accessible Folders (WAF)
    - the OCIO Box subscription: <https://app.box.com/login> > OCIO > MetadataWAF > <Agency Code>
    - the geography.wa.gov Data Catalog: <http://geography.wa.gov/node/111>
  + Metadata creation, validation, and publishing guidance:
    - <http://geography.wa.gov/data-products-services?qt-data_maps_apps_services=3#qt-data_maps_apps_services>
  + Jeffrey Holden asked the committee if anyone was aware of how to convert FGDC CSDGM metadata in HTML to XML? Jordyn Mitchell – CNS, (chew-n-spit).
    - FGDC Metadata Tools: <https://www.fgdc.gov/metadata/geospatial-metadata-tools>
    - USGS Chew-N-Spit (CNS): <https://geology.usgs.gov/tools/metadata/tools/doc/cns.html>
* Imagery access status – Joy Paulus
  + The Valtus contract is complete, and Joy has notified contributors that the streaming service is available. Billing is starting May 2017. Joy is working to coordinate agency funding for Geospatial Portal disk storage per one of the GIT agenda items. The GIT voted to fund 2 years for 10 TB storage for the State side. 1-foot imagery and small 6-inch footprints will be hosted on Geospatial Portal. The imagery data was delivered to Terry Curtis (DNR) Thursday, 5/4/2017. Still waiting for one dataset to be delivered from Ascent GIS (projected WA SP South zone). Terry will need to tile the data. Will Saunders (OCIO) will fill in on managing this contract until Joy’s successor is on board.
* 2022 Datum status
  + The committee postponed this item until the June meeting because of time constraints.

### Infrastructure and Software

* GIT Committee summary – Joy Paulus (update combined with other agenda items)
  + GIT members agreed to discuss improving the strategy for funding Geospatial Portal and WAMAS.
  + GIT members agreed to fund Geospatial Portal storage expansion to support the incoming aerial photography/imagery datasets.
  + GIT members agreed that agencies would complete metadata update within 3 months, due 8/11/2017.
  + Next GIT meeting is 9/4/2017.
* New home for geography.wa.gov – Joy Paulus
  + Site hosting has not been charged since 2010. WaTech will begin charging ~ $200/month to continue hosting. WAGIC presently budgets $35/month for hosting and cannot fund the added amount. OFM has funded the site in the past. Open market website hosting services appear to be less than $10/month. Joy – how do we leverage some of the servers we already have? Can we use one of IIS servers in the Geospatial Portal? The website is 14 pages, with 1700 users in the last month. Joy has requested an estimate from WaTech to configure Drupal and import. David Wright – Drupal can be difficult to support on IIS.
  + Will asked if the geography.wa.gov information could be merged with the OCIO’s content management system. After discussion, Joy said she would move geography.wa.gov to the OCIO’s content management system. Will indicated that this work could be an opportunity for an Open Data intern that he is coordinating. David noted that he could provide ideas for WAMAS and other open data-related projects as well.
* WaTech status, 5m
  + Mike Roberts – FME appears to be working and stable, and the warm spare update is in progress. David is validating the FME installation and configuration at DOR with no problems at this point.
  + Mike – the MAF QA/QC tool deployment to the test environment needs to be scheduled.
    - On agenda for today’s meeting
  + Melissa Data update scheduled for Friday.

### Applications

Attendees - Allan Johnson, Jason Matthiessen (Pierce County), Winston McKenna, Joanne Markert, Joy Paulus, Jenny Konwinski, Will Saunders, David Wright, Christina Kellum, Tim Minter, Alan Smith, Rich Kim, George Alvarado, Eric Hagenlock

