



**Indiana GIS Volunteer Corps
Committee Meeting Minutes
August 11, 2009**

Due to a scheduling error, there were several meetings. From now on, all meetings will be 11:30 -12:30 unless advised by the committee members. Sorry for any confusion this may have caused.

Participants:

Christina McCullough
Becky McKinley
John Milburn
Bruce Nielsen
Diane Osborne
Kenny Streett
David Surina
Phil Worrall

Call to Order and Introductions:

The meeting was called to order by Christina McCullough.

Approval of Agenda:

The agenda was approved without modification.

Approval of Previous Meetings Minutes:

The agenda was approved without modification.

News and Announcements:

There were no news and announcements.

Defense Connect Online (DCO):

Defense Connect Online (DCO) is a secure DOD approved web based software application that allows for communication via computer systems. The link for our meeting room is <https://connect.dco.dod.mil/igvc>. We will keep this link for future use. Most of the committee members were able to connect to DCO. Although, we did not have 100% connectivity, we did have positive feedback for the application. The chat, presentation, notes, and document upload and download were favorable received by the committee members.

Due Outs for DCO:

Need to allow other participants to post data and have presenter status.
Upload DCO help document.

Volunteer Membership:

Currently, there are 25 members and volunteers. Thank you for those who have updated their information. However, there are some blanks in the spreadsheet. There are additional columns that have been added due to idea compilation. The spreadsheet columns include first name, last name, email, personal email, committee member (marked with an X), volunteer (marked with an X), work phone, cell phone, fax, work address, city, zip code, plus 4, position, company, VOL_LEVEL (local, state, federal, education, public, private), county HOR (home of record – county you live in), software and skills. Software and skills will need to be itemized in a finer detail at a later time when we are more established.

Christina M will send out personal emails to the members to complete the required information.

Survey Monkey Questions:

Please submit question suggestions ASAP to Christina M. All questions will be submitted to the committee for approval. The first set will provide an introduction to our group and awareness for FEMA's NIMS. The second set of final questions will be more specific towards and are not limited to software and knowledge base capabilities. **All members are asked to submit questions to the list for a better rounded focus of questioning.**

Here are some questions listed below:

1. Are you familiar with the National Incident Management System (NIMS)?
2. Are you familiar with the Incident Command System (ICS)?
3. Have you taken any ICS's courses?
4. Have you provided GIS support during an emergency?
5. Do you know your County Emergency Management Agency (EMA) director?
6. Do you know your IDHS District Coordinator?
7. Have you registered your contact information in Ramona?
8. Have you used FEMA's HAZUS modeling software?
9. Would you consider becoming an IGVC volunteer?

Training:

Below is a list of recommended training for all emergency support personnel. Each class can take about 1-2 hours to complete. These classes are designed to provide an introduction to the NIMS processes and procedures prior, during and after emergencies. Christina M is tracking the completion of the courses in the master spreadsheet. These classes are recommended and not mandatory at this time for the committee.

The IGVC Training document will be sent out to all members. The document includes the class title, description and link to the class.

Recommended Training:

Incident Command System (ICS) 100 Training
Incident Command System (ICS) 200 Training
Introduction to the National Incident Management System (NIMS) (IS-700.a)
Introduction to National Response Framework (NRF) (IS-800)
National Infrastructure Protection Plan (NIPP) (IS-860.a)

Critical Training for IDHS EOC Support:

Handling of Protected Critical Infrastructure Information (PCII)
Handling of Chemical-terrorism Vulnerability Information (CVI)
WebEOC Introduction

Indiana Association of Counties:

Phil mentioned that at this time it is too late for abstract submissions.

Local Coordinator's Meeting:

Christina M will present at the Local Coordinator's Meeting 10:45 – 11:00. Christina M will create a rough draft of the presentation for review at the next committee meeting. The focus of the presentation will be to introduce the Indiana GIS Volunteer Corps, NIMS and ICS.

Documentation:

The following documents are to be used as guidelines for our Standard Operating Procedures. John M has offered his assistance for this project.

CTASC GIS Emergency Management Implementation Plan

CTAS GIS Emergency Management Implementation Plan is a well written document which includes the processes and procedures for supplying GIS product support during and after an emergency event.

