



TIPS MONTHLY MEETING MINUTES

JULY 21, 2005

09:30 – 10:30 AM CENTRAL TIME

ATTENDEES:

Knoxville: Bill Card

Pittsburgh: Lisa Kosareo

Denver: Daniel Rivers (Facilitator), Mike Benavides, Mary Greene, Lou Hamm, Bill Kannawin, Greg Morlock, Diane Osborne, Bob Welsh, Alan Wilhelm

Note Taker: Mary Greene

Priority

1. Update State/Tribal/OSM Hardware Needs- Service Managers see 6-8-2005 email from Morlock [Clark/Morlock]

Discussion: The wish list is posted on the Share Point site (click on lists and document workspaces) [<http://tipsteam/TIPS%20Wish%20list%202005/Shared%20Documents/TIPS%20Wish%20list%202005.xls>]. Submissions fell into two groupings, Mobile Computing and All else. The Mobile Computing submissions will be reviewed and prioritized by Welsh and Hamm. Recommended purchases are expected to be purchased with current funds. The funding for the rest will come later at which time a committee will prioritize the needs. Greg has asked for the specifications to be determined so we can be ready to create requisitions

Action Items: Determine a mechanism to inform Service Managers if their customer's wishes were granted. Clarify if the policy has passed for States to assume ownership of the property and if so what the beginning date is and whether it is retro-active.

Review action/pending items from last meeting

2. FTP replacement--Share Point external site status [McNish]

Skip – not present

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

Skip – not present

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

Discussion: The status is the same as the last meeting. August 15 the team will meet to complete the agenda for the Denver meeting September 13-14, 2005.

Action Items: Identify a detailed note taker (non-committee member but a person knowledgeable of the terminology for the Denver meeting. Ensure OSM representation in the DOI Centers for Excellence to provide representation of coal mining special needs.

Status Reports

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

Discussion: Neither Trujillo or Clark were present. Rivers reported the 3rd quarter roll-up is finished and we are waiting on the additional funds to come through.

Action Items: None

6. Supporting Documents for OMB/DOI [Rivers]

Discussion: OMB is requiring more documentation and verification of the documentation. New documentation including the Risk Management Plan has been developed and posted on Share Point.

Action Items: Rivers will oversee the creation of a reference guide to summarize the purpose of each document.

7. ESRI Conference—schedule for OSM meetings [Wilhelm\Clark]

Discussion: Wilhelm e-mailed the final schedule for the two OSM meetings and dinner on Monday evening. He received confirmation from all state attendees that they will be present at the two OSM meetings. Greg stated a 4-day Metro pass is available for \$15.

Action Items: Wilhelm and Hamm will meet with Clark to discuss getting a third vehicle for transportation.

8. USGS Demo Projects

a. Coal Fire Identification-ND [Osborne]

b. AMD site Identification [Osborne]

Discussion: The USGS Rolla office was to be acquiring data during June and July. Diane has requested an update on the status of these activities. Rolla has stated that future USGS funding is transitioning to the Reston and Denver offices.

Action Items: Osborne will monitor this funding situation to determine if the future will require TIPS transitioning to working with the Denver office.

c. National Map-“Mine Repository” [Morlock]

Discussion: Morlock reported the preliminary test was successful. The demonstration project is currently on hold.

Action Items: Morlock will determine if the project will be moving forward.

9. AutoCAD licenses for training—don't use FlexLM license use 30 day temporary? [Garnett]

Skip – not present

10. Training Program [Welsh]

§ Manual Prep Lead Time: B&W 4 weeks, Color 6 weeks [Welsh] –

Action Items: Strike from future agendas

§ Add-on ITC Class Nov. 13-18, 2005 Leesburg, VA

Action Items: Strike from future agendas

§ Course Development: Project Plan Updates [Welsh]

§ Class short-falls: [Welsh]

§ Possible cancellations: ?

Discussion: Welsh reported Course Managers have updated the project plans on Share Point. There are no current class shortfalls – it is looking ok. Welsh is seeking a travel coordinator to assist with instructor travel for the September 20 ArcPad course. The methodology for obtaining student names to assign to the TIPS course slots for the FY06 Training Year has not been determined.

Action Items: Welsh will work on determining methodology to identify student names from the customer training contacts to be able to assign to the TIPS training slots.

11. Software Upgrades and Distribution Schedule [Greene]

- a. Planned date of distribution?
- b. AutoDesk
- c. SurvCADD
- d. EarthVision &
- e. ArcGIS service pack 3, Xwin32, KeyServer Client 6
- f. AMD Treat

Discussion: Greene asked the status of Service Managers providing the software to their customers. Hamm still needs to distribute his software. No distribution problems were reported. A minor AutoCAD issue with disk 2 occurred and a solution was quickly identified and distributed.