WAMAS

* Wamas.wa.gov approved
  + Can now be used. Note - Have to go through OCIO (Angela Knight) to submit a request for a DNS.
  + Jenny Konwinski – Redirect update timeline is unclear but in progress.
* Master Address File (MAF) status
  + Version 4 of the data almost complete, still not cross-referenced. Distinct addresses from all data sources. David will place CSVs on Box (4 files). 980, 981, 982 are the remaining ZIPs to be processed. DOR is calling MAF Category 2. (Have to validate – licensed data carries redistribution restrictions. Some MAF contents are most likely extracted from licensed data.)
  + Street Centerlines discussion: DOR will share composite of street centerline data (32 counties, originated by counties, 5 largest counties have not been added to the street centerline locator). WSDOT has Allroads geometry. Alan Smith – is the DOR data conflated? David – no (ish?) Conversation ensued. WSDOT may be able to participate in a pilot project to validate. Stevens County was suggested because of overlap with other transportation-related projects.
  + David – will load address point layer to Box. Also parcels centroids. Harvesting data from Open Address for cities that have published it.
  + Craig Erickson (DOH) will add to the cascading geocoder service when ready.
  + David would appreciate ETL support.
* QA/QC Mapping Tool status
  + David deployed at DOR to test data revision cycle. Will coordinate with Jenny about two weeks from now (week of 5/22). Jenny will coordinate with WaTech staff.
  + Jenny - Need to get the tool working in the WaTech test environment as well.
  + Prod version – will have initial screening via whitelist access to tool, but also need tracking of editors making changes and the ability to easily identify individuals in case rollbacks are needed. Joy suggested that editors have a fixed IP address and be tracked through Splunk. David stated that Splunk may not be enough to confirm edits are coming from an authoritative, approved source and wants to discuss other tracking options.
  + WA state agency staff are target users, not local address administrators.
* Retire Zip Code Layers status
  + Jenny - Public version: In addition to zip, other layers need to be updated - county boundaries, major public lands (DNR); UGA, NHD (ECY); Puget Sound Partnership Action Areas (maybe), and wellhead protection zones (DOH). Discussion to understand data update process, likely schema changes, and effects of those changes on the current service.
  + Because it was developed by ECY staff, Christina will follow up with Ewan Whitaker to determine next steps and coordinate updates with Jenny.
* Single Address Tool security design review status
  + Joy – document is complete, but has not submitted it. Accesses MAF. No Streetmap. Suggestion to keep it separate from the QA/QC Mapping Tool security design review. Need WAMAS developer names as co-owners.
    - David Wright (DOR) – QA/QC Mapping Tool
    - Craig Erickson (DOH) – Single Address Tool

### Closing Comments, adjournment

* Group – Thanked Joy for her dedication and service.
* Joy Paulus – These committees are the only Washington State cross-agency collaboration groups that are still functioning and getting work done.
* Joy Paulus – Working to complete a new GIS contract for cloud services via NASBO, completing before retiring.
* Next Meeting – June 8, 2017 – 2nd Thursday of each month

## Action Items

* All Washington State agencies will update, validate, and publish their geospatial metadata by 8/11/2017
* The parcels data sharing agreements among OCIO and the County tax assessors offices must be maintained. Joy’s replacement will need to manage agreement renewals. Who will transfer this responsibility to Joy’s successor?
  + David Wright will provide link to parcels data categorization information. Parcels data are Category 1 – Public Information per <https://depts.washington.edu/wagis/projects/parcels/group/>

RCW 42.56.070 prohibits the release of lists of individuals requested for commercial purposes. The requester expressly represents that no such use of any such list will be made by the user or its transferee(s) or vendee(s).

*So per RCW; the data is public as long as it’s not resold or used for commercial purposes.*

* Clear Dan Saul out of the Outlook meeting lists, etc. Also, Tim Minter does not have the current GPSC / WAMAS meeting in the Outlook Calendar. Can someone update the meeting invitation lists with the current GPSC / WAMAS representatives and other participants?
* Identify new / interim OCIO Representative before the 6/8/2017 meeting.

