



TIPS MONTHLY MEETING MINUTES

FEBRUARY 2, 2006

09:30 – 10:30 AM CENTRAL TIME

ATTENDEES:

WR: Bill Kannawin, Lou Hamm, Alan Wilhelm, Bob Welsh, Mary Greene, Veronica Eskova, Cathy McNish, Bruce Swartz, Joe Galetovic, Janine Ferarese, Karyn Evans, Billie Clark, Steve Trujillo

MCR: Kevin Garnett, Paul Behum

AR: Bill Winters, Susan Stoyek, Lisa Kosareo, Mike Dunn

KFO: Jo Gault, Bill Card

Big Stone Gap FO: Harry Morris

PRIORITY

DISCUSSION: TIPS Staffing – [Hamm] Janine Ferarese is a new hire as a Geographer, Joe Galetovic has joined TIPS in Mine Map commitment, and Bruce Swartz has joined as project manager for Exhibit 300.

DISCUSSION: EGIM Team – [Hamm]

Enterprise Geographic Information Management (EGIM) – Team is made up of reps from each DOI bureau/office – Bill Card and Alan Wilhelm are current members for OSM. Bob Welsh has been added to head up this effort for OSM.

Action: None

DISCUSSION: EGIM Briefing – [Wilhelm]

Purpose of EGIM – Provide leadership for Enterprise GIS implementation and utilization in DOI

Ongoing major activities:

ESRI Enterprise Agreement – OSM receives ESRI schedule A software (ArcGIS & many extensions – unlimited Virtual Campus Courses) at no fee and also steep discounts on schedule B software and consulting.

Developing DOI wide list of geospatial data that can be shared with outside customers

Promoting the sharing of geospatial training within DOI

Promoting a DOI helpdesk for geospatial support

Geospatial Blueprint – providing geospatial expertise in the DOI Geospatial Blueprinting effort

Promoting the use of geospatial language in grants within DOI that have geospatial components

FY07 Budget to be approx. \$900,000 and will be funded at the Dept. level

Action: Still working on finalizing the Team Charter

DISCUSSION:

Review action/pending items from last meeting

Software Distribution-Configuration of new Hard drives [Greene/Lewis/McNish]

Action: No Change from last meeting

DISCUSSION: New TIPS Website rollout [Eskova]

Action: Continue to give Veronika Eskova comments on the web site.

Status Reports

TIPS National Team meeting Update – [Winters]

Action: Need comments to the agenda. Need to decide on location in the near future

DISCUSSION: Equipment Survey (Customer Wish List) [Welsh]

Most of the mobile computing purchases have been distributed. Only a few remain, and they will be delivered in the next two weeks.

Action: After delivery of the current mobile computing equipment, TIPS will distribute the new wish list for TIPS customers to identify their equipment needs. Service managers will be responsible for delivery and tracking of the new wish list. Service managers need to receive as much information as possible as to where and what equipment is being sent for the mobile computing distributions.

DISCUSSION: Training Program – [Evans]

The Western Region training room reservations are now available on the TIPS SharePoint site.

The TIPS teleconference line reservation schedule is now available on the SharePoint site as well.

Action: Both the Appalachian and Mid-Continent training room agendas are invited to participate as well. Training Evaluation System is down, training evaluations will be using hard copy evaluations until the system is fixed.

DISCUSSION: Software Upgrades and Distribution [Greene]

Action: Mary gave a brief reminder for all software managers to get upgrades to her so that all is ready for next distribution.

DISCUSSION: PA-Wilkes University Project-Status Report – POSTPONED [Uranowski]

New Items

Live Meeting—use and tracking cost savings and benefits [Evans]

Action: Use of live meeting for future conference calls is requested.

Team Member Reports

Team Member Reports [All]

Bill Card - an intern and technician will be hired for GIS in Knoxville.

Jo Gault - The Underground Mine Mapping class was very successful.

Kevin Garnett - upcoming GEO Flu conference call

Mary Greene - Workshop on National Hydrogeology and elevation workshop next Monday through Wednesday in Denver

Bob Welsh - Has developed a set of instructions and advice concerning the use of mobile computing equipment that he has added to the TIPS website. Other software and equipment managers should take heed and develop similar web-based reference tools.

Future Meetings

Strategic Planning—Assignments/follow up

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

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

Mobile computing workshop—2006 Billing Symposium (July 2006)

TIPS Video Team—on hold

Next Meeting: February 16, 2006