Thursday November 15, 2018 at noon EDT
Call information: 1-800-944-8766 Code: 66836
2018 Chair: Carol, Co-chair: Leslie

AGENDA

Present:
- GISCorps CC: Shoreh, German, Leslie, Dianne, Wincy, Troy
- URISA: Wendy, Chris

Regret: Carol

Approval of October Minutes
- Motion: Shoreh
- Second: Troy

Monthly Financial Report

End of Sep 2018 Financial Report:
- Total expenses in Sep 2018: $84.05. YTD: $6,402.62 since 2003: $120,366.07. (Phone call and expenses related to Puerto Rico Project credit card charges)
- Total contributions in Sep 2018: $1,662.22. YTD: $77,362.22 since 2003: $222,568.14.
- Total balance as of end of Sep 2018: $102,202.07.
- Puerto Rico project/FEMA: Total funds raised (as of 11/11) at: $1,765 (1,662.22 deposited into our account).
  - Dick just sent Wendy an email asking for info for a couple of grants that he is applying for.

Committee Updates

- **Marketing activities**: Allen
  - URISA Marketing Committee to be reconstituted post GISPRO. Will find out who to work with in the new committee and move from there.
  - Christina Boggs will be on the marketing committee soon.
  - UPDATE: I was not able to make the meeting for Marketing Committee this month, so not sure who is on it, or who is the GISCorps liaison, hoping Wendy may know and I can follow-up and work with the identified.

- **Technical (Website/Vol database/GSuite)**: Carol:
  - Website/Database
    - Outstanding tasks: RFQ needs to be written
      - RFQ template has been created but help & expertise are needed
      - Need to flesh out requirements
        - Stick with MySQL or completely different DB?
          - What fields do we want?
          - Which are unnecessary?
          - What functionality do we need?
        - Maybe should have a meeting to review and get others involved?

- - - - ■ German changed website link so that it tells users that the "access your record" functionality is not currently available.
        - ■ Shoreh will share the document she created
        - ■ Vol DB functional requirements: https://docs.google.com/spreadsheets/d/1yQBZiGscFMHUU6xCaaJJwkR3zkHevl6WlverunEPsss/edit#gid=0
        - ■ Draft RFQ: https://docs.google.com/document/d/1h9H86OovhPejXdQmdO_Ofmm9QxSuZEQyDWnQ_Kh2nR4
    - ○ Google Suite and Drive
        - ■ Carol - The Thanksgiving holiday will be used for prepping and/or making big changes. The CC will be informed before these take place. Email to come.
        - ■ Holly can help
    - ○ Podio
        - ■ Carol - Also on the Thanksgiving holiday task list: Move anything we might want to keep then delete them from Podio
    - ○ Carol - Once I have clear tasks and a better understanding of what needs to be done, I can loop in Hank, Holly, and German so we can divide and conquer!

- ● **GIS Service Pledge (GSP)**: Leslie:
    - ○ Link to SOP documentation See SOP for additional links
    - ○ One new app was received but they were not a GISCorps volunteer
    - ○ New gsp_admin Slack channel has been added and will be used to discuss GSP applications, questions and track everything GSP
    - ○ Completed training with Shoreh, Wincy, Troy and Holly
        - ■ Holly is going to take on the task to check for new applications, do some pre-screening, check GSP email and will start to track/request yearly reports
        - ■ Troy is going to work on adding the steps for updating the GSP app to the GSP SOP.
    - ○ Troy is now the owner of the GSP Survey123
    - ○ Two GSP reports have been completed and posts have been added to the website. Holly will be working with Leslie to request reports for anyone who was approved 10 or more months ago.
    - ○ Yearly GSP reports - Post like other missions but add GSP checkbox. Add field to AGO gdb where we can add a link to the post so it will appear in the GSP app popup. Leslie has tested and Troy has updated GSP app. Documentation has been added to the SOP. We still need to update the GSP webpage to include these posts. - Holly and German will tackle this.
    - ○ Renewing GSP - Leslie emailed with Esri and renewals can be handled just like other GSPs. Esri does not need any additional information but a renewal will not be approved until the yearly report has been received. A new section documenting this has been added to the SOP.
        - ■ Holly will send out renewal communications about 10 months after initial application was approved.
        - ■ Submitting a new application each year will result in multiple points on the web map. Troy will think about how to handle that.

- Report from **Mission Coordinators**: - *I'd like to have a conversation in the future about restructuring these since we aren't really using mission coordinators as they were originally envisioned, maybe they are just committees? - gw*
  - **OSM**: Emmor/Leslie: Emmor did not say anything related to this, only commented about TDT project (see below).
    - gw-Move that we remove Emmor from his Mission Coordinator role and have him strictly be TDT project volunteer. Also, perhaps Troy would like to take that role either in addition to or in place of Leslie.
    - gw-Have transferred HOT certificate approval documents to Troy
  - **AGO**: German:
    - gw- Want to experiment with some different versions of the web maps on landing page (project dashboard)
    - Getting closer to cleaning up old users
  - **DHN**: Shoreh/Leslie: not much happening.
  - Shoreh mentioned that CC should review these committees periodically, consider which need to continue, which need new leadership, etc.
    - DHN should maybe be eliminated
    - OSM and AGO should perhaps have a CC lead.
    - Holly will send out a Doodle to CC members to schedule a meeting to discuss these committees
- **Publication:** For November edition:
  - ✓Hurricane Florence - NAPSG
  - ✓Hurricane Florence - Humanity Road
  - ✓Hurricane Michael -NAPSG
  - Kid Works
  - ✓Train Campaign
  - GSP yearly updates/stories/reports
  - GISPro Auction
    - Photos?
  - Holly Welcome
  - PR update (GoFundMe)

