Thursday March 21, 2019 at noon EST
Call information: +1 508-469-9087 PIN: 163 903 993# or join via Chrome or Firefox at
meet.google.com/okf-bvsb-wpi
2018/2019 Chair: Carol, Co-chair: Leslie

AGENDA

Present:
- GISCorps CC: **Shoreh**, **Holly**, **German**, **Dianne**, **Allen**, **Troy**, **Wincy**, **Chris**, **Leslie**, **Carol**
- URISA: **Wendy**, **James**
Regret: (Regrets are not bolded)
Approval of February Minutes
- Motion: Shoreh
- Second: Leslie

Monthly Financial Report
End of Jan 2019 Financial Report: **Shoreh**
- Total expenses in Jan 2019: $959.50. YTD: $959.50 since 2003: $125,129.22. (Phone call: $34.50, GIS assistant: $925.00).
- Total contributions in Jan 2019: $96.80. YTD: $96.80 since 2003: $233,924.64.
  - $96.80 from PR project.
- Total balance as of end of Jan 2019: $108,795.42.
  - 3-year budget posted in here.
    - Created in March of every year
- Puerto Rico project/FEMA**:** Total funds raised (as of 3/17) at: $2,465.00 ($2,408.80 deposited into our account).
  - Heather just said that the person most knowledgeable was on rotation and is now back. She said that she would call her Thursday and try and have something for us later. She added "However, I am not confident that they will be brimming with ideas, as they are not GIS people.   As we already found out, the community mapping/survey effort has already been transcribed."
  - Heather is meeting with PR team on Monday and will report back.
 - Is trying to find out how we can plug our vols into whatever they need.

Committee Updates

- **Marketing activities**: **Allen (Update: Subcommittee scheduled to meet week of March 29th to review - update to come after)**
  - From last month:
    - Would like to setup a subcommittee on this topic, or at least have another person work with me to bounce ideas off of. Subcommittee could cover multiple topics.
      - Contact Allen to join the subcommittee.
      - Christina Boggs might be a resource
      - Wendy suggested asking for volunteers to join the marketing committee to help promote GISCorps

- Dianne doesn't mind helping as long as Allen leads the charge. Christina Boggs had a whole sheet of ideas that she shared with Dianne & Allen earlier. Ball is in GISCorps' court to discuss priorities and get back to the URISA Marketing team.
- Allen will set up a call with Dianne, Wendy, Christina to vet list below and come up with a list of top priorities to bring to the URISA marketing committee.
  - Some activities that should happen:
    - Coordination with URISA Marketing Group who in the past wanted to:
      - Create Digital Investment Package that incorporates testimonials, brochures, etc (Not certain what this was to look like as we have done some of these things in a piecemeal fashion already)
      - "Ask" package for matching/larger donations
      - Sustaining members package with recurring donations
      - URISA opt in fee $5 - believe we are doing this already?
    - Auctions (GISPRO) - others?
    - GC Promo Video
    - Website updates "How to get involved, etc."
    - Other Brainstorming?

- **Technical (Website/Vol database/GSuite)**: **Carol**
  - Website/Database
    - Database is in a holding pattern until after the G Suite migration
    - 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?
    - Vol DB functional requirements: https://docs.google.com/spreadsheets/d/1yQBZiGscFMHUU6xCaaJJwkR3zkHevI6WIverunEPsss/edit#gid=0
    - Draft RFQ: 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
    - The migration will again be put on hold and will likely not happen until after hurricane season so it doesn't conflict with our busier season.
      - Brett is hoping to gain access to the new migration product to determine if it will have the improvements promised and is reliable. Currently, it is only in beta and available to Business and Enterprise licenses, but he things non-profit access will come soon.

- If we use the migration product or if we (hopefully NOT) have to use the process we had already planned for, there are things we can do that will make the migration go more smoothly.
- I haven't had enough free time this week to create a task list and suggestion for the file organization. I will share as soon as I have my thoughts put together and am able to run it by Brett.
■ Slack channel has been created for discussion and sharing information. Anyone interested is welcome to join it. #giscorps_googleadmin
■ I'll be looking more closely at the GDrive auditing tool I found last year. This will help with the tasking but it is not free. Once I determine if that is the best tool for what I want to suggest, I'll submit a purchase request to the CC. I'm going to look into some other options as well. I believe it costs $300 to cover an entire GSuite account. I'll probably purchase the Gmail version and play around with it in my personal account first.

