



## TIPS MONTHLY MEETING MINUTES

JULY 1, 2008

09:30 – 10:30 AM CENTRAL TIME

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### ATTENDEES:

Mike Richmond, Mike Dunn, Lisa Chavel, Dianne Osborne, Janine Ferarese, Jessica Villanueva, Karyn Evans, Lou Hamm, Robert Welsh, Paul Behum, Bill Card, Bill Joseph, Gregory Morlock, Daniel Lewis, Jo Gault, Steve Trujillo, Paul Clark, Harry Morris, Randal Mills, Bill Kannawin, Alan Wilhelm, Li-Tai Bilbao.  
Note Taker: Li-Tai Bilbao

### PRIORITY:

**Discussion of making our software available via the web** – Progress and obstacles, how to proceed.

**Result(s):** Lou Hamm stated that this was a job for each success team. He requested that each success team come up with solutions by contacting the software vendors for permissions. Dan Rivers needs to provide us with the verbiage to address security issues.

Lou wanted to know if there was anyone not aware of this issue. Consensus all were aware. Lou Hamm also stated that there is no download size limit set at this time and he understood this may be an issue. One resolution may be to download in pieces but this is something for Dan Rivers to decide.

**Action Item(s):** (1) Carlson products with all modules appear to be available through the web. The CAD Team needs to verify and get back to Lou. (2) Success Team Leaders need to explore solutions to security issues with vendors. This must be completed prior to the completion of this fiscal year.

### Service Manager Coordination Meeting

**Result(s):** Lou Hamm and Paul Clark are working to establish a date and time for a meeting. This will be held during the 1st or 2nd week of September. The meeting will most likely be held in Pittsburgh, PA. The meeting will focus on Service Manager duties. Steve Trujillo voiced a preference to the 1st week in order to have adequate time to close the financial year in time.

**Action Item:** Paul Clark will send out e-mail for proposed meeting location and date.

### REVIEW ACTION/PENDING ITEMS FROM LAST MEETING:

#### Budget Status Update

**Result(s):** Steve Trujillo stated that there are still pending requisitions. Several groups have spending that has not occurred at this time – All requisitions for any purchases, including software maintenance

must be submitted before mid-July. We are at 66% spent level. This is exactly where we should be at this time of year but Steve doesn't want rush spending to take place at the last minute. Lou Hamm is concerned about the possibility of the budget being pulled.

**Action Item:** All software maintenance that is scheduled for renewal in August or September are due NOW!

**2009 Team Meeting** - Needed or not needed? Via Live Meeting? Face to face? Combined with Success Team meetings?

**Result(s):** Consensus was for a team meeting to be held in FY'09. Some members voiced the possibility of combining Success Team meetings and Steering Committee meetings with the TIPS Team meeting. Others also voiced a preference to use Live Meeting or Go To Meetings. Paul Clark stated that meetings should be held if there was a compelling need. Diane Osborne stated that in order to stretch costs and get more done there is a need to consolidate.

**Action Item:** Please e-mail Lou with thoughts in order to finalize this by the next meeting.

**Equipment purchases needed vs. potential for damage.**

**Result(s):** Lou Hamm stated that this was dealing mainly with how we are using RTK, cameras and other devices and its potential for damage. Lou Hamm wanted comments on Leasing the equipment rather than buying. Mike Dunn preferred leasing especially where LIDAR was concerned since budget could not absorb the cost of damage. Steve Trujillo stated to look into service contracts and the need to do a cost benefit analysis in order to establish cost effectiveness.

**Action Item:** Lou Hamm wanted each team must look into this and come up with a cost benefit analysis to be submitted by the end of the month.

**NCMGC Update**

**Result(s):** Bill Card reported that the committee was composed of OSM and State representatives. A meeting to set up voluntary standards was held in Denver on 6/23. The Coal Mining Spatial Data Standards ASTM Task Group is working on establishing voluntary standards for selected coal mining spatial datasets. This team is jointly led by Tom Galya and Daniel Kestner. The team is now working on developing standards for two new classes of coal mining spatial datasets. These two classes of coal mining spatial data are related to supporting Title 5 and Title 4 programmatic activities, namely REG-8 and AML. There are approximately 10 datasets in the REG-8 class and 4 in the AML class. There is an AML sub team composed of Kathy Rossman, Robert Hughes and Joe Taranto.

Next meeting will be held in October in Salt City.

Bill Card just held a TELCON with NCMGC Team members to review the budget process. Bill Card will get back to Lou Hamm and Steve Trujillo with budget.

## **Remote Sensing NGA Pilot Project**

**Result(s):** Dianne Osborne reported that the kick-off meeting had been held on 6/30. The group efforts are focussed on establishing partnerships with the USGS and the NGA. The NGA was mandated to provide commercial imagery to Federal Government entities. However, in the past these efforts have been concentrated outside the US. Since the new mandate these efforts are shifting toward US Federal Agencies having more access to imagery. The purpose of the group is to find ways to get satellite imagery and other remote sensing data at a reduced cost or at no cost. The team was tasked to study this for one year. The team is composed of Alan Boehms, Alan Wilhelm, Bill Card, Billie Clark (Sponsor), Elizabeth Shaeffer, Gregory Morlock, Janine Ferarese, Li-Tai Bilbao, Lou Hamm , Russell Porter and Dianne Osborne (Team Leader), and each has specific roles.

The Team is tasked with developing a process to see how this can be achieved, what data can be acquired and how to make this an efficient process. Dianne Osborne is currently writing a project plan to define purpose, need, timeframe, and deliverables. Dianne will provide updates as the team makes progress.

Lou Hamm stated that this is a Pilot Project limited to Feds. If it is successful it will incorporate states. Paul Clark wanted to know if the imagery acquired is up to date. Dianne Osborne responded that what will be provided is high resolution data that is up to date.

## **Preferences for future meeting dates**

**Result(s):** Lou Hamm wanted to know best days for meeting. The consensus was to hold the Team meeting on Tuesdays at the beginning of the month.

**Next meeting** – August 5th, 2008