Action Items: None

12. TIPS core software policy and tracking – Greene e-mail of 7/18/05 [Greene]

Discussion: Rivers reported he will lead a review of the data needed for collection and documentation for the TIPS related software based on the progress of the TRM, configuration management, and architecture within OSM and DOI prior to our collecting additional software licensing information.

Action Items: Software Managers should supply Greene with the current licenses related documentation as requested via e-mail sent directly to the Software Managers earlier this week. Any questions should be directed to Greene. The Mobile Computing team will need to discuss what information needs to be reported back to TIPS related to the licensing and registration of mobile computing hardware and software purchased by TIPS.

13. TIPS Tech Transfer Support

- g. PA-Wilkes University Project-Status Report [Uranowski]

Skip – not present

14. OSM-State Geospatial Team and “EGIM”-status [Card]

Discussion: The OSM Geospatial Team was named and is the same thing as the National Geospatial Committee discussed under topic number 4. It can be struck from this location. EGIM will be meeting at the ESRI conference next week in San Diego.

Action Items: Strike OSM-State Geospatial Team from future agendas

15. TIPS Web Team-status [Greene]

Discussion: The team continues to move forward. Greene attended a three hour teleconference on Web Data. Eskova requested responses to her sample link for TIPS course instructors to access the course evaluations directly from the TIPS web page as requested in the last bi-weekly meeting. Greene reminded the team the web site must be completed by this December and they will be seeing additional requests for comments and reviews.

Action Items: Team members, please respond to Eskova’s requests for comments and to Winters and Greene’s requests for information.

16. GeoFluv Review Team—status [Garnett]

Skip – not present

New Items

17.

Discussion: None

Action Items: None

Team Member Reports

18. Team Member Reports [All]

Benavides

Discussion: A strange outage of unknown time period and cause involving a KeyServer licenses probably related to the WAN occurred this week.

Action Items: Service Managers please request your customers immediately report any problem related to licenses to Benavides immediately and include the date and time of the difficulty so he can keep a log of any events to help track and determine if there is a problem.

Welsh

Discussion: Welsh has passed the certification exam to support and train the new ArcGIS extension GPS Analyst. He is one of only two Federal GIS experts to be certified in GPS Analyst. The software provides the ability to collect and modify GPS data in the field within ArcGIS for high end users. Trimble is offering a trade-up option to convert copies of Pathfinder PFOffice to copies of GPS Analyst which could be an option for a customer shop which has strong ties to GIS work.

Action Items: None

Osborne

Discussion: The Assistant Secretary might be visiting BLM in early August and we might be called upon to provide a briefing on TIPS.

Action Items: Osborne recommended notifying Billie so a briefing could be prepared now with advance notice of this possible visit. Osborne will review the need for ArcView Spatial Analysis as a preliminary step to removing it from the Leica purchases due to TIPS transitioning to ArcGIS.

Wilhelm

Discussion: Three new ArcGIS licenses have been added: MapPlex (3), publisher (2), and Data Interoperability (2) in response to customer needs and requests.

Action Items: None

Card

Discussion: The KFO student intern continues to enter data. PDA's have arrived but KFO is still awaiting delivery of the tablet. KFO has received two copies of ArcPad from Len Meier but will need a few more to have enough for all mobile GIS units. Lou Hamm will order more ArcPad software for several TIPS customers, including KFO, after returning from the ESRI User Conference. Knoxville will be starting an electronic permitting initiative with integration with ArcGIS. The ArcGIS 9.1 difficulty discussed via e-mail earlier was tracked to be related to compressed TIF files. KFO will be requesting an FTE for ArcGIS support.

Action Items: None

19. Tech Transfer Activities

Discussion: None

Action Items: None

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

§ TECHNICAL TRANSFER EVALUATION

§ FORUM EVALUATION

Discussion: Trujillo not present. Greene reminded the team that the TIPS lead has transitioned to Trujillo and to expect a report for the end of the year. She recommended keeping up with the submissions of activity and evaluation forms to Trujillo.

Action Items: Team members should submit notification of events and related evaluations to Trujillo as the events occur.

Future Meetings

21. Strategic Planning—Assignments/followup

Discussion: None

Action Items: None

22. Install of new servers in Denver/HQ and FlexNet [Kannawin]

Discussion: None

Action Items: None

23. Training Rooms-migration to new setup [Stoyek/McNish]

Discussion: None

Action Items: None

24. Mobile computing workshop—2006 Billing Symposium (July 2006)

Discussion: Welsh reported he was contacted by Postle as to whether this workshop would be a half day or full day event.

Action Item: Mobile Computing Team needs to decide if this will be a half or full day and respond back to Postle.

25. TIPS Video Team—on hold

Discussion: None

Action Items: None

Next meeting Thursday—August 4, 2005

Discussion: None

Action Items: Agenda will be on Share Point. Please add topics as needed.