- **GIS Service Pledge (GSP)**: **Holly**
  - Activity since February 21:
    ■ Applications approved: 0
    ■ Applications rejected: 0
    ■ Reports posted on website: 0
    ■ Reports currently due/overdue: 10
  - Cumulative program totals:
    ■ Total Applicants: 44
    ■ Total Approved: 35
    ■ Withdrawals (post approval): 3
    ■ Rejections/Invalid applications: 9
    ■ Reports submitted: 10
  - Comments/Issues:
    ■ Updated the GSP SOP with templates for 11-month reminders, 12-month reminders, and overdue reminders (in addition to the 10-month reminder template that was already there). Sent out report reminders on March 18 to 14 GSP participants (7 overdue, 3 due now, 3 due in a month, 1 due in 2 months).
    ■ One participant responded asking me nicely to remove him from the list as he never received his license due to technical difficulties (I looked into it and it seems there was an issue with his address that may never have been fully resolved). I removed him from the list and changed his status to "withdrew."
    ■ Another participant let me know that she had withdrawn from the program because her organization decided to use some students who needed volunteer hours. She said she had let us and Esri know. I updated her record to "withdrew."
    ■ Leslie mentioned that perhaps participants who were approved but withdrew should still appear on the map. Further discussion to occur in Slack.

- **Disaster Response Subcommittee:**
  - **FEMA ESF Calls: Leslie**
    ■ Notes from 3/6 call here: https://docs.google.com/document/d/1TD6XaijoUgNEQmqwpxGr4m1gC9qpUxPasdztT04b4aw/edit?usp=sharing

- National exercise May 30 - June 5 (not including Saturday and Sunday). Do we want to participate as a 'crowdsource' agency?
- March 27th 11:45pm-12:45pm EST Crowdsourcing Unit Recruitment Webinar
- March 28th 12pm-1pm EST Shaken Fury 2019 Crowdsourcing Kickoff Webinar
- May 2nd Crowdsourcing for Emergency Management Workshop Boston, MA: This in-person workshop
- Timeline for Fury 2019
- Consensus seems to be that there might not be a role in this for us.
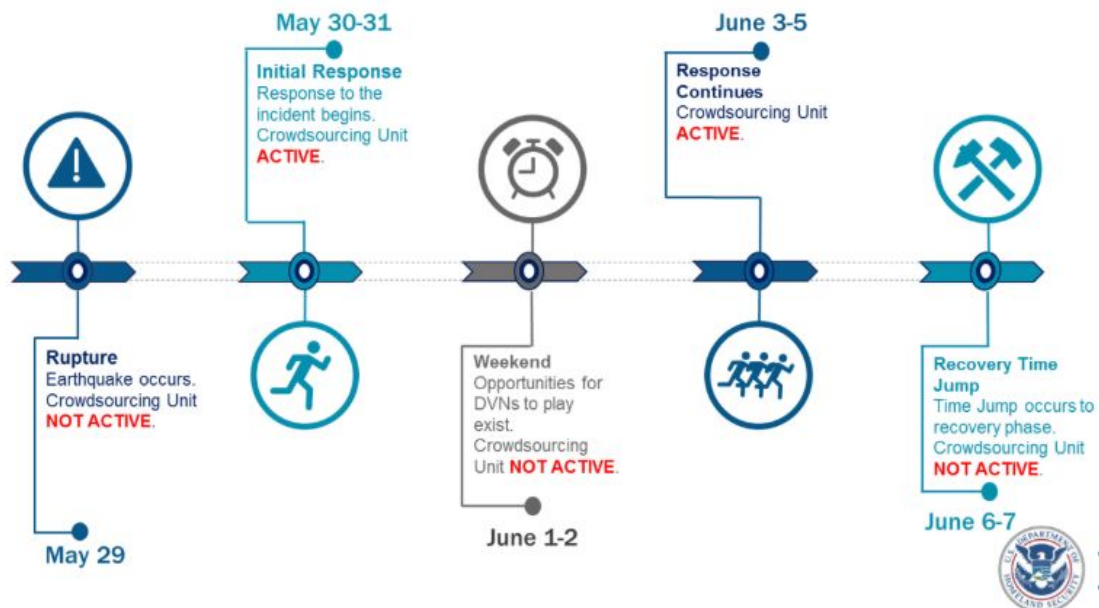
- **OSM: Troy/German**
  - During the Disaster Response talked about describing workflows for HOT activations for GC which will not likely change from the existing SOPs that German has developed.
    - Workflows that don't involve extensive project management
    - Will develop a chart for different types of activations and refer to the existing SOPMs
    -
- **AGO**: **German**
  - Want to experiment with some different versions of the web maps on landing page (project dashboard)
  - Clean up of old users is done
    - Should we delete Jeff Pires and Jeff Baranyi accounts? *Probably leave for now, but make sure they don't have a ton of data.*
      - *Leave both but ask them to clean out their data*
      - *Can put them in inactive mode and bring them back if needed*
  - Build AGO into project closing process with PM cleaning up all AGO accounts and items.
  - Holly created an account for Chrisz?

