



## TIPS MONTHLY MEETING MINUTES

SEPTEMBER 8, 2009

09:30 – 10:30 AM CENTRAL TIME

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### ATTENDEES:

Tonya Mullins, Eric Perry, Min Kim, Karyn Evans, Cathy McNish, Randall Mills, Debbie Dale, Mike Dunn, Bill Card, Lou Hamm, Aldo Plascencia, Duane Matt, Jessica Villanueva, Janine Ferarese, Steve Trujillo, Mike Richmond, Tom Cunningham, Li Tai Bilbao, Susan Stoyek, Paul Ehret

### AGENDA ITEMS:

**Training Schedule – Karyn Evans** - FY 10 training schedule is drafted, I am meeting with Billie and Lou tomorrow for their stamp of approval. Then after that will be sending it out to course managers so that you can coordinate with your instructors to make sure everyone is available on the dates I have proposed. The classes will be proposed as follows:

9 Classes in Appalachian Region

8 Classes in Mid Continent

5 Classes in the Western Region

The HECRAS class TBD.

I am also in the process of putting together the 2010 budget for the training program.

A video conferencing demo is taking place next week with members of the CLT in headquarters and our Western Region Management Council members in Denver. Each of the regions has a representative on this video conference initiative and they are:

Mid Continent: Patrick Dege

Appalachian Region: Audrey Parker

It looks like this bureau will be picking up some kind of video conferencing in the near future.

**Budget** - The FY10 budget is being set up; we are going to be asking each team and each regional representative to identify the spending of each of their individual groups based upon last year's spending. Steve will be providing tables to you about what was spent last year and on what.

Our budget is scheduled to be the same this year but last year we had an issue with the ERSI agreement which basically doubled that but there is no guarantee that we will have that this year. We will be asking each of you to not exceed your budget request, what you spent last year.

**Tonya Mullins:** If maintenance cost go up can we ask for more or do we just “suck up” the cost?

**Lou Hamm:** We will have to “suck up” the cost.

This will be due at about the last week of October, just for everyone’s information. We will be expecting details, line items, for all the software you are purchasing, what maintenance agreements, etc.

A little extra note on the budget, we know that we have not been able to get together as a team and we are trying to consider that for the 2010 budget

**Annual Report** - The annual report is due in about a week. Everyone should be getting word in each of your regions about the annual report very soon and there is section in the annual report on the accomplishments of TIPS, so you should be looking for stories on how TIPS has helped in each region. There is a TIPS contact in each region; we will be contacting them soon to tell them where to send the TIPS stories.

**Website Updates** - We have meet as a group looking at a lot of our request for information submitted and currently submitted a briefing paper that will go to Al Klein with the goal to redesign the TIPS website and that we would need an outside contractor.

**Remote Sensing Pilot Project** - On September 2, 2009 we received our first image collect from NGA; we received World View 2 imagery over McKinley the imagery was acquired August 28, 2009. Aldo is entering all the information into our image delivery spreadsheet which is on the Remote Sensing Project Sharepoint site.

**TIPS Activities** - First of all the memorandum of agreement is ready to go. There was a small hold up but that has been resolved so that will be going out to all the state contacts when it comes to the managers in each of our state areas.

In addition to that we ran into an issue with AutoCAD, there will now be a separate memorandum of agreement for all the AutoCAD products. That will be going out as well for signatures from the same people.

There has been a lot of talking about establishing a geospatial group that handles all geospatial data for the bureau. In essence this would take most of our established GIS data and put it under this group if this were to take place. This is a strategic plan being put forward now for the future starting 2011. If this goes through is anyone’s guess. This is what many of our folks, including myself, are working on. This would not change the role of TIPS, but if it were to happen it would take over all our geospatial data such as AML sites, mine sites as an overall GIS map of all of the mine sites in the country that would all fall under this geospatial entity in the bureau. If it were to occur.

The Steering Committee Meeting, which will be held in the Western Region this year, may be held either at Santa Fe or Taos New Mexico and that is attentively planned for May 13-15, 2010.

## **ROUND TABLE:**

**Paul Ehret** – Debbie can I turn it over to you?

**Debbie Dale** – Yes, the TIPS Hydro Team held their annual meeting in Salt Lake City, UT. We need to find out that the service managers, two things; they need to know that state customers or tribes do not need to go through the service managers when questioning certain aspects of particular software? The second question is that no one knows who their software manager is, how do we find out?

**Tonya Mullins** - Debbie would you happen to know what region or what states are asking about their service managers? It would help us to know this information so that we can contact the service manager for those state/regions and explain that maybe there has been turnover or people aren't getting the word of who their service managers are.

**Debbie Dale**-Its all three regions. In each class we have we always ask if the students know who their service manager is, so far no one has answered correctly.

**Tonya Mullins** - It is encouraged that in the beginning of class you have a list of all the service managers. Either that or go to the website and show who they are from there.

**Debbie Dale** – That's what we do. We pull up the website and go the specific page to show who the service managers are.

All in all it is almost impossible to make everyone who takes classes to remember who their service managers are. All we can do to just remind them in each class and hope the information is remembered.

**Debbie Dale** – I just wanted to bring to the table that customers will contact software managers rather than service managers when they have a specific question about the software. And that's basically what we want them to do we want them to go to the software managers because they have the most in-depth information on the particular software.

The next thing I wanted to share about the Hydro Team is recently we held the Groundwater Modeling System Workshop in Charleston, WV it was a huge success from what I was told. We are holding the Watershed Modeling System Workshop coming soon in Charleston, WV and then the Geochemist Workbench has been pushed off to October. That's it when it comes to my news.

**Eric Perry** – I was at the Hydro Meeting last week. I am just now looking at the budget stuff, Bob McKenzie and I had a discussion recently on that stuff. When regards to training I will mention that during the instructor training class is coming up in November and as an instructor in IPC I am always looking for potential folks for both training classes.

**Lou Hamm** – There was EarthVison training last week in Denver. Mike Dunn was one of the trainers. It was an excellent training; many people from our office attended that training.

**Tonya Mullins** – CAD distribution, for the 2010 software we have the 2010 software but the Carlson software has not been received yet and nothing will be release until we have their memorandum of

agreement letter. So currently we don't have all the software and we don't want to release it until we have all the software to release Autodesk.

**Debbie Dale** – What is the status of that new server Denver was getting?

**Lou Hamm** – Its purchased and being configured and installed at the Denver Federal Center. It is not complete that process but it is underway.

**Cathy McNish** – AqQa – will be distributed this week, SedCad Update – waiting for go ahead for distribution from Danny Rahnema, and GMS 6.5 keyed, wrapped and sent to Tom Galya for final testing.

**Next Meeting: October 6, 2009**