



TIPS MONTHLY MEETING MINUTES

NOVEMBER 23, 2005
09:30 – 10:30 AM CENTRAL TIME

ATTENDEES:

WR: Bill Clark, Dianne Osborne, Gregg Morlock, Bill Kannawin, Mary Greene, Lou Hamm, Veronika Eskova, Mike Benavides, Karyn Evans

MCR: Kevin Garnett, Bill Joseph, Min Kim, Len Meier,

TOPIC: Budget update [Clark/Trujillo]

DISCUSSION: The latest budget spreadsheet can be found on the TIPS Sharepoint. TIPS non-personnel budget is currently \$1.597 million. An additional \$500,000 is currently being evaluated with the majority expected to go toward personnel costs. Steve Trujillo sent an email soliciting input concerning the purchase date of all items shown on existing TIPS spreadsheet.

ACTION ITEM: All TIPS Team members to fill in appropriate purchase date in spreadsheet found on the Sharepoint site if have not done yet.

TOPIC: Software Distribution [Greene/Lewis/McNish]

DISCUSSION: Greene sent out distribution letter. 5 cd's for ArcGIS 9.1 and XWin32 version 7 have been distributed to Service Managers for immediate distribution. Hard drives are being tested, it is hoped it will go out in January - February 06.

ACTION ITEM: Service managers need to deploy the software CD's and distribution letter to the customers.

STATUS REPORTS

TOPIC: FY07 Greenbook Planning [Hamm/Osborne]

DISCUSSION: Hamm and Osborne are seeking articles for the Greenbook.

ACTION ITEM: All Team members to get Osborne articles and/or place them on Sharepoint in folder "Greenbook" by 12/02/05. Do not submit anything that was submitted to annual report.

TOPIC: Newsletter [Green]

DISCUSSION: Will have the Newsletter out middle of next week.

ACTION ITEM: All service managers should send out notice to the customers.

TOPIC: Training Program [Karyn]

DISCUSSION: Deadline for registration is extended to Dec. 15, 05.

ACTION ITEM: Service managers encourage customers to put in nominations.

TOPIC: Mobile Computing Team [Lou & Len]

DISCUSSION: Will send survey out to customers for software and hardware purchases. Need to evaluate image compression software options for mobile computing.

TOPIC: Software Upgrades and Distribution [Greene]

DISCUSSION: See item 2 above.

TOPIC: PA – Wilkes University Project [Uranowski]

DISCUSSION: Allen, Dianne and Lois had a conference call on 11/17/05 with PADEP state and Wilkes University representatives. The project objectives were further defined. The chosen mine site will involve using remote sensing and field GPS techniques to determine pit volumes. This calculation is important to PADEP as bonding adjustments are made yearly depending on pit volumes on every mine site (over 200) in PA. Several different technologies will be used to determine the best fit to meet this need.

TOPIC: National Surface Mining Geospatial Committee and EGIM [Card]

DISCUSSION: Tabled; Card not present.

TOPIC: TIPS WebTeam [Greene]

DISCUSSION: Web Team is gathering comments on newly designed website; expected release of draft website will be December 1, 2005. 12/31/05 is the deadline for having the website compliant with OMB and 508 Accessibility requirements.

TOPIC: GeoFLUV Team [Garnett]

DISCUSSION: Team has added 3 new members.

ACTION ITEM: Meeting will be on 12/12/05

TOPIC: TIPS FY 06 Annual Steering Committee Meeting [Uranowski]

DISCUSSION: Will be in Nashville, TN during the week of 5/9/06.

NEW ITEMS

TOPIC: National GIS workshop March 7-9, 06 (Fish and Wildlife)

DISCUSSION: Dianne to review the information

TOPIC: Geo-Spatial Blueprint [Clark]

DISCUSSION: attended Geo-Spatial Blueprint meeting at the DOI conference last week. Clark will be on the CORE team. Need to participate in upcoming events.

ACTION ITEM: Bill will schedule a briefing meeting for OSM manager in near future.

TEAM MEMBER REPORTS [ALL]

WR– Karyn Evans is the newest member to TIPS from Forest Service. Karyn will serve as our training team leader.

Added three new state instructors.

MCR – Kale Horton will be involved in teaching ArcPad classes.

Len is working on Knoxville class.

Three state and Five OSM representatives will attend 2005 Autodesk University in Orlando, FL during the week of Nov. 28, 05. MCR will present a paper on Mobile Computing at AU.

AR – Nothing new to report

Tech Transfer Activities – Tabled

FUTURE MEETINGS

TOPIC: Strategic Planning – Tabled

TOPIC: Install New Servers in Denver/HQ [Kannawin] – Tabled

Training Rooms [Stoyek/McNish] – Tabled

Mobile Computing workshop – Tabled

TIPS Video Team – Tabled

Next meeting Thursday December 8, 2005