Deployment news (launched, ongoing, new): Volunteer/Project List - from most recent to the oldest project
1. *Pending:* **GSU platform testing: German/Troy:** Call scheduled with PA next week.
2. **Crowd2ems (251):** German: Project work complete. Need to send certs, do web post.
   - 100 vols signed up, only 15 returned feedback. Will try to solicit more.
   - Demonstrated all three components of the system (Web crawler/Chrome extension, Crowd4EMS crowdsourcing component, and Witness Component database interface)
   - May do another phase of testing with Hurricane Michael data
3. **One Shared Story (potential new - 250)**: Wincy: Robin is still working on putting together some thoughts before formally talking to GISCorps about the project.
4. **NAPSG/Hurricane Michael (249):** German - **COMPLETE**
5. **NAPSG/PNNL Flood Model (248):** German - **COMPLETE**
6. **Conservation Lands Foundation w/Puente (247):** Troy: Chris Packer is working to create a story map, "Meet the Friends", that highlights some of the Friends Groups. Alexis Handelman is tasked with moving forward with Terra Truth development, but it has been slow moving because

the Puente folks are busy with their other (full time) jobs. So Alexis is now working with some Friends groups to use Survey123 and see who is interested in receiving additional training.

- ○ Puente controls the AGO platform/Esri licensing for all the projects
- ○ May not be as engaged at this point
- ○ Puente will provide back-end access to those who need it. Troy will follow up to make sure that happens. Shoreh can help with Puente connections on that.

7. **FEMA Hurricane Journal - Lifeline (246):** Shoreh: trying to find out if the link to the story map can be shared. If so, will include it in the newsletter and close the project.
   - ○ Shoreh will write a brief blurb for the newsletter and close the project
8. **Capital Area Food Bank (245):** Wincy: Sarah is working on a story map for their internal use.
   - ○ Working on internal story map. Things going well.
   - ○ Have not heard from agency contact, but Wincy is not worried.
   - ○ GSP application has been submitted
9. **Humanity Road - Florence (244): German: COMPLETE**
   - ○ Finished, web stories up.
10. **NAPSG - Florence (243):** German: **COMPLETE**
    - ○ Finished, web stories up.
11. **Food Aid (242):** Shoreh: the project is progressing very well. The PA has been able to secure imagery from Google and is in touch with multiple universities and research institutions.
    - ○ Successful in securing imagery and data
    - ○ Work is going well
12. **HOT India Flood (241), HOT Japan Flooding (238):** German: These 2 still have some active projects. No certificates requested this month.
    - ○ Nobody has requested any certificates this month
    - ○ 3 tasks associated with those two, and only one is high priority
    - ○ German is sending out HOT project communication monthly, but not sure if they're gaining traction.
13. **Train Campaign (229): Shoreh/Leslie:** completed. The web story was created by Holly and will be included in the newsletter. Certs and GISP letters have been sent. **COMPLETE**
    - ○ Story up, letters sent. Project closed. PA very pleased.
14. **KidWorks (227):** Dave/Shoreh: they sent the report and it will be included in November newsletter. Sent them the link to feedback form. Asked Holly to post their report.
    - ○ Shoreh got report back. Holly will work on report and send certs & letters.
15. **Tanzania Development Trust (218):** Leslie/Shoreh/Emmor/German: Emmor said that he has been continuing to support the GIS efforts of the TDT work to add to OSM. The work takes about 15 hours per week. He said that he has validated more than 1000 tiles. He wants seasoned volunteer(s) for this project (validators). We asked that he submit a request. German will draft up a JD to recruit some advanced vols.
    - ○ PA needs to put in request for seasoned vols to clean up data.
    - ○ This would be a new project. (Phase II of TDT)

Other business
- ● Election: new CC member
  - ○ Chris Zumwalt for Core Committee
    - ■ Shared GISCorps experience back to 2009, including one project that lasted four years
    - ■ Appreciates passion and effectiveness of GISCorps vols/organization
    - ■ Half environmental scientist/half GIS professional with extensive experience

- - - ■ Located in San Rafael, CA, and has large network of Bay Area contacts
  - ○ Chris Zumwalt added as a core committee member by unanimous vote.
    - ■ Motion: Shoreh
    - ■ Second: German
    - ■ The motion passes.
  - ○ Discussion of Chris's onboarding process
    - ■ Email
    - ■ Slack
- ● Outstanding Training:
  - ○ Website posts (Wincy)
  - ○ HOT methods & automated certs (Holly)
  - ○ Updating vol counts in AGO map-quarterly (Holly)
  - ○ Everything (Chris)
- ● [Part time employee job description](#).
  - ○ Holly started on October 29 and has been going thru various training sessions.
- ● NAPSG Conference (Dec 3-4 in Boulder)
  - ○ German going (travelling Nov 22-Dec 5)
- ● Update to 'strategic plan' in PEC format as discussed at GISPro Committee Coordination meeting. Dianne will take a first crack at this and distribute.
  - ○ At GISPro conference, all committees asked to provide a strategic document. This has been distributed to everyone to look at.

Next call: Thursday December 20, 2018 at noon EDT