

**Thursday December 20, 2018 at noon EST**  
**Call information: 1-800-944-8766 Code: 66836**  
**2018/2019 Chair: Carol, Co-chair: Leslie**

## **AGENDA**

Present:

- GISCorps CC: Wincy, Troy, Holly, Dianne, German, Shoreh, Carol
- URISA: Wendy

Regret: Allen, Leslie

Approval of [November](#) Minutes

- Motion: Dianne
- Second: Troy

## **Monthly Financial Report**

End of Oct 2018 Financial Report:

- Total expenses in Oct 2018: \$156.87. YTD: \$6,559.49 since 2003: \$120,523.57. (Phone call (\$55.26) and expenses related to Puerto Rico Project credit card charges at \$101.61)
  - Looking at alternatives to the conference call line in order to save money
  - Many options available now, including for international calls
    - Zoom
    - Google Hangouts (Business version)
  - Holly will work with Wendy since URISA is also looking into a new conferencing service
  - Carol will look into Google Hangouts
- Total [contributions](#) in Oct 2018: \$3,731.65. YTD: \$81,093.87 since 2003: \$226,299.79.
  - This includes donations from the silent auction (\$3,674) and \$57.65 from Puerto Rico project..
- Total balance as of end of Oct 2018: \$105,776.85.
- [Puerto Rico project/FEMA](#): Total funds raised (as of 12/16) at: \$2,315 (1,719.78 deposited into our account).
  - No updates

## **Committee Updates**

- **Marketing activities:** Allen
  - ??
- **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/1yQBZiGscFMHUU6xCaaJJwkR3zkHevI6WlIverunEPsss/edit#gid=0>
    - Draft RFQ:
      - [https://docs.google.com/document/d/1h9H86OovhPejXdQmdO\\_Ofmm9QxSuZEQyDWnQ\\_Kh2nR4](https://docs.google.com/document/d/1h9H86OovhPejXdQmdO_Ofmm9QxSuZEQyDWnQ_Kh2nR4)
    - While talking with Brett (URISA IT), he and Carol discussed the possibility of using Google tools such as Google forms to simplify and replace the current DB.
  - Google Suite and Drive
    - For a non-profit account, GISCorps would need its own 501 3c. Since we do not have this, we started looking into other options that would allow us to migrate into a non-profit account considering our limitations.
      - TechSoup will not approve GISCorps because it is not its own non-profit. Brett is looking into moving GISCorps’ domain under the URISA G Suite account since they do have the nonprofit account.
      - Brett is working with Google support to ensure that this is done properly.
    - Wendy connected Carol and Brett (URISA IT). Brett has been working with Google to figure out a way to migrate our domain to live under the URISA domain. Carol checked in again last week with Brett to coordinate time to work together on this, but based on the ongoing discussion with Google, Brett needs more time to work out the plan so we are postponing till after the holidays.
      - German mentioned that we would need to make sure we can send mass emails from gmail under the upgraded plan if we go forward with the VoIDB becoming a Google Form.
    - It has been determined that this process for migrating the account will not be as straightforward as we had hoped.
    - Holly can help
  - Podio
    - The Podio site has not been deleted. Carol will look into this.
      - Shoreh says not to worry about archiving its content.
      - Carol mentions that Wendy might want the Podio help desk content that Carol had created.
  - 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. **COMPLETED**
  - 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.
  - Holly pointed out Eadie Kaltenbacher's great GSP write-up.
  - Holly will contact GSP participants whose licenses are expiring.
- Report from [Mission Coordinators](#): - *a number of us met and discussed the continuation of these subcommittees. DHN seems to be the one that all agreed to dissolve. Conversations about the other two needs to continue. Add link to notes...*
  - **OSM**: Troy: Status of committee still under discussion...
  - **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: all who attended the call were in agreement that this subcommittee should dissolve due to DHN's lack of activity.
  - Another meeting about OSM and AGO subcommittees will need to be scheduled. How should they be structured, how often are members updated, should a disaster response subcommittee be created??
- **Publication**: For February: CampFire
  - Project Managers should start nudging their Partner Agencies to make sure reports are submitted, keeping in mind the goal of including them in the February newsletter.

**Deployment news (launched, ongoing, new): [Volunteer/Project List](#) - from most recent to the oldest project**

1. **Pending: GSU platform testing (255?): German/Troy**: Spoke with PA, wants an 'activation' in January. Need to revisit with him on what we would like to see on our end (remove mention of payments).
  - This is an academic study on the effect of messaging and feedback on volunteer image assessments in crowdsourcing projects.
2. **Butte County (252)**: Wrapping up report to County today. Holly and German conservatively put in over 120 hours apiece for this effort. We have to find a better way to deal with these while still providing our expertise.

- 15 volunteers including about 4 standouts worked daily from Dec 7th through Dec 19th
  - Frustrations included intermittent communication lags with Esri and PA, both of whom were overwhelmed with work and/or travel.
  - German and Holly are documenting lessons learned for future projects of this nature.
- 3. **Crowd2ems (251/253):** German: E2mC asked for a second round of testing last weekend. Sent emails to all 98 signups from the first time + all NAPSG Hurricane vols. Waiting to hear from team as to whether anyone participated.
- 4. **One Shared Story (potential new - 250):** Wincy: Robin has been struggling with initiating data standards/model for the organization and that is the reason why she hasn't reached out. I have suggested a conference call so we can know more about what she is looking for/at exactly, and determine whether that is something our volunteers may be able to assist in. She is now writing a short description on what she is looking for and Wincy will schedule a conference call after receiving the description.
- 5. **Conservation Lands Foundation w/Puente (247):** Troy: Both Chris and Alexis are working on story maps for CLF covering grant locations, Friends network, and one covering the conservation lands that CLF works on. They are also doing the data curation and publishing to AGOL. Seems to be going well at this point.
- 6. **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 sent the cert and GISP letter and inserted the hours in the spreadsheet
  - **COMPLETED**
- 7. **Capital Area Food Bank (245):** Wincy: Sarah (volunteer) said it is going a little slower than expected, but probably because PA is doing some data cleanup; going well otherwise.
- 8. **Food Aid (242):** Shoreh: similar to the last update, at this point they are still in the data collection phase needing more known locations for areas where edible beans were planted (and planting date) in order to train the model (machine learning to determine as planted areas).
- 9. **HOT India Flood (241), HOT Japan Flooding (238), HOT Cyclone Gaja (254):**  
**Troy/German:** Troy sent out an email about Gaja last month to all vols. Ended up getting quite a bit of traction. All further OSM announcements should maybe go to all?
  - For future HOT projects, send out to everyone instead of just OSM flagged vols
  - Resulted in more questions in the Slack channel, more support needed. In the future if we do send out broader announcements for these projects, we need to make sure that the project manager is available to provide support.
- 10. **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.
  - **COMPLETED**
- 11. **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)
  - There are 10k tiles that need to be validated (need skilled OSM vols)

- i. Troy is considering contacting vols with extensive experience directly to take on this task
- ii. Daniel Specht is someone Troy has in mind.

**Other business**

- Outstanding Training/on boarding:
  - Website posts (Wincy)
  - Updating vol counts in AGO map-quarterly (Holly)
  - Everything (Chris)
- NAPSG Conference (Dec 3-4 in Boulder)
  - German went. Met some good contacts, but not sure it was the right audience for a lot of traction. Will send Wendy reimbursement for rental car today.
- 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.

Meeting adjourned at 12:45 p.m. EST

**Next call:** Thursday January 17, 2019 at noon EDT