- Holly thinks she sent an invitation. Chris will look for it.

- **Publications: Holly**
  - Since last meeting:
    - 4 New Project posts (3 MRA, 1 TJI)
  - For May Newsletter: New Projects (MRA, TJI, Serve Squad)
  - Upcoming reports:
    - New Project posts:
      - MRA (258)
      - Serve Squad (261)
    - Completed Project posts:
      - Capital Area Food Bank, various GSP reports (though some of these may never arrive)
  - Social media:
    - New GISCorps Instagram account: https://www.instagram.com/giscorps/
      - 12 posts so far, 75 followers
    - Twitter
      - Up to 2,320 followers
      - On average, 1300 people see a GISCorps posts each day, 3 people click a link in a post, 4 people retweet a post, and 7 people like a post.
      - There is a general upward trend in engagement since Nov 2018, when we averaged 1 link click, no retweets and no likes per day.
      - Feb 7th is when the engagement really took off. That's the day we posted the first tweet about the MRA partnership and tagged Paul Doherty.

Your Tweets earned **69.1K impressions** over this **91 day** period
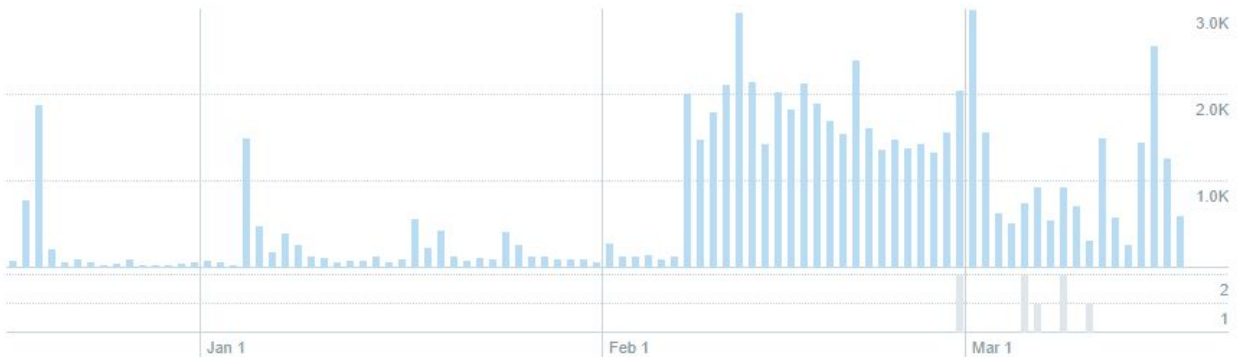
    - Facebook
      - FB Page

- FB Group
  - 598 members (18 new this year)

  - LinkedIn
    - Company Page
      - 96 followers since November launch
      - Metrics available for age, industry, seniority level, etc.
    - Group
      - 1,138 members

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

1. **Serve Squad: Leslie** can take lead but will not be available during July
   - Very different project for GISCorps
   - Using SmartSheet, want to integrate mapping functionality and geographic search (by zip code)
   - Remains to be seen whether we will have a volunteer with the skills we need.
   - Leslie thinks SmartSheet support might be willing to help
   - Shoreh will cover for Leslie in July
2. **Green Berkshires: Holly**
   - Request from Rachel Christensen, daughter of the PA contact for Train Campaign
   - I responded on 2/17 and followed up on 3/5 but no response.
3. **WE CAN Foundation:** Holly
   - Finally got in touch with Kenneth Wyrick and Michel McLaughlin of WE CAN Foundation on 3/19. They are looking for a volunteer with open source GIS skills to create 2 datasets for a study area in South LA as part of a project aimed at encouraging tree planting and conversion of lawns to drought-tolerant landscaping. Will set up a conference call soon.
   - Holly will send out a Doodle poll today to schedule a call.
4. **Mountain Rescue Association (256, 257, 258, 259): Troy**

