

**Wednesday September 30, 2008 at 12:15 PM**  
**Face to Face meeting at URISA Conference in Anaheim, CA**

**Minutes**

**Present (CC/URISA Board members): Dianne, Allen, Ingrid, Shoreh, Wendy, Cindy**

**Guests: Heather Milton, Ray DeLeon, Heather Burrow, Milo Robinson, Nick Hauk**

**Regrets: Mark**

**1) Approval of Minutes**

Moved: Allen

Second: Dianne

**2) Monthly Financial Report:** End of August 2009 Financial Report:

- Total expenses in August '09: \$305.59 YTD: \$3,080.37 since 2003: \$41,800.38.
- Total contributions in August '09: \$0.00, YTD: \$670.00; since 2003: \$68,184.76.
- Total balance as of end of August '09: \$26,384.38.

**3) Committee Updates**

- **Website:** Shoreh gave a brief summary on the history of GC's website and reported that all remaining problems are resolved now. DRS committee will assist the website committee in designing the new interface (for disaster response missions) and the search for a volunteer to design an IMS application for the backside of the website will continue. Heather Milton asked if the GC has ever considered a hands-off approach -- to have the volunteers contact the partner agencies directly and via the web and vice versa. We had discussed this option in the past and some of us have felt that there is a value in the filtering/recruitment process that we use and that is possibly preferred to an open model by our partner agencies.
- **Financial:** Heather Burrow and Ray DeLeon had produced several documents last month and those documents were sent to all CC members. They discussed the content of each document and answered several questions. The documents are: the letter of intent, the executive summary, and the letter to previous donors. They indicated that their first step is identifying the foundations (37 have been identified so far). Next, they will call those foundations to find the right contact person and they will then send them the letter of intent. If the foundation responds positively, they will follow it up with the executive summary. They also said that the letter to previous donors can be sent at anytime (preferably before the end of the year). Wendy said that the HQ can take care of mailing all the letters. The CC members still need to finalize their comments on these three documents and a deadline was setup as the end of October. As for signing up for the Frequent Flyer Miles donation program(s), Ray stated that the process is rather complicated and more research is needed.
- **Disaster Response (DRS):** Heather Milton and Ingrid have come up with a draft letter (to emergency operation centers, etc. at various governmental levels) and a slide show which will be sent and shown to pilot entities. Sections of these two documents are taken from existing documents (power point slides and finance committee material) and since some of those may be changed, they will wait to finalize them after those changes are completed. Using these documents, the DRS intends to contact 2-3 pilot sites in order to 1) introduce GC to them, and 2) learn more about their emergency response protocol. They also intent to

contact non-profit organizations such as the Red Cross and Salvation Army to further understand their role in a disaster situation. Shoreh mentioned that NSGIC may already have compiled a lot of state level DR information and volunteered to contact them. DRS may need additional volunteers to take care of designing a wiki site for volunteers' interaction during a disaster.

- **Publication:** The next newsletter will be sent out in November.

#### **Deployment news (active and incoming missions):**

- **Zambia** – South Luangwa Conservation Society: ongoing
- **Mozambique** – Ministry of Tourism: ongoing
- **Panama** via Fuquay-Varina Rotary Club: ongoing
- **N. Korea project** (iMMAP/WFP): Chris Zumwalt is digitizing an additional tile with more complex features to get a more precise estimate on required time and resources.
- **International Charter:** Shoreh gave a web presentation to International Charter project managers. The International Charter is a program of USGS. Each project manager is responsible for providing necessary imagery to their respective state at the time of a disaster and they are interested in GC's volunteers' expertise in remote sensing and specifically analyzing radar satellite imagery. They might send a request for volunteers either as a group or individually.

#### **Other business**

- **Update on presentation at U. of Redlands:** Shoreh, Dianne, and Allen went to Redlands on September 29<sup>th</sup> and gave a presentation to a group of students, faculty and also several ESRI employees.
- **Election of Officers:** Dianne agreed to serve as the Chair for one more year. Allen agreed to serve as the Vice Chair. Two new members were added to the CC; Heather Milton and Ray DeLeon. Welcome Ray and Heather!
- Next conference call – November 17, 2009