

Minnesota Geospatial Advisory Council Committee/Workgroup Work Plan

Work Plan for 2024

Planned Activities and Deliverables:

Full Committee/Leadership Team

- Conduct at least three meetings of the full committee during 2024
- Conduct at least four meetings of the leadership team (Chair, Co-chair, and Project Team chairs)
- Continue efforts to cleanup committee's online presence and bring efficiency to its IT infrastructure
- Randy Knippel to serve as EPC liaison to the [Metropolitan Emergency Managers Association](#) (MEMA) by attending that association's monthly meetings

Critical Infrastructure Assessment (CIA) Project Team – *MGAC PRIORITY*

- Conduct at least three meetings of the Project Team during 2024
- Document a long-term workflow to keep fire, law enforcement verified annually by MN counties
- Document a long-term workflow to maintain the critical infrastructure resource list on the MnGeo website
- Coordinate with and contribute to GAC committee to establish National data relationships (Alison Slaats)
- Coordinate with and contribute to GAC workgroup to conduct outreach related to core critical infrastructure layers
- Provide critical infrastructure data status review for the MN State Hazard Mitigation Plan

Geospatial Assistance (GA) Project Team (currently inactive)

- Conduct at least three meetings of the Project Team during 2024
- Complete charter and work plan and receive approval from the EPC Leadership Team
- Develop first draft of procedures to help emergency managers understand steps for requesting aerial imagery and/or GIS support from federal, state and private assets

Underground Utilities Mapping (UUM) Project Team – *MGAC PRIORITY*

- Conduct at least four monthly meetings of the Project Team during 2024
- Complete development of a statewide system (fuzionview.org) which can aggregate diverse utility geospatial data and make same available for testing by select utilities and others
- Deliver at least one presentation about overall team efforts at an established community appropriate conference (or webinar)
- Publish at least one article about the Project Team in a publication of importance to the industry
- Continue efforts to develop project champions in the underground utility and regulatory communities

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U.S. National Grid (USNG) Project Team – *MGAC PRIORITY*

- Conduct quarterly meetings of the USNG Implementation Work Group
- Complete development of the USNG Institute’s three sponsored websites
- Develop documentation for USNG map production
- Assist other government entities with publication of USNG maps for their areas of responsibility
- Complete USNG map and mapbook publishing application on USNG Center (www.usngcenter.org)
- Continue development of USNG instructional videos
- Conduct workshops and presentations

Roles and Responsibilities:

Role	Name	Affiliation
Chair - EPC	Steve Swazee	Executive Director, SharedGeo
Vice Chair - EPC	Randy Knippel	GIS Manager, Dakota County
Chair - Critical Infrastructure Assessment (CIA) Project Team	Stacey Stark	Associate Director, U Spatial
Chair - Geospatial Assistance (GA) Project Team (inactive)	Brian Huberty	Retired USFWS remote-sensing expert
Chair - Situational Awareness Sharing Initiative (SASI) Project Team (pending)	Steve Swazee	Executive Director, SharedGeo
Chair - Underground Utilities Mapping (UUM) Project Team	Barb Cederberg	COO, Gopher State One Call
Chair - U.S. National Grid (USNG) Project Team	Randy Knippel	GIS Manager, Dakota County

- Project Teams vary greatly in size but must have a minimum of five participants to be approved by the EPC Leadership Team. It is anticipated that in 2024, more than 50 individuals will be participating in EPC Project Team activities.

Resources:

- Committee members primarily rely on resources available to them through their employer, with their employer’s endorsement:
 - Time commitment
 - Software and hardware
 - Expenses
- EPC’s dedicated Zoom, YouTube, Twitter, Facebook, Eventbrite and Mail Chimp accounts
- EPC’s developed WordPress based online collaborative system for supporting back office administrative functions
- SharedGeo funding and resources

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Committee/workgroup needs:

- Through access to the above described resources, it is believed the EPC has all items necessary to successfully commence and complete operations as envisioned during this calendar year

Dependencies and Interrelationships:

- Other MGAC committees/work groups that depend on this committee's success or vice versa:
None known
- Describe any relationships that exist with other committees/work groups: Contributing to Nationwide and Commercial Data Assets
- Other: Through the legislation enacting the MGAC, this Committee occasionally requires the following support from MnGeo:
 - Administrative assistance
 - Hosting of EPC products
 - Promotion of EPC efforts with the state's interagency

Risks:

- List risks which could impede the Project Team's ability to successfully accomplish its goals.
 - Volunteer support and engagement erodes
 - Stakeholders refuse to support efforts
- List steps which can be taken to mitigate the risks?
 - Ensure the EPC's Project Teams have solid leadership, as well as access to responsive and effective administrative support
 - Use outreach to highlight the value of Project Team efforts to stakeholders, team employers/participants, Minnesota government and the public

Additional Comments:

- Although not an official Project Team, the 20 plus individuals who have volunteered to be available to assist other GIS personnel during disasters have now formally agreed to review and update the Geospatial Emergency Management Specialist (GEMS) training program previously created by the EPC's Education Work Group in 2010. This effort was planned to get underway in January 2022, but to date no action has occurred.
- In 2024, in addition to considerable manhours, SharedGeo anticipates it will donate at least \$500 to the EPC to pay for direct administrative costs (Zoom, etc.)
- Chair Swazee firmly believes the extent of EPC activities clearly demonstrates the need for a dedicated, full-time support employee assigned to MnGeo. This concept was previously discussed during creation of legislation which brought into existence the MGAC and MnGeo. It is believed the return on investment through use of GIS as a force multiplier in the Emergency Service Sector to save lives and reduce suffering in Minnesota would far exceed the additional expenditure required to create the position.

Date Approved by the Minnesota Geospatial Advisory Council: