

Minnesota Geospatial Advisory Council
Committee/Workgroup Work Plan

Work Plan for CY 2025/Transition to MN FY 2026

Planned Activities and Deliverables:

Full Committee/Leadership Team

- Conduct at least three meetings of the full committee during CY 2025
- Conduct at least four meetings of the leadership team (Chair, Vice-chair, and Project Team chairs)
- Continue efforts to cleanup committee's online presence and bring efficiency to its IT infrastructure and plan for handoff of the same
- Britta Maddox 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 CY 2025
- Document a long-term workflow to keep fire, law enforcement verified annually by MN counties
- Resolve discrepancies between critical infrastructure data sets posted to the MnGeo critical infrastructure data page and those found on MnSAV
- Document a long-term workflow to maintain the critical infrastructure resource list on the MnGeo website
- Coordinate with the Data Endorsement Workgroup to develop procedures for “endorsing” critical infrastructure data sets
- Develop at least one CI data set that is approved through the endorsement process
- Coordinate with the Contributing to Nationwide and Commercial Data Assets Workgroup to ensure distribution of any data sets created by the CIA Project Team

Geospatial Assistance (GA) Project Team (Activated CY 2025)

- Conduct at least three meetings of the Project Team during CY 2025
- Complete charter and work plan and receive approval from the EPC Leadership Team
- Develop first draft of procedures to help Emergency Services Sector (ESS) personnel understand steps for requesting aerial imagery and/or GIS support from federal, state and local assets
- Evaluate the potential for creating a website/decision support/AI system to guide ESS personnel on where to acquire imagery to help respond to incidents and disasters

Underground Utilities Mapping (UUM) Project Team – MGAC PRIORITY

- Conduct at least four monthly meetings of the Project Team during CY 2025
- Complete deployment of a statewide system which can aggregate diverse utility geospatial data sets and make visible in Minnesota's 811 system (fuzionview.org)
- 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
- Prepare to close project and transition to an industry hosted effort which will steer future development

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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)

Roles and Responsibilities:

Role	Name	Affiliation
Chair - EPC	Steve Swazee	Executive Director, SharedGeo
Vice Chair - EPC	Britta Maddox	PSDS Fire RMS Administrator, Coon Rapids Fire Department
Chair - Critical Infrastructure Assessment (CIA) Project Team	Stacey Stark	Associate Director, U Spatial
Chair - Geospatial Assistance (GA) Project Team	Brian Huberty	USFWS remote-sensing expert (retired)
Chair - Situational Awareness Sharing Initiative (SASI) Project Team (anticipating initiative will be absorbed into Minnesota Geospatial Commons)	Steve Swazee	Executive Director, SharedGeo
Chair - Underground Utilities Mapping (UUM) Project Team	Kelly Connell	COO, Gopher State One Call
Chair - U.S. National Grid (USNG) Project Team	Randy Knippel	Retired 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 2025, more than 50 individuals will be participating in EPC Project Team activities.
- With Britta Maddox joining the EPC, leadership team believes potential exists for bringing on additional personnel from the ESS community.

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, LinkedIn Groups, Mail Chimp, and WordPress accounts
- 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:
 - Data Endorsement
 - Contributing to Nationwide and Commercial Data Assets
- Describe any relationships that exist with other committees/work groups:
 - Data Endorsement – policy as set by this group will determine how data developed by the EPC's Critical Infrastructure Assessment Project Team will get endorsement for data sets that it produces
 - Contributing to Nationwide and Commercial Data Assets - The EPC's Critical Infrastructure Assessment Project Team will rely on this group to distribute any data sets the project team creates
- 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 2025, in addition to considerable manhours, SharedGeo anticipates it will donate at least \$500 to the EPC to pay for direct administrative costs (Zoom, etc.)
- As has been previously reported over the past decade, Chair Swazee firmly believes the extent of EPC activities clearly demonstrates the need for at least one, preferably two, dedicated, full-time, support employees assigned to MnGeo. This concept was previously discussed during creation of legislation which brought into existence the MGAC and MnGeo. It is believed the

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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(s).

A draft document supporting this concept was submitted to the state GIO in June, 2024. Also, Chair Swazee acknowledges that to the extent its resources will allow, MnGeo has been actively engaged in creating movement on this issue by providing a consistently increasing level of support to the EPC during the past year.

Date Approved by the Minnesota Geospatial Advisory Council: