

Thursday June 20, 2019 at 12:00 EST

Call information: +1 508-469-9087 PIN: 163 903 993# or join via Chrome or Firefox at

meet.google.com/okf-bvsv-wpi

2018/2019 Chair: Leslie, Co-chair: Troy

AGENDA

Present:

- GISCorps CC: **Shoreh, Holly, German, Dianne**, Allen, **Troy, Wincy, Chris, Leslie**, Carol
- URISA: **Wendy**, James

Regret: (Regrets are not bolded)

Approval of [May Minutes](#)

- Motion: **German**
- Second: **Dianne**

Monthly Financial Report

End of Apr 2019 Financial Report: **Shoreh**

- Total expenses in Apr 2019: \$1,972.24. YTD: \$9,032.79 since 2003: \$133,202.51. (Phone call: \$3.49, Marketing (booth fee): \$500.00, GIS assistant: \$1,468.75).
- Total [contributions](#) in Apr 2019: \$0. YTD: \$145.77 since 2003: \$233,973.61.
- Total balance as of end of Apr 2019: \$100,771.10.
- [Puerto Rico project/FEMA](#) - Total funds raised (as of 6/14) at: \$2,465.00 (\$2,432.77 deposited into our account).

Committee Updates

- **Advisory Committee**
 - **Marketing activities: Allen**
 - Brochure update complete and read for printing
 - Team to start work on next item in project plan
 - Digital Investment Package
 - Wendy added that they've been promoting the GISPro silent auction to benefit GISCorps and that they've been finalizing the new brochure for the Esri UC.
 - Brochure link:
<https://drive.google.com/file/d/0B2Yp87Zav2JbTGw4dUdmX1BiTTdPYncxTHNpQjZVX3gwQ0ZN/view?usp=sharing>
 - Brochure fold diagram:
<https://drive.google.com/file/d/1A7Vks0z8D8cssoZ4suLah5E4ErGKr7ib/view?usp=sharing>
 - **Update to 'strategic plan': Dianne**
 - Updated Kanban Board with progress
 - Onboarding Chris
 - Formation of Advisory Board
 - Updates to Operating Policies & Procedures to reflect the Advisory Board
 - The Esri project

- **Technical (Website/Vol database/GSuite): Carol**
 - Carol and Holly have been meeting on a weekly basis and are taking online courses (for GSuite).
 - For the database, Holly is experimenting with the volunteer form in the DEV environment.
 - Will have a dedicated meeting for this after the UC.
 - Notification email problem is under investigation by Holly and Carol.
 - Holly has been checking the inbox on a daily basis until the issue is fixed.

- **GIS Service Pledge (GSP): Holly**

- Activity since May 18:

	Last 30 days	Previous 30-day period
Applications Approved	2	2
Applications Rejected	0	0
Reports Posted on Website	3	2
Reports Now Due/Overdue	7	9

- Cumulative program totals:
 - Total Applicants: **49**
 - Approved Participants: **40**
 - Withdrawals: **3**
 - Rejections/Invalid applications: **9**
 - Reports submitted: **17**
 - Countries represented: **7**
- One of the new reports (Patrick Hall) is still in draft mode pending review by the LAFD Captain he did the work for.
- Tracking spreadsheet is here for anyone who would like more detail:

<https://docs.google.com/spreadsheets/d/1fHDeh5DLyvefAON1FLv2RZ4E0J0mqv1Y7hZTF0zaVm8/edit?usp=sharing>

- **Disaster Response Subcommittee: German**

- German is the subcommittee chair
- German put together a disaster response/crowdsourcing slide deck and flyer
- Holly working on framework for SOP. Troy\German will help fill in when ready
- Meeting minutes

link:<https://docs.google.com/document/d/1oCIWu3MnFTnFQj4R1yzACAITyKlbHdRfFmJWQEHEMQA>
- Will meet with Jeff Baranyi at Esri UC
- **OSM: Troy/German**
 - Will develop a chart for different types of activations and refer to the existing SOPMs - haven't done this yet.

Publications: Holly

- Since last meeting:
 - 2 New Project posts ([WE CAN Foundation](#) and [WHO-Kenya AFP Surveillance](#))
 - 3 GSP posts ([Dave Hansen](#), [Dawn Hutchinson](#), [Tarlán Rezzaghi](#). Patrick Hall's still pending approval from the organization he supported.)
 - Updated and exported [Supporter flyer](#) Esri UC
 - [May Newsletter](#)
- Upcoming publications:
 - website reports:
 - New Project announcements:
 - 203-Seeds of Hope
 - Completed Project reports:
 - Capital Area Food Bank, 265-Kenya AFP Surveillance, various GSP reports as they come in
 - Update slide deck for presentations
- Social media outreach:

	Followers/Members			Posts	
	Current	At last meeting	Change	Last 30 days	Previous 30-day period
Twitter	2,474	2,423	+2%	7	6
Instagram	198	132	+50%	6	7
Facebook Page	129	112	+15%	8	3
Facebook Group	624	613	+2%	8	5
LinkedIn Page	141	124	+14%	5	3
LinkedIn Group	1,147	1,141	+1%	6	3

Deployment news (launched, ongoing, new): [Mission Control Spreadsheet](#) - from most recent to the oldest project

1. **Seeds of Hope (203): Troy**
 - Met with Tim Alderson to go over project requirements and expectations to restart this project (went dormant after volunteer recruitment two years ago). Draft JD is complete and has been sent to Tim for approval. Looking for a volunteer in the LA area.
 - Shoreh mentioned the idea that we should consider monthly ½ hour calls with vols and PAs to make sure projects don't fall by the wayside for various reasons. Could be a requirement included in the JD. Could increase sense of accountability for both PAs and volunteers.
2. **[Puerto Rico project/FEMA](#): Shoreh**
 - Shoreh emailed Antonio to get an update. He Said he's attending an event next week that might provide an opportunity for our volunteers.

