**Thursday May 21, 2020 at 12:00 EDT**
**Call information: +1 508-469-9087 PIN: 163 903 993# or join via Chrome or Firefox at**
**meet.google.com/okf-bvsb-wpi**
**2019/2020 Chair: Troy**
**2019/2020 Co-chair: Wincy**


**AGENDA**

Members shown in bold are present:
- GISCorps CC: **Shoreh**, **Holly**, **German**, **Troy**, **Wincy**, **Konrad**, **Erin**
- Advisory Board: **Dianne**, **Allen**, Carol
- URISA: Wendy, Bryan

Regrets are not bolded.


**Approval of April Minutes**
- **Motion: Shoreh**
- **Second: Wincy**
- **The motion passes.**


**Monthly Financial Report**

End of March 2020 Financial Report: **Shoreh**
- Total expenses in March 2020: $4,181.25, YTD: $8,723.19, since 2003: $159,595.19.
  (GIS assistant: $2,475.00, DTS (½ cost of annual hosting): $1,387.50, Legal Fees: Howe & Hutton, Ltd. - research GISCorps' eligibility for group tax exemption at $318.75).
- Total contributions in March 2020: $0.00. YTD: $5,055.00 since 2003: $242,459.27.
- Total balance as of the end of March 2020: $82,864.08.


**Committee Updates**

- **Advisory Committee**
  - **Marketing activities**: **Allen;** on hold at this time.
    - Document is posted here.
    - Update for digital marketing package implementation:
      - Nothing new at this time, likely will need to wait a bit given the current environment to launch this initiative. Would like to hear other opinions to confirm or not.

  - **Update to strategic plan: Dianne**
    - Update to the Board - based on the current Strategic Plan - due May 18; have requested CC members review and provide input by May 13.
    - Quarterly Strategic Plan update was submitted. Next annual update due July 14
    - Committee Coordination Committee - 2 docs on introducing new recruits to committees, one common to all committees and the other specific to a committee. Will complete the skeleton committee specific document an post to google drive for review by all.

- ○ **Technical (Website/Vol database/GSuite**
  - ■ GSuite migration - Carol
    - ● No updates except that we are waiting for a determination of the feasibility of this approach before taking further action.

  - ■ Volunteer DB replacement - Holly
    - ● *No updates*

- ● **GIS Service Pledge (GSP)**: **Holly**
  - ○ Activity since **April 16**:

    |  | Last 30 days | Previous 30-day period |
    |---|---|---|
    | **Applications Approved** | 2 | 1 |
    | **Applications Rejected** | 0 | 2 |
    | **Reports Posted on Website** | 1 | 0 |
    | **Reports Now Due/Overdue** | 13 | 12 |

  - ○ Cumulative program totals:
    - ■ Total Applicants: **64**
    - ■ Approved Participants: **50**
    - ■ Withdrawals: **4**
    - ■ Rejections/Invalid applications: **13**
    - ■ Reports submitted: **22**
    - ■ Countries represented: **8**
  - ○ Sent a round of reminder emails on May 2.
  - ○ Tracking spreadsheet is here for anyone who would like more detail: https://docs.google.com/spreadsheets/d/1fHDeh5DLyvefAON1FLv2RZ4E0J0mqv1Y7hZTFOzaVm8/edit?usp=sharing

- ● **Disaster Response Subcommittee: German**
  - ○ Disaster Response SOPM (In progress)
  - ○ Erin and I continue to work on refining apps for Hurricane Season. Potential wildfire project on tap.
  - ○ Status unclear - Next national Disaster Simulation May 11-13. "Binary Blackout" Major east and west coast power outage. Could be space for us to contribute both before and during the event.
  - ○ Platform to investigate: www.factal.com
  - ○ On hold for now:  FEMA-CAP:
    - ■ Shoreh spoke with Chris Vaughan on 2/7. He was interested in connecting us to Civil Air Patrol (CAP) and then introduced us to Scott Kaplan, the GIS lead at CAP. Notes are posted here.
    - ■ A meeting with CAP was held on 2/15. In addition to CAP's Scott Kaplan and John Desmarais, Chris Vaughan also attended the call. Notes are posted here.

- Second meeting with FEMA/CAP/USAR. [Notes](). Working up some job descriptions.

