**Thursday, March 8, 2018**

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) | Tim Minter, Chair |  |
| **Management & Data** | | | | |
| 1 | * Geospatial Portal simplification at one year (or so) * Identify and prioritize improvements for Geospatial Portal * Action items quick status check   + 4/30/2018 migrate catalog to geo.wa.gov   + 4/30/2018 metadata migration to item properties * Parcels availability & retention   + How many releases to publish? * Change management approaches   + Few changes – service change (e.g. DSHS [Open Data](http://geo.wa.gov/datasets/5a05e53c0ab942aeacde08f9d3d673f0_0) | [Item Details](https://www.arcgis.com/home/item.html?id=5a05e53c0ab942aeacde08f9d3d673f0) – these links won’t work after 3/19/2018)   + Many changes – site migration (e.g. DNR map service renaming) * [RCW 58.20 Washington Coordinate System](http://app.leg.wa.gov/rcw/default.aspx?cite=58.20&full=true) proposed changes – Status | **1:05 PM**  30m  5m  10m  15m  2m | Tim Minter  All  All  Christina Kellum / Rich Kim  Joanne Markert / All  Joanne |  |
| **Infrastructure & Software** | | | | |
|  | * Hosting status * WaTech update | 5m  5m | Joanne Markert  Bill Moneer |  |
| **Applications** | | | | |
|  | WAMAS Welcome, introductions, assign recorder, adjust agenda | **2:15 PM**  (5 min) | Joanne Markert  Winston McKenna |  |
|  | **WAMAS**   * Meeting cancelled 3/7/2018 | **2:20 PM** |  |  |
|  | **Closing Comments, adjournment**   * Next Meeting – April 12, 2018 – 2nd Thursday of each month | **3:25 PM**  (5 min) |  |  |

## Notes

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

* Recorders: Joanne Markert, Tim Minter, & Christina Kellum

### Management & Data

* Geospatial Portal simplification at one year (or so)



* + Tim Minter led a discussion of progress shown in the PDF embedded above. <http://geo.wa.gov> was identified as the single point of access and has been provided to data consumers. The system components have been simplified and de-duplicated. Publishing guidelines have been established and shared to agency data managers. Agency participation in the GPSC has increased.
  + Joanne Markert noted that she is working toward using Google Analytics (GA) to monitor, analyze, and report on usage of geo.wa.gov. She will need to have a security design review performed to use GA. The GPSC is interested to know if we will see growth or if we will have a way to gauge use by the public as opposed to other Washington State agencies. Agencies would like to know how data consumers navigate to various agency sites through geo.wa.gov. Some agencies are using the pattern to share their items directly to geo.wa.gov without setting up an Open Data site. DSHS plans to retire their Open Data site to save on maintenance costs, and will share directly to geo.wa.gov.
  + The GPSC discussed the self-serve pattern of use. Credit consumption for data storage and other items came up. Esri provides credit documentation here: <http://doc.arcgis.com/en/arcgis-online/reference/credits.htm>.
* Identify and prioritize improvements for Geospatial Portal



* + The GPSC discussed next steps for improvements to the Geospatial Portal. Notes from that discussion are included in the DOCX embedded above.
* Action items quick status check
  + 4/30/2018 migrate catalog to geo.wa.gov
    - Brief status discussion. Agencies did not express concern about meeting the deadline.
  + 4/30/2018 metadata migration to item properties
    - Brief status discussion and notes on workflow. Agencies did not express concern about meeting the deadline.
* Parcels availability & retention
  + Joanne would like to see if we can coordinate to reduce contact with the County appraisers. ECY, DOR, OFM, DAHP, MIL and others are known to request parcels data from the Counties. We need to put together a work group to devise a plan to lower impacts to the appraisers.
  + How many releases to publish?
    - Joanne
      * What do the agencies need?
        + Maybe keep old datasets in Box.com.
      * What is needed for public access?
    - Geo.wa.gov – 2 years, keep current year URL the same over time. This will support applications that use the current parcels.
    - The rest of the releases can be stored in WaTech’s Box.com subscription. Joanne indicates that there is no storage cost about which we should be concerned.
    - Eric Hagenlock noted that there may be records retention requirements and protocols.
    - OCIO will coordinate with ECY for removing the parcels data from ECY’s website.
    - Joanne will research agreements with Counties regarding acquisition and use of the parcels data.
* Change management approaches
  + Few changes – service change (e.g. DSHS [Open Data](http://geo.wa.gov/datasets/5a05e53c0ab942aeacde08f9d3d673f0_0) | [Item Details](https://www.arcgis.com/home/item.html?id=5a05e53c0ab942aeacde08f9d3d673f0) – these links won’t work after 3/19/2018)
  + Many changes – site migration (e.g. DNR map service renaming)
    - GPSC discussed the need for change management as related to web services without any resolution. There may be existing OCIO policy to which we can refer. Failing that, we may be able to come to agreement on a sensible advance notification approach.
* [RCW 58.20 Washington Coordinate System](http://app.leg.wa.gov/rcw/default.aspx?cite=58.20&full=true) proposed changes – Status
  + Did not pass out of rules committee, will try again next year.

### Infrastructure & Software

* Hosting status
  + No changes, no update.
* WaTech update
  + No changes, no update.

### Closing Comments, adjournment

* Next Meeting – April 12, 2018 – 2nd Thursday of each month

## Action Items

* Joanne will look into OCIO geospatial standards and recommend any simplification to the group for review.
* Tim to provide URL to “list of names for commercial purposes” legislation.
  + RCW 42.56.070 (8): <http://apps.leg.wa.gov/rcw/default.aspx?cite=42.56.070>
  + Open Government Resource Manual, Ch. 1.6A: <http://www.atg.wa.gov/open-government-internet-manual/chapter-1>

## GPSC Participants

Joey Bisig

[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, Pat Beehler | COM | Allan Johnson |  |
| DFW | Brian Fairley | Randy Kreuziger, Chris Marsh | PARKS | Brian Hall |  |
| DOT | Alan Smith | Tess Starr, Jordyn Mitchell, Julie Jackson, Eric Jackson, Allen Blake | DOL | Tom Williams | Beth Plunkett |
| ECY | Christina Kellum | Rich Kim | RCFB | Greg Tudor |  |
| DSHS | Tim Minter | George Alvarado, Steve Leibenguth | TSC |  |  |
| DOR | David Wright | Austin Hildreth | JLS | Brad Ellis |  |
| DOH | Craig Erickson | Scott Kellogg | CRAB | Eric Hagenlock |  |
| L&I | Winston McKenna | Bryan Huebner | 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 | Joanne Markert | Jenny Konwinski, Will Saunders |
| MIL | Rick Geittmann | Jonathan Cochran, Matt Modarelli, Dan Miller | WaTech | Bill Moneer |  |

## References

### Geospatial Portal

* [February 2018 meeting minutes](https://ocio.wa.gov/sites/default/files/public/Geospatial/WA-OCIO-GIT-GPSC%20WAMAS%2020180208%20Minutes.docx?3azzuir)
* [Geospatial Portal – Shared GIS Infrastructure](http://ocio.wa.gov/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)

### Washington State Office of the Chief Information Officer Policies

* [All](https://ocio.wa.gov/policies) | [Geospatial](https://ocio.wa.gov/policies?combine=geo) | [Open Data](https://ocio.wa.gov/policies?combine=Open+Data) | [Security](https://ocio.wa.gov/policies?combine=secur)