3. **WHO Kenya Health Facility (265) Done: Leslie**
 - Volunteers finished project but did not complete all areas. WHO working to QA/QC data and prepare next steps document for a possible phase two of the project, which would be done by WHO staff.
 - Leslie recommends we don't promote the completed project post on social media. We can still post our completed project post on the website and add a dot to the map on our website.
4. **Serve Squad (261): Leslie**
 - Currently exploring options to see which would be the best design approach for both the users and administrators of the mapping component, while preserving the functionality.
 - Maggie is constrained by the fact that Tené will not be able to activate the Smartsheet business license until September 1 due to budgetary considerations. The Smartsheet license for individual users does not offer the same features. However, this does not in any way jeopardize the launch date of the project as it is not on the critical path. Milestones as of June
https://drive.google.com/open?id=1qbh_9pPnGTX11Til5mxj6BH5ZqoMSfmp
 - Full update from volunteer Maggie
<https://docs.google.com/document/d/1ekVMtrkTV80ax7RYSmNPC33w20wDcJm3nOiyYLz9w/edit?usp=sharing>
 - Leslie talked with Scott Willeke the Director of Product Management at Smartsheets and we are trying to setup a meeting with him, Tene and Maggie
5. **WE CAN Foundation (264): Chris**
 - Project is underway. Kick off lunch meeting and introductions went well.
 - Lots of email chatter with advice on urban tree canopy mapping, lidar, etc.
 - Need to reach out to Alice. Haven't seen many emails from her.
6. **Mountain Rescue Association (256, 257, 258, 259): Troy**
 - Heard back from Erin Arkison and Jim Kyle. Erin is working on the final dashboard and expects to be done soon. Jim is doing preliminary analysis in preparation for the final dataset.
7. **Texas Justice Initiative (260): German** emailed vol and PA. Waiting for project update reply.
8. **Conservation Lands Foundation w/Puente (247): Troy**
 - This project appears to be completed.
 - CC members will try to follow up with both CLF and Puente at Esri UC.
9. **Capital Area Food Bank (245): Wincy** followed up with PA for report. Waiting for reply.
10. **Food Aid (242): Shoreh:** they just sent an update and I forwarded it to CC. The project is progressing very well now that they have access to more data.
11. **HOT Active projects: Troy/German**
 - No new active projects
 - <https://www.giscorps.org/hot-projects/>
 - Holly will set up email notification so that she, German and Troy will be notified when new feedback comes in.
12. **Tanzania Development Trust (218): Troy**
 - A lot of activity here. Emmor has re-engaged with the project and is identifying projects for sustained validation efforts.

Other business

- **The Conservation Intelligence Platform (CIP) Program: Shoreh**

- Rob (NGS) went to Redlands last week to meet with David. According to David, the meeting went very well and they will contact us soon.
- **Esri UC: Shoreh**
 - Esri asked if we could present at the Spotlight. Shoreh and German will do that on Wednesday at 4:30 pm.
 - The annual meeting is scheduled for Tuesday from 11:30 to 12:30 pm. Room number of 29D.
 - Holly provided graphics and text for the booth.
 - Holly will work on updating the slide deck in Google Suite fed with live graphs from the volunteer and mission spreadsheet.
 - Holly created a one sheet document to take around the exhibit to seek donations is (mainly to Gold, Platinum, and silver sponsors).
 - Allen is updating the flyer. It's done and ready to go to the printer. Need approval for the cost (\$712).
 - Motion to approve flyer printing costs of approximately \$720: **German**
 - Second: **Leslie**
 - Lunch for 30, half paid by the GC and the other half by DTS.
 - German sent an email to 2018/2019 volunteers. At least 5 Vols agreed to help at booth.
- **Georgia URISA: Wincy** gave a presentation on June 11 in Macon, GA. Regional Commissions may be reaching out for potential projects in the future.
- **Outstanding Training/on-boarding: Chris**
 - Chris has one remaining item:
 - Learn about GIS Service Pledge (Troy/Holly) - meet on Tuesday, June 25
- **Mission Control spreadsheet: Holly**
 - Everyone is encouraged to update the Internal Projects list so that your current hours are incorporated into your weekly tally.
 - Added AutoCrat functionality for all three feedback forms (HOT, Standard, Custom).
 - With Shoreh, did a bunch of cleanup/standardization of fields on the Deployed Volunteers and Completed Missions spreadsheet.
 - Web maps are now displaying data from the Mission Control spreadsheet, so we are solely using that one now. AGO data is now a hosted feature layer so that it can be used for dashboards. That means it has to be updated whenever a project is completed. Luckily it's a painless two-click process in AGO.
 - Still need to finish updating the SOPM to reflect changes to workflow.
- **Website updates: Holly**
 - Still waiting for input or approval from URISA's legal team regarding the privacy policy I wrote.
 - Added the cookies opt-in/out plugin required for GDPR compliance but it currently links to our old privacy policy page. I will update this as soon as I get approval from Wendy.
 - Backed up the site and uploaded a copy of the backup to G Drive
 - Tested and updated plugins, themes, and the WordPress software weekly (as needed).
 - Experimented with using a Google form for volunteer registration on the development version of the website. It is workable but not perfect. Users can

update their records using a link they get in a confirmation email, so no password is created or required, but if they lose the email then they're out of luck.

Meeting adjourned at 10:03 p.m. EDT

Next call: Thursday July 18, 2019 at noon EDT