- ○ Hired for 256 (MRA User Support) - Shannon Cox
- ○ Hired for 257 (Admin Dashboard Development) - Erin Arkison
- ○ Hired for 259 (Append CalOES data) - Caroline Rose
- ○ Interviewed for 258 Alice Pence and Jim Kyle
- ○ They are adding one more volunteer to do analysis (likely after 258 is complete)
5. **Texas Justice Initiative (260)**: **German** Found perfect candidate. Project underway. Going well, Vol familiarizing himself with data while waiting on Eva to get some AWS issues sorted. PA very happy.
6. **GSU platform testing (255): German/Troy** PA found issues with his methodology. No further action. Remove from list next month.
7. **One Shared Story (250)**: **Wincy**: Robin has been having meetings with different partner organizations. It doesn't seem mature and ready enough. Will wait for Robin to reach out again to restart the process.-can we remove from list? Yes.
8. **Conservation Lands Foundation w/Puente (247): Troy** Chris Packer is continuing on with CLF - he is starting on some new work representing mining claim records in ArcGIS Online, and there are additional areas where they are going to apply similar methodologies. Amy will be leaving in early April to move to Missoula. They asked if Chris could stay on through May. We will be talking to Charlotte and Danielle for next check-in.
9. **Capital Area Food Bank (245): Wincy** Volunteer feedback received. Waiting for PA feedback form (PA had conferences and surgery last week). Volunteer working with PA on the report.
10. **Food Aid (242): Shoreh** Jill reported that the status has not been changed and they are still waiting on data.
11. **HOT Active projects: Troy/German**
    - ○ No additional projects this month.
    - ○ Holly created a HOT webpage where she will keep active project list current as needed. (https://www.giscorps.org/hot-projects/)
    - ○ #giscorps hashtags!!!
    - ○ Holly has been pushing HOT projects on social media and encouraging HOT mappers to train to manage activations (Russ says they are swamped and don't have enough trained vols)
    - ○ Mapathon tonight. Troy German Holly will be helping with real time validation.
    - ○ New request came in during the meeting, likely to request support for Cyclone Idai.
    - ○ Discussion of hosting our own virtual mapathon at some point.
12. **Tanzania Development Trust (218)**: **Troy**
    - ○ 42 open projects, 31 of which are 100% mapped but need validation
    - ○ Have been helping Emmor and Carla Hondius on the TDT slack channel
    - ○ Mapathon 3/21 in New England will map a Tanzania task
    - ○ German will send out an email requesting more validators for TDT and asking for mappers for Idai projects in Mozambique and Zimbabwe

Other business
- ● Esri UC:
  - ○ Need to vote for reimbursement for Holly, German, and Curtis
    - ■ Holly: not to exceed $600
    - ■ German/Curtis: not to exceed $1,500
    - ■ Vote for expense approval:
      - ● Motion: Shoreh

- ● Second: Allen
  - ○ Shoreh will schedule the event for Wednesday from 11:30 to 12:30 pm.
  - ○ Holly will work on updating the slide deck.
  - ○ Lunch for 30, half paid by the GC and the other half by DTS
  - ○ Holly is in touch with Women in GIS and will let Shoreh and Wendy know as soon as she finds out what day their lunch meeting is scheduled so we can avoid a conflict.
- ● GIS-Pro: Allen will be there (lightning talk)
- ● Georgia URISA vol group
  - ○ Wincy: responded to Langdon Sanders that GISCorps will not be involved and that GISCorps is a trademark name. Langdon will bring this back to the GA URISA board and see how they will proceed with the GEMA projects.
  - ○ Wincy to give presentation sometime in June-ish somewhere
- ● Outstanding Training/on-boarding: Holly
  - ○ WordPress Training for Wincy and Chris completed on February 22.
  - ○ Created two training videos for posting [New Project reports](#) and [Completed Project reports](#) on wordpress. Those links are also in the Website SOPM.
  - ○ Chris has completed all but four of his onboarding items. Remaining items:
    - ■ Learn about the Core Committee folder in Google Drive (Carol)
    - ■ Learn about the "GISCorps(ShorehPC)" folder in Google Drive (Carol)
    - ■ Learn about GIS Service Pledge (Troy/Leslie)
    - ■ Mission/Project management (Shoreh/German)
  - ○ Chris will contact the relevant people to schedule the rest of his training.
- ● Update to 'strategic plan': Dianne
  - ○ Kanban board updated and tasks assigned. Will update as needed (RFQ, G Suite migration, etc.)
- ● Website updates: Holly
  - ○ Streamlined the "Donate" button a bit.
  - ○ Added "Our Supporters" link to the "Who We Are" menu: https://www.giscorps.org/donations_received/
  - ○ To do:
    - ■ Reverse order of contributors on that page so that they are in reverse chronological order
      - ● Look into feeding that data from a spreadsheet so that it's more easily updated/manipulated
    - ■ Develop a dashboard for home page highlighting GISCorps stats
- ● Other presentations: Ohio (Mark Salling and Dick Kotapish), presentation in Louisiana may or may not happen. Kathrine Cargo is looking for someone else.
  - ○ Wendy mentioned that it would be great to have a GISCorps representative attend URISA Caribbean conference in Trinidad.

Meeting adjourned at 12:59 p.m. EDT

Next call: Thursday April 18, 2019 at noon EDT