

Thursday Oct 17, 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-bvsb-wpi

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

AGENDA

Present:

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

Regret: (Regrets are not bolded)

Approval of [September Minutes](#)

- **Motion: Shoreh**
- **Second: Wincy**
- **The motion passes.**

Monthly Financial Report

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

- Total expenses in August 2019: \$2,651.25. YTD: \$19,286.01, since 2003: \$143,455.73. (GIS assistant: \$2,287.50, SSL cert: \$27.99, A2 Annual Web Hosting: \$335.76).
- Total [contributions](#) in August 2019: \$0.00. YTD: \$195.77 since 2003: \$234,023.61.
- Total balance as of end of August 2019: \$90,567.88.
- GIS-Pro Silent Auction brought in \$2,881.00.

Committee Updates

- **Advisory Committee**
 - **Marketing activities: Allen**
 - Have begun work on the creation of a digital investment package. I will have an outline of what these packages might look like for our next meeting and/or before our next meeting for review. These packages will represent gold, silver, bronze type scenarios for folks to sponsor GISCorps and we will highlight the benefits of doing so through testimonials, charitable contributions, etc.
 - [Link to powerpoint presentation](#)
 - **Discussion**
 - similar efforts have been attempted in the past without much success. In this case Allen has volunteers who are willing to put the materials together. Allen would start with every company that is a URISA sponsor and then move on to other GIS related companies. He anticipates 60-80 companies.
 - First step would be making a list of the target audience
 - Shoreh thinks that we have nothing to lose
 - Info would have to go in brochures and on our website
 - Numbers may be high but better to start high and move down that aim too low

- Might be helpful to make a list of needs (what we would spend the money on)
 - GIS higher ed programs and URISA chapters might be good targets.
 - **Update to 'strategic plan': Dianne**
 - Working to update the Strategic Plan for 2020-2025 and to update the Kanban board; will need to revisit with the CC and modify as per activities over the past few months.
 - **Technical (Website/Vol database/GSuite): Carol**
 - NEW - Carol heard from Brett about GSuite migration. He is waiting to hear back on an internal migration option. The tool we were hoping for is still not available to the non-profit versions and only Enterprise.
 - Volunteer DB (added by Holly) - waiting to hear back from Andrew Turner about Hub training for Core Committee members. Hoping to get started on that in the next month.
 - **Discussion:**
 - Website and all its content is hosted by a hosting company called A2.
 - Volunteer DB was hosted by DTS on one of their servers until a month or so ago. Now it is hosted by DTS on their AWS instance.
 - Allen will be finished at DTS in October 2020.
 - The DTS tech support terms will not change for the next year.

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

- Activity since **September 19**:

	Last 30 days	Previous 30-day period
Applications Approved	0	1
Applications Rejected	1	0
Reports Posted on Website	0	1
Reports Now Due/Overdue	9	8

- Cumulative program totals:
 - Total Applicants: **52**
 - Approved Participants: **42**
 - Withdrawals: **4**
 - Rejections/Invalid applications: **10**
 - Reports submitted: **18**
 - Countries represented: **7**
- Sent out another round of report reminders on October 11. Did not send additional reminders to participants who had already received 6 or more reminders.
- Tracking spreadsheet is here for anyone who would like more detail:

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

- Sent email to Emily and Salim about adding a link to the Home Use License page.
- **Disaster Response Subcommittee: German**
 - [Disaster Response SOPM](#) (In Progress)
 - Meeting minutes
link:<https://docs.google.com/document/d/1oCIWu3MnFTnFQj4R1yzACAITyKLbHdRfFmJWQEHEMQA>
 - Troy will update the DR SOPM for HOT procedures
 - Shoreh spoke to the idea of adding DR-specific CC members who would manage DR projects only and then not manage other types of projects.
 - Would require change to P&P document
 - Could help alleviate risk of burnout
 - **Motion to update the policies and procedures to include the addition of Disaster Response-specific project managers: Shoreh**
 - **Second: Troy**
 - **The motion passes.**
 - Shoreh will work with Dianne to update the policies and procedures
 - Holly and German will draft an email to invite disaster response admins to join the CC in this capacity.

Communications: Holly

- Since last meeting:
 - 2 New Project posts
 - [250-One Shared Story](#)
 - [269 - River Ridge Institute](#)
 - 0 GSP posts
 - 2 Completed project posts
 - [275-Hurricane Dorian](#)
 - [265-Kenya - AFP Monitoring](#)
- Upcoming publications:
 - Upcoming website reports:
 - New Project announcements:
 - 276-Eyes on the Reef
 - Completed Project reports:
 - 261-Serve Squad
 - Any GSP reports that may trickle in
- Social media outreach activity since **September 19**:

	Followers/Members			Posts	
	Current	At last meeting	Change	Last 30 days	Previous 30-day period
Twitter	2,658	2,630	+1%	6	9
Instagram	319	287	+11%	4	3

Facebook Page	187	160	+17%	4	4
Facebook Group	648	638	+2%	7	11
LinkedIn Page	246	212	+16%	4	4
LinkedIn Group	1,156	1,155	0	5	7

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

1. **Eyes on the Reef (276): Troy**
 - Volunteer Elvia Willyono chosen for initial work followed by Jose Sánchez Díaz starting a little bit later so Arnaud can manage their tasks
 - Sending out introduction letters this week.
2. **NAPSG-Dorian (275): Complete**
3. **Apalachee Regional Planning Commission (272): German**
 - Emailed, no response
4. **NAPSG Admin Team (271): German**
 - No activity.
 - Holly-call with Paul/MOU? [Notes here](#).
5. **Happy Valley HOA (270): German**
 - Moving forward slowly, no urgency.
6. **River Ridge (269): Chris**
 - Project announcement posted
 - Haven't seen any activity since last month. Will poke the PA and volunteer.
7. **WHO-PNG (267): Shoreh/Wincy**
 - Sent Ravi another email last week but have not heard back. I think we should just close this phase.
8. **Seeds of Hope (203): Troy**
 - Mary is no longer available to volunteer.
 - Mary provided technical help to Sophana (intern) who produced a nice story map (<https://arcg.is/0mOjni>), but apparently they are not going to use it because it was on a different AGO account.
 - Mary was never able to get access to their AGO platform.
 - Troy will inform Tim.
9. **Serve Squad/Charity Coop (261): Shoreh**
 - The project is completed. The PA has sent her feedback which contains an amazing testimonial. Maggie sent her feedback and the report. Will post it this weekend.
10. **WE CAN Foundation (264): Chris**
 - Communication with PA (Kenneth) established finally.
 - Seems they have moved past the initial needs assessment scope of this project.
 - WE-CAN was approved for ESRI Nonprofit Org. Program and wants to set up AGO for use with Collector App.
 - I've informed Kenneth this project has moved past initial scope and we should think about closing it. He believes they need more assistance as they don't have a system for

inputting data yet. Told him I would get advice from the CC if he should apply for more GISCorps assistance. Volunteer John is willing to stay onboard.

- Volunteer Alice has moved to Korea and I have not been able to reach her.

11. Mountain Rescue Association (256, 257, 258, 259, 263): Troy

- Paul reached out to everyone on Slack and there will be a call to discuss progress this month.
- MRA 256 - User Support (Jessica Beres):
- MRA 257 - Admin Dashboard (Erin Arkison):
- MRA 258 - Merge Historical Data (Alice Pence):
- MRA 259 - Data Collection, Sync, and Import (Caroline Rose):
- MRA 263 - Data Analysis (Jim Kyle):

12. Texas Justice Initiative (260): German

- May need new vol. Future uncertain.

13. Food Aid (242): Shoreh

- Jill said that they still only had 533 acres of bean data to use in analysis, so she sent those fields to Chris Dobell who was going to attempt some additional weather modeling to see if that would help the bean detection. She asked the PA to find out if he has received any updates from Chris.

14. HOT Active projects: Troy/German

- New active projects: none - Add [Lebanon Wildfires](#), [Cyclone Hagabis](#)?
- Other still active: ~~Turkey Earthquake~~(274), Cyclone Lekima (273), Japan (238), Kerala Floods, India (241), Cyclone Idai (262) - can maybe archive these, but there are still active tasks.
- <https://www.giscorps.org/hot-projects/>

15. Tanzania Development Trust (218): Troy

- Constant activity here answering questions.
- Seems like there is a good contingent of validators to man the slack channel now.

16. One Shared Story (250): Wincy

- PA and Volunteer are having weekly calls on Saturdays plus email communications in between the weekly calls
- Robin sent ESRI feedbacks on the HUB platform
- Bhanu is actively communicating with ESRI support as well

17. WHO-Kenya: Holly for Leslie

- Completed. The final report is [on the website](#) and the mission has been moved to the Completed Missions sheet.

18. [Puerto Rico project/FEMA](#): Shoreh

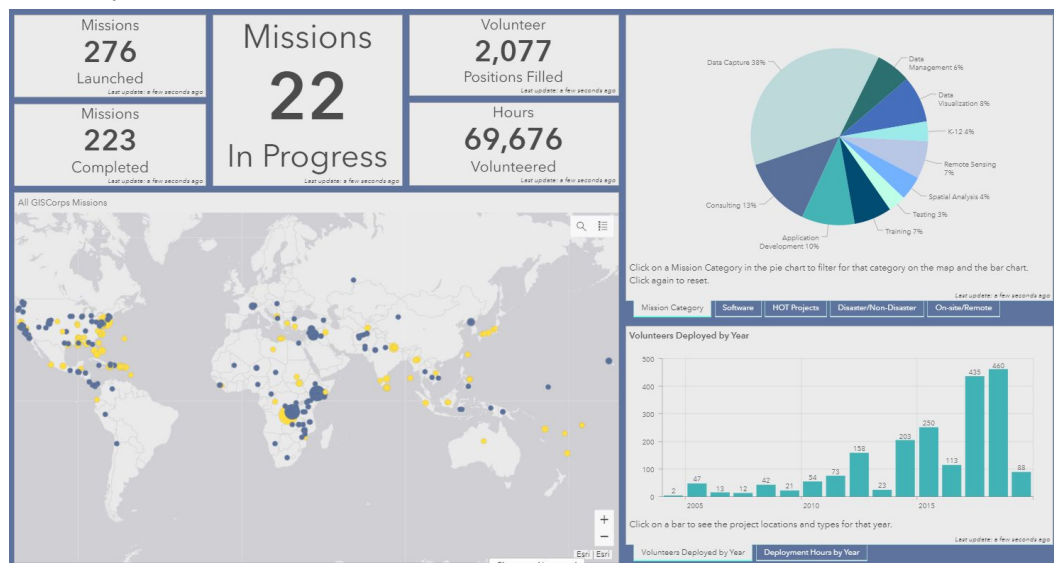
- Total funds raised (as of 10/13) at: \$2,465.00 (\$2,432.77 deposited into our account).
- Asked Wendy to start the process for returning the donations. After communicating with Go Fund Me found out the only way to return the funds is to contact the donors directly and send them a check.
- Dick sent an email to all 34 donors and asked them to either send their mailing address to get a check or donate to GISCorps.

Other business

● **GIS-Pro 2019: Allen/Wendy**

- Allen's presentation: 5-minute lightning talk on GISCorps' role in Katrina response/recovery.
- Silent Auction: \$2,881.00 raised.

- **Annual election: Shoreh**
 - CC membership is for 3 years (Section 6.7.7 of P&P). The CC votes on those deciding to stay on for another 3 years (German is the only one with 3 years). The CC Tab of the Mission Control includes all CC members' start date. Further, Chair and Co-Chair are assigned right after GIS-Pro as well. However, since Troy and Wincy just moved to these two positions, we don't need to make any changes.
 - CC voted to keep German on for another term.
- **The Protected Area Management Solution (PAM): Shoreh**
 - Shared the [new Charter](#) with Esri, however, as of 10/17, have not heard back from them
 - The PAM AGO can be accessed [from here](#).
- **[Mission Control spreadsheet](#): Holly**
 - Everyone is encouraged to update the Internal Projects list so that your current hours are incorporated into your weekly tally.
 - With Shoreh, reconciled discrepancies in numbers of volunteers and hours between the Deployed Volunteers spreadsheet and the mission sheets (Active, Completed, and Archived).
 - Updated Mission Statistics Dashboard with some additional stats pulled from the Mission Control spreadsheet.



- **Documentation: Holly**
 - Still working on updating the Mission Checklist and the SOPM to reflect changes to workflow, but there is a lot more to do. As I update sections, I'm adding an update date under each header so you can tell which sections have been updated.
 - Updated Read-Me file for Publishing and Updating Data from a Google Sheet to AGO and Backing Up and Restoring the Website. Added links to the SOPM.
 - Created documentation for scheduling interviews.
 - Created template for "regrets" emails.
 - Updated many of the other correspondence templates.
 - All documentation is cataloged in the [Reference Document Directory](#) with status and update dates.
 - To do: Holly will create agreement and social media consent form to send to vols and PA before upon acceptance for a project.

- **Website updates: Holly**

- All forms appear to be working correctly.
- Tested and updated plugins, themes, theme modifications (lesson learned after these were somehow restored to their defaults a few weeks ago), and the WordPress software weekly (as needed). Backed up website weekly.
- Wendy sent the GISCorps specific privacy policy to the URISA legal counsel, who returned it with some questions and modifications. I addressed them all and returned it... waiting for response from legal and/or URISA as to whether it's ready to post.

Meeting adjourned at 1:04 p.m. EDT

Next call: Thursday, November 21, 2019 at noon EDT