

Minnesota Geospatial Advisory Council  
Image Service Sustainability Committee Work Plan

**Image Service Sustainability Committee**

**Work Plan date:** 1/27/2020

**Chair and vice chair:**

**Matt McGuire** ([matt.mcguire@metc.state.mn.us](mailto:matt.mcguire@metc.state.mn.us))

**Mike Dolbow** ([Mike.dolbow@state.mn.us](mailto:Mike.dolbow@state.mn.us))

[Committee/workgroup Charter](#)

**Accomplishments from 2019**

- First layer status change recommendations sent to MnGeo.
- MnGeo updated layer list to indicate status:  
[https://www.mngeo.state.mn.us/chouse/wms/wms\\_image\\_server\\_layers.html](https://www.mngeo.state.mn.us/chouse/wms/wms_image_server_layers.html)
- Plan to solicit new imagery yearly

**Work Plan for 2020**

**Planned activities and deliverables:**

- Planning meeting (goal: by Jan 30, 2020)
- Edit Charter (goal: Jan 30, 2020)
- Prioritized Technical Recommendations to MnGeo (goal: by Feb 28th, 2020)
- Deliver Layer Status Change recommendations (goal: by March 31st, 2020)
- Improve documentation on how to contribute imagery (goal: March 31<sup>st</sup>, 2020)

**Roles and responsibilities:**

| Name              | Role  |
|-------------------|---|
| Matt McGuire      | Schedule and conduct meetings. Update team site with notes, recommendations and any changes to plan document. Communicate layer status changes to GAC |
| Mike Dolbow       | Ensure notes are taken.   |
| Alison Slaats     | Represent MnGeo (Service Owner). Communicate layers status changes to MnGeo and communicate from MnGeo to the committee as necessary.                 |
| Brent Lund        | Technical Liaison. Provide service metrics used as basis for status change discussion quarterly or yearly.  |
| Jennifer Corcoran | Represent Forestry needs in discussions   |
| Nancy Read (MMCD) | Represent Metro Regional Agency needs   |
| Dennis Kepler     | Represent Greater MN in discussions   |
| Ryan Mattke       | Represent the University of Minnesota, research/library needs and the GAC's Archiving Implementation Workgroup in discussions                         |

Minnesota Geospatial Advisory Council  
Image Service Sustainability Committee Work Plan

|              |   |
|--------------|---|
| Chris Mavis  | Represent Surveying needs in discussions  |
| Joe Sapletal | Represent County GIS needs in discussions |

**Resources:**

- MnGeo Image Server usage layer list and annual layer usage metrics.
- MnGeo Image Server Sustainability Plan document

**Committee/workgroup needs:**

Teleconference capabilities

**Dependencies and interrelationships:**

Communicate with GAC Archiving Committee. If an adequate and agreed-upon “archiving method” does not present itself before layers are to be removed from the service, that may prove to be a blocker for this Committee’s work.

**Risks:**

Possibility of group not agreeing on any layers to remove. Mitigation approach is to rewrite document as needed to ensure MnGeo has the power and consent to remove low usage layers as necessary to sustain the service.

Risk – members of the broader community may insist on all layers existing forever.

**Additional Comments:**

- There will be a consistent need to communicate the goals of this Committee and what precisely potential status changes mean. Otherwise stakeholders will need to be continually educated about what it means to remove a layer from the service, because many will interpret that as “being deleted forever”.

**Date approved by the Geospatial Advisory Council:**

March 11, 2020