Federal Interagency Geospatial Concept of Operations (GeoCONOPS)

The Federal Interagency GeoCONOPS was introduced to the committee during this meeting. Discussion towards this document will be discussed more in detail during the next committee meeting. The document was written to identify and align the geospatial resources that are required to support the NRF, ESF, and supporting federal mission partners. Geospatial products and intelligence play a key role in the Department's preparation for disasters and its response to them; they are used to help assess damage, aid in search and rescue (SAR) and debris removal, and support incident management. More discussion will

IGVC Brochure and Information Document:

Phil Worrall suggested that a brochure and a two page information pamphlet be written to promote the committee goals and objectives. The documents will include the committee's roles, responsibilities and training requirements / credentials. The documents will also be used for potential grant submittals. Kenny S has offered his assistance for creating these documents.

Miscellaneous Tips and Tricks:

Our conversations seem to not be limited to the agenda above. Therefore, I thought I would add this section at the end of our minutes. Below are a couple of follow ups to random topics mentioned during the meeting. If anyone would like to add these items to the agenda, please let me know.

Open Source Software:

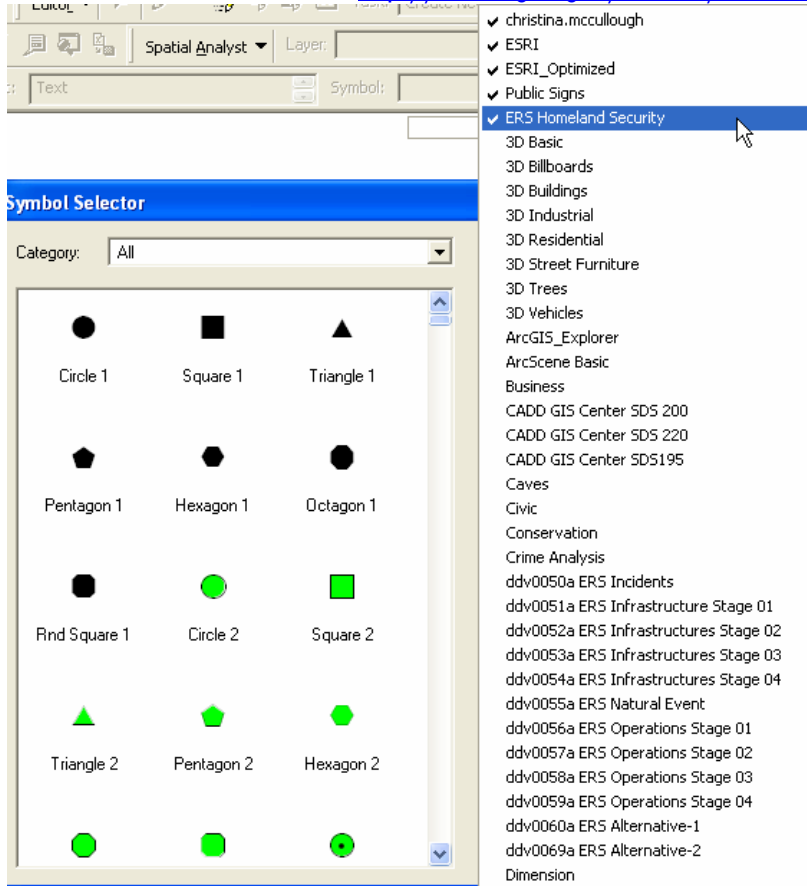
Kenny S mentioned that FalconView is an open source GIS mapping application created by the Georgia Tech Research Institute for the Department of Defense, <http://www.falconview.org/trac/FalconView>. A brief overview of the software's capabilities with screen shots are listed here, <http://www.falconview.org/trac/FalconView/wiki/OpenSourceFeatures>.

ESRI 9.4

Becky M mentioned that ArcView 9.4 includes a search engine for ArcCatalog metadata.

HSWG Symbology:

Christina M mentioned that ArcMap 9.3 has included the Homeland Security symbology in the standards style. The image below displays the location and name of the style. Additional information can be viewed at <http://www.fgdc.gov/HSWG/index.html>.



Upcoming Meeting Schedule:

- Tuesday, September 15, 2009, 11:30am -12:30pm
- Tuesday, October 13, 2009, 11:30am -12:30pm
- Tuesday, November 10, 2009, 11:30am -12:30pm
- Tuesday, December 08, 2009, 11:30am -12:30pm