**Communications: Holly**
- Since last meeting:
    - 5 new project announcements
        - [286 - Bangalore Health Data]()
        - [285 - Warehouses4Good]()
        - [290 - NAPSG Admin Team]()
        - [288 - Tornado data QA/QC]()
        - [289 - Pennsylvania Resources Council]()
    - 3 Completed Project Posts
        - [250 - One Shared Story]()
        - [287 - NAPSG Southeast Tornadoes]()
        - [288 - Tornado Damage QA/QC]()

- Upcoming publications:
    - Q2 newsletter
    - Upcoming website reports:
        - New Project announcements:
            - 280 - Green World Campaign
            - Tanzania Development Trust Mentors
        - Completed Project reports:
            - Michigan Floods

- Social media outreach activity since **April 16**:

| | Followers/Members | | | Posts | |
|---|---|---|---|---|---|
| | **Current** | **At last meeting** | **Change** | **Last 30 days** | **Previous 30-day period** |
| **Twitter** | 3,017 | 2,949 | +2% | 12 | 13 |
| **Instagram** | 654 | 523 | +25% | 3 | 2 |
| **Facebook Page** | 337 | 311 | +8% | 8 | 2 |
| **Facebook Group** | 751 | 736 | +2% | 4 | 2 |
| **LinkedIn Page** | 622 | 457 | +36% | 8 | 6 |
| **LinkedIn Group** | 1,167 | 1,160 | +1% | 4 | 6 |

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

| Missions | Missions | Volunteer |
|---|---|---|
| **289** Launched | **20** In Progress | **2,127** Positions Filled |
| Missions **237** Completed | | Hours **72,538** Volunteered |

1. **NAPSG Wildfire Initial Attack (292): German/Erin**
   - Sending out Job Descriptions
2. **NAPSG Michigan Floods (293): German/Erin**
   - Short 24 hr activation
   - 49 photos posted in 24 hrs!
   - CLOSED working on finishing up
3. **Tanzania Development Trust Mentors: Troy**
   - Recruitment email sent out, deadline to apply is May 27
4. **PA Resources Council (289): Wincy**
   - Launched.
   - Set up a group in GC AGO account as temporary platform for the work until PRC gets their own license
   - Created a quick screenshot guide for PA and vol on sharing content with the AGO group and categorizing content for better organization - currently saved in mission folder, can be integrated into the SOP as needed
5. **Bangalore Health Data (286): Wincy**
   - Project launched; vol already made the first set of maps and is working on documentation for work done so far.
6. **Warehouses4Good (285): Troy**
   - Lauren Weaver was selected and the project has started.
   - Lauren is using her volunteering as a practicum for her graduate degree
7. **COVID-19 Lost Loved Ones and stories of Recovery (283) - Shoreh/Konrad**
   - To date, 36 submissions have been validated by the volunteers.
   - Still only one submission to the stories of recoveries app.
8. **COVID-19 Response (282) - Holly/Erin/Troy**
   - 720 volunteers signed up
   - About 270 actively participating
   - 8,382 testing sites created so far
   - Data and app both featured on the FEMA COVID-19 Hub (accessed by Federal, State, Local, Tribal, Private Sector and NGO partners). Public view getting a lot more requests now that it's also on California's testing site finder map.
   - New collaboration with HERE Technologies, who is sending us new testing sites that they find and updates to existing sites using our Google sheet template.
   - 14-day usage
     - 459,079 requests per day for the REST service

- ○ 1,401 views per day for the Testing Sites Locator app
9. **Green World Campaign (281): Konrad**
   - ○ PA not responding.
10. **Eyes on the Reef (276): Troy**
    - ○ Arnaud and Lynn are doing well. We will be scheduling a call soon for updates.
11. **NAPSG Admin Team (290): German/Erin**
    - ○ Have closed the 2019 project, and started a new 2020 project for this year.
12. **River Ridge (269): German - CLOSED**
    - ○ Spoke with the volunteer and PA about the project. Volunteer asked to be released. PA will be reviewing her final work and will get back to us on how he wants to proceed. Closing the current project until further notice.
    - ○ Sent certificates and closed out the project.
13. **WE CAN Foundation (264):** Holly
    - ○ Closing.
    - ○ Communicated with John (vol) and Kenneth (PA). Both seem interested in continuing to work together. I asked them to close out this project since the original scope has been accomplished. Awaiting report and feedback.
14. **Mountain Rescue Association (256, 257, 258, 259, 263): Troy**
    - ○ Jim has taken over the database merging.
    - ○ Erin is done with the project?
15. **HOT Active projects: Troy/German**
    - ○ Web links were broken with the new Tasking Manager. Have fixed them all on our site
    - ○ Still active:
      - ○ **COVID-19 (284) -** Over 100 tasks (Peru, Mali, Colombia, Philippines, Botswana…)
      - ○ **Typhoon Kammuri (278)** - 6733, 6734, 6735 Still active but low priority
      - ○ **Cyclone Hagibis (277)** - All validation 6980, 6981, 7012, 7013
      - ○ **Ebola (230)** - Many projects
      - ○ **Kerala Floods, India (241)** mapping and validation 6389, 6404, 6923
      - ○ **Cyclone Idai (262)** - validation only - eleven projects
      - ○ **TDT** - highlight good beginner tasks on webpage
    - ○ Closed:
      - ○ none
16. **Tanzania Development Trust (218)**: **Troy**
    - ○ Constant activity here answering questions as normal.
    - ○ Many new people as of late so more new mapper feedback people needed.

17. **One Shared Story (250): Wincy - CLOSED**
    - ○ Completed. Waiting for JD on Phase 2 to launch.


**Other business**
- ● **The Protected Area Management Solution (PAM): Shoreh**
  - ○ Fabien just sent feedback. We will review and get back with him.
  - ○ NGS sent a new document (Funding Agreement). Several members reviewed the document and the revised doc was sent to NGS on 4/13, they replied on the next day. Further revision was made and the new document was sent to them on 4/14.
  - ○ The latest version of the Charter is posted here.

- ○ The PAM AGO can be accessed [from here](#).
- **[Mission Control spreadsheet](#): Holly**
  - ○ Added Partner Organization Contact name and email fields to the Active Missions and Completed Missions sheet. Updated the script that transfers a project from Active Missions to Completed Missions so that it includes these two new fields.
  - ○ Everyone is encouraged to update the Internal Projects list so that your current hours are incorporated into your weekly tally.
  - ○ No changes.
- **Documentation: Holly**
  - ○ None
- **Website updates: Holly**
  - ○ Updated "callout" banner on home page to direct people to our [COVID-19 resources Hub site](#).
- **URISA update - Bryan.** Bryan sent an email on Friday (5/22) with the following content: The URISA Board met yesterday (May 21, 2020), below is a section from the minutes related to GISCorps. Please add this to your minutes and records.
  There was a little confusion in the use of the term 'steering committee', we assumed that was the Core Committee – that isn't clear when reading governing documents.

  This should clear up the major differences between governing documents identified earlier.

  **GISCorps – Committee and Program Consideration**
  1. The Board agrees to call GISCorps a Program, the definition is from the previous version of the 2013 / 2015 Policy Manual.
     1. Bylaws –
        a. Programs operate under the auspices of URISA, and are guided by a steering committee, defined vision, mission, goals, budget, and may have a dedicated funding mechanism. The Board may form, as it deems necessary to carry out URISA's mission, programs or other groups to address specific tasks or issues.
        b. **Vote to approve this definition as included in the Bylaws – Motion (Kim) | Second (Glenn). Motion passes.**

  2. We also consider how volunteers can participate on the Core Committee.
     1. The Policy Manual will be updated to ensure a complimentary membership will be provided to Core Committee Members.
     2. **Vote to approve GISCorps Core Committee members complementary URISA membership to participate for the duration of their term – Motion (Kevin) | Second (Kim). Motion passes.**

  3. GISCorps Program needs to be added to the policy manual with the following:
     1. GISCorps. In October 2003, URISA's Board of Directors unanimously endorsed the GISCorps as a program under URISA's auspices. GISCorps is run by a Core Committee. GISCorps offer volunteers to provide GIS services such as: performing needs assessment and strategic planning, conducting technical workshops, database modeling, disaster management, and remote sensing.
     2. **Vote to approve GISCorps Program to be added into the Policy Manual – Motion (Kevin) | Second (Kim). Motion passes.**

Meeting adjourned at 12:52 p.m. EDT

**Next call:** Thursday, June 18, 2020 at noon EDT