TIPS MONTHLY MEETING MINUTES

AUGUST 4, 2005

09:30 – 10:30 AM CENTRAL TIME

ATTENDEES:

MCR – Meier- (note-taker) Kim, Joseph

AR – Dunn, Kosareo, Uranowski, Winters

KFO – Card

WR – Clark, Hamm, Welsh, McNish, Veronica, Greene, Wilhelm, Osborne

PRIORITY

1. FY 05 Budget wrap-up

a. Mobile Devices and deployment-[Hamm]

Discussion-Lou has a list of items that total almost $200,000.

Action Item – Lou will contact AR and MCR today to discuss how to narrow it down to fit within target.

b. Travel Itineraries due now for all travel per Trujillo's 8/3/2005 email

Discussion - Travel itineraries must be turned in to Steve Trujillo in order to obligate funds and determine what funds are remaining for 2005.

Action Item – Everyone must turn in itineraries by COB Friday or lose their money.

c. All further TIPS expenditures, including travel, must be approved by Clark via Trujillo [Clark]

Discussion – None

Action Item - None

2. Annual Report now due [Hamm/Osborne]

Discussion – Dianne is heading up the effort to compile items for the OSM annual report. It is very important that we have plenty of TIPS items in the report.

Action Item – Everyone please send his or her write-ups to Dianne by COB Friday. For tentative numbers, use XXXX. Send information on projects including photographs to Dianne. This is important.

REVIEW ACTION/PENDING ITEMS FROM LAST MEETING

3. FTP replacement--SharePoint external site status [McNish]

Discussion – Kathy McNish reported that the Sharepoint site seems to be working everywhere but AR. AR problems seem independent of the sharepoint site.

Action Item - None

4. PA requests a GIS applications workshop—status of inquiry [Uranowski]

Discussion – None

Action Item - None

National Geospatial Committee formation--Briefing Paper [Card/Clark]

Discussion – WEIB, IMCC and NAAMLP have nominated representatives to the committee. Need to confirm the MCR representative.

Action Item – MCR will confirm Meier as the representative. There will be a telecom on August 15. There will be a meeting in Denver on September 13 and 14. Status Reports

6. TIPS FY 06 Budget review [Trujillo/Clark]

Discussion – All travel itineraries must be in immediately as well as all travel requests. Will finalize 05 spending this week. Will call for Requisitions very soon.

Action Item – If you do not send required info, your budget items will be redistributed.

7. ESRI Conference

Discussion – We had 17 TIPS participants including 4 states. Next year we want even more.

Action Item – Al will make hotel reservations in October for 20. Service Managers should start talking to states now to increase State participation.

8. USGS Demo Projects and other issues

Discussion - USGS is currently in final negotiations to make big purchase of National Geo Topo product. OSM has requested 100 copies.

Action Item – Bill Card will continue to work with Department on this purchase.

9. AutoCAD licenses for training

Discussion – None

Action Item - None

10. Training Program [Welsh]

Discussion – Veronica reported that the DOI Learning Management System will soon be available to OSM users. You will be able to review all DOI courses on line including content. This will allow us to borrow content from other courses for building OSM courses. Bob Welsh reported that he needs all course development costs for remaining 05 immediately.

Action Item – Kevin needs to send a revised itinerary to Bob to show the Raster Design course change from “class” to “course development” along with associated costs.

11. Software Upgrades and Distribution

Discussion – We are buying 100 portable hard drives to distribute software in the future.

Action Item - None

12. TIPS Tech Transfer Support

PA-Wilkes University Project-Status Report [Uranowski]

Discussion – None

Action Item - None

13. OSM-State Geospatial Team and "EGIM"-status [Card]

Discussion – None

Action Item - None

14. TIPS Web Team-status [Greene]

Discussion – None

Action Item - None

15. GeoFluv Review Team—status [Garnett]

Discussion – None

Action Item - None

NEW ITEMS

16. Discussion – None

Action Item - None

TEAM MEMBER REPORTS

17. Team Member Reports [All]

Uranowski – One state has expressed concerns about clustering of OSM classes during certain time of year. It cuts into their busy field times.

Winters - When will there be a Geo-Fluv class? Answer, we will not have this year and we have not made a decision to adopt the software.

Meier - Doing requisition for Training Room Chairs today. Min doing an estimate for Iowa ArcPAD workshop.

Welsh – WRC did a mobile computing workshop in Farmington. 10 attendees.

18. Tech Transfer Activities

Discussion – None

Action Item - None

19. Customer/ABC Feedback—projects to report on?

§ TECHNICAL TRANSFER EVALUATION

§ FORUM EVALUATION

Discussion - None

Action Item - Record mobile computing workshops as OJT and use the TIPS Tec Transfer evaluation for the event

Next meeting Thursday—August 18, 2005