

**MINUTES: NORTH WEST DATA SHARING NETWORK
TECHNICAL COMMITTEE MEETING
LOG PILE LODGE, SMITHERS
1:30pm – 4:30pm
June 15, 2006**

Attendants: Don Morgan (Chair), Wren Gilgan – Babine TS, Tom MacKinlay - HFP, Karen Broadworth - Babine, Scott Emmons - UNBC, Francois Depey - OTW, Bonnie Potulick - PIR, Shawn Reed - ILMB, Barry Watson - Canfor, Andy Muma – Babine TS, Blair Ells - DSS

Agenda

1. Review of June 14, 2005 Technical Committee minutes

Discussion:

- Agenda accepted
- Review of June 14 action items – see revised attached action items.

2. Sub Committee Reports

- a. Best Available Data – Andy Muma
 - i. Morice and Lakes
 - ii. Bulkley – Tim and Glen
 - iii. Meeting planned between Agathe, Tim and Glen to merge all 3 data sets – need to set date.

Discussion:

- Agathe has Access Data Base that is having some final clean up then it will be posted by Data Ranger.
- Best available data
 - TRIM and VRI from LRDW not NWDSN – need redirect.
 - This will resolve access issues of members that do not have government data sharing agreements.
 - Best available data to meet operational needs
 - have it qualified
 - Document what it is being used for.
 - Getting buy-in from other parties – longer term objective that requires funding.
 - LRDW is collecting data, but not posting, so it is unavailable.

- b. Monitoring – Barry Watson

Discussion

- See below

- c. Geoconnections – Scott

Discussion