## GPSC Participants

[Agency Codes and Authorized Abbreviations](http://www.ofm.wa.gov/policy/75.20.htm) | participating in today’s meeting –

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Org** | **Representative** | **Also participating** | **Org** | **Representative** | **Also participating** |
| DNR | Brad Montgomery | Betty Austin, Terry Curtis, Abby Gleason, Jeffrey Holden, Caleb Maki | COM | Allan Johnson |  |
| DFW | Brian Fairley | Randy Kreuziger, Chris Marsh | PARKS | Kathryn Scott |  |
| DOT | Alan Smith | Tess Starr, Jordyn Mitchell | DOL | Tom Williams |  |
| ECY | Christina Kellum | Rich Kim | RCFB | Greg Tudor |  |
| DSHS | Tim Minter | George Alvarado, Steve Leibenguth | TSC |  |  |
| DOR | David Wright |  | JLS | Brad Ellis |  |
| DOH | Craig Erickson | Scott Kellogg | CRAB | Eric Hagenlock |  |
| L&I | Winston McKenna |  | DAHP | Morgan McLemore |  |
| WSP | Louis Hurst |  | UTC | Brian Gillespie | Rey Dejos |
| DES |  |  | PSP | Greg Tudor |  |
| OFM | Mike Mohrman or Tom Kimpel | Laurie Wood | SCC | Brian Cochrane |  |
| LCB | Kevin Duffy |  | WSRB | Chris Jansen |  |
| AGR | Perry Beale |  | LEAP | Curtis Gilbertson |  |
| SPI | Cathy Walker |  | OCIO | Joy Paulus | Will Saunders |
| MIL | Rick Geittmann | Jonathan Cochran, Matt Modarelli | WaTech | Jenny Konwinski | Mike Roberts, Stephen Vaughn |

## WAMAS Meeting Participants

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Org** | **Representative** | **Also participating** | **Org** | **Representative** | **Also participating** |
| OCIO | Joy Paulus | Jenny Konwinski | WaTech | Mike Roberts |  |
| DSHS | Steve Leibenguth | Tim Minter | DOR | David Wright |  |
| LNI | Winston McKenna |  |  |  | See participation list at start of notes section. |

## References

### Geospatial Portal

* [Washington State Geospatial Portal](http://geography.wa.gov/)
* [Geospatial Portal – Shared GIS Infrastructure](http://ocio.wa.gov/geospatial-program-office/geoportal-shared-gis-infrastructure)
* [Geospatial Portal Technical Resources](https://ocio.wa.gov/geoportal-shared-gis-infrastructure/geoportal-technical-resources) > [Portal Operations – Roles & Responsibilities](https://ocio.wa.gov/sites/default/files/public/Geospatial/Geospatial%20Portal%20Operations%20Roles%20and%20Responsibilities%20V4.0.pdf)
* [Geospatial Portal Steering Committee](https://ocio.wa.gov/geographic-information-technology-git-committee/geospatial-portal-steering-committee)
* [Geographic Information Technology Committee](https://ocio.wa.gov/boards-and-committees/geographic-information-technology-git-committee-0)
* [Washington State Office of the Chief Information Officer](http://ocio.wa.gov/)

### Washington Master Addressing Services

* [Washington Master Addressing Services (WAMAS)](https://ocio.wa.gov/geospatial-program-office/washington-master-addressing-services-wamas)
  + [Training Guide](http://wa-geoservices.maps.arcgis.com/apps/MapJournal/index.html?appid=db7a2b3b33184692a3d473ec04776127)
  + [Technical Support](https://ocio.wa.gov/washington-master-addressing-services-wamas/wamas-technical-support)
  + [Technical Documentation and Flyers](https://ocio.wa.gov/washington-master-addressing-services-wamas/wamas-technical-documentation-flyers)
  + [Accessing WAMAS Services](https://ocio.wa.gov/washington-master-addressing-services-wamas/accessing-wamas-services)
* [Master Addressing Steering Committee (WAMAS)](https://ocio.wa.gov/geographic-information-technology-git-committee/master-addressing-steering-committee-wamas)