



TIPS MONTHLY MEETING MINUTES

SEPTEMBER 27, 2007

09:30 – 10:30 AM CENTRAL TIME

ATTENDEES:

Mike Dunn, Lisa Chavel, Susan Stoyek, Gregory Morlock, Dianne Osborne, Janine Ferarese, Jessica Villanueva, Karyn Evans, Dawn Trudeau, Mike Dunn, Veronika Eskova, Lou Hamm, Robert Welsh, Paul Behum, Kwang Kim, Bill Card, Bill Joseph, Mary Greene, Kale Horton, Steve Trujillo, Li-Tai Bilbao. Note Taker: Li-Tai Bilbao

AGENDA ITEMS:

Team Meeting Action Items:

TIPS Training Course Schedule progress. Karyn Evans sent out a draft schedule to Course Managers to determine the availability of instructors and other class scheduling issues.

Action Item: Karyn Evans needs Course Manager's responses by October 1st, 2007.

New policy needed to address software (SW) maintenance issues that support mobile computing (ArcPAD, TerraSync). Current policy has been to buy SW with 1 or 2-year support. If support is purchased with the item, a larger price break is given. However, if support is purchased on a case basis, the price increases significantly and becomes a "big ticket" item. A new policy is needed to determine a course of action.

Result: Bob Welsh requests feedback via e-mail.

Lou Hamm provided an alert regarding TIPS Field Video Capture. TIPS is requesting offices to start capturing video footage of people in the office and field performing significant projects. L. Hamm also requests footage for Training and Workshops of TIPS items.

Result: Point(s) of Contact – Lou Hamm or Bob Welsh.

Bob Welsh provided a heads up regarding AML wishes to integrate or setup of IT/GIS/mobile computing. B. Welsh asked if this was a trend. Also, many thought it would be a good topic for the 2008 Geospatial Conference.

Result: Bob Welsh would like to hear from the Regions. Also, please get the word out as a potential topic for the 2008 Geospatial Conference.

Bob Welsh wanted to know if specialized equipment (Borehole camera, thermal camera, RTK, GPS camera) usage and logistics should be coordinated by TIPS, PSD, or Tech Transfer.

Result: Bob Welsh requests feedback on staff and budget currently performing these activities in the Regions.

REVIEW ACTION/PENDING ITEMS FROM LAST MEETING:

Lou Hamm provided an update to the 2008 Geospatial Conference. Abstracts are being received but there is a concern that the States are not submitting abstracts.

Action Item: Service Managers should encourage contacts to submit abstracts.

Steve Trujillo provided a budget update. Total budget available is \$4,619,000.00. However, FBMS reports it as \$4,669,000.00. Mr. Trujillo projects TIPS will be in the red between \$15K-\$20K.

Result(s): Steve Trujillo requests that classes and trips not be scheduled at the end of the FY due to restraints with FBMS. Also, do not request purchase of items until mid-November.

In the August TIPS Team Meeting, Lou Hamm requested clarification on the List of recipients for TIPS Team members and mailing list members. This is needed to determine the people that need to present at the Team Meetings.

Result(s): Lou Hamm stated that the "To:" should include the following: a person that devotes 50% of his/her time to TIPS activities, Service Managers, Success Team Leaders and TIPS Regional Managers. The "cc:" should include all other interested parties. Consensus to include Len Meir and a licensing person (Cathy McNish) on the "cc:".

Lou Hamm will be sending out an e-mail requesting Team info for TIPS website that was due on Sept. 28th .

Charter review and comments by Team Leaders with emphasis on promoting team interaction due by Oct. 26th. Every Team Leader should be working on this.

Action Item: Please submit review and comments by October 26th, 2007 to Bob Welsh.

ROUND TABLE (STATUS REPORT):

Steve Trujillo: Steve Trujillo will be sending out new requisitions and procurement packages.

Greg Morlock: Google Earth contract will be in place by next calendar year.

Mary Greene: Veronika Eskova is developing a website for 3 prototype success stories. It will be available for review shortly.

Bill Card:

- KFO is currently overhauling its environmental attribute database. All tables containing laboratory analyses of geologic and water quality sampling are being updated, standardized, and moved to a central database in SQL Server. This will improve data management, provide more efficient user access, reduce software license requirements, and help capture digital data from the e-permitting process being implemented at KFO.

- The Coal Mining Spatial Data Standards ASTM Task Group has completed work on the first national, voluntary standard for coal surface mining boundaries, and the standard has been approved by ASTM. The group is now working on a similar standard for coal underground mining boundaries. Plans are in progress to meet with FGDC in the near future to discuss their recognition of the ASTM standards for these two datasets. Work on both standards is expected to be completed by March, 2008 in time for the Geospatial Conference.

OTHER ISSUES

Mike Dunn requested update on information regarding server and address changes. Mike Dunn feels that customer service will be compromised if there is no advanced notice and transition assistance.

Action Item: Greg Morlock will write a memo and forward to Bob Welsh for signature and distribution.

Next meeting Thursday—October 25, 2007