



**IndianaMap Steering
Committee Planning Meeting
Minutes
April 21, 2009**

10:00 am – 11:30 am
Conference Call

Attendees:

Bill Holder, Rick Hill, Jim Sparks, Phil Worrall

Topic:

Initial planning session to define initial committee priorities, action items, and determine a date for the first committee (Kickoff) meeting.

Based on upcoming staff changes at IGS, the committee's initial priorities will stay away from new IndianaMap development, and focus on planning topics.

Committee Priorities:

- 1) Form a subcommittee to develop and implement a plan to update the Ramona inventory with current Indiana GIS contacts and an up to date inventory of framework GIS data.
- 2) Form a subcommittee to help define and develop IGIC's Statewide Data Integration Plan for the State of Indiana GIO.
- 3) Form a subcommittee to develop and recommend a “formal priority list” for the ongoing and new development of the IGS - IndianaMap viewer, UITS - Data Store, and the IGIC – IndianaMap.org web site.

Action Items:

We set a date for the first committee meeting for Thursday, May 21 [how about @9:30 am – 12:00 pm at the IGIC office]. The plan is to have our initial committee membership and the meeting agenda in place and distributed on Thursday, May 14, 2009.

- 1) Identify and invite IGIC Council Member and Invited Committee Members to participate on the committee. Jim & Phil will identify “State Government” participation, Bill and Phil will identify IGIC Council and “other” participants. Bill & Phil will then contact everyone on both list and personally invite them and ask for their participation.
- 2) Phil will contact RAMONA POC (NSGIC - Boyce Tomlin) to discuss tools (survey, email reminders, etc..) that NSGIC can implement to encourage State and local City/County government data stewards to update / maintain their Ramona data inventory.

- 3) Phil will ask Janet to update IGIC's master spreadsheet of County / City GIS Coordinator contacts to help support our Ramona survey / update request.
- 4) Phil will contact NSGIC about availability of the new Strategic & Business Plan templates for our use.
- 5) Phil will contact Jenny about our IndianaMap.org web site development and discuss timing for its release, and demo at the first committee meeting.
- 6) Rick will arrange a demonstration of the IndianaMap viewing software for members at the committee meeting. [Rick – can talk to Anna Radue about a UITS data store demo?]
- 7) Phil will talk to Nathan Eaton about presenting the IndianaMap.org workshop at one of our Education Committee seminars [e.g. we invite all our committee members to attend].
- 8) We will all work to come up with an agenda for our first committee (kickoff) meeting. Here is a first draft.

Agenda (Draft 1.0)

1. Welcome and Introductions
2. Overview of the IndianaMap Steering Committee (Review our Charter)
3. Demonstration of the IndianaMap (IndianaMap viewer, Indiana Spatial Data Portal, IGIC – IndianaMap.org web site)
4. Committee Priorities:
 - a. Ramona Inventory Update Subcommittee
 - b. IGIC's Statewide Data Integration Plan Subcommittee
 - c. IndianaMap Development Priorities Subcommittee
5. 2009 Subcommittee and Committee meeting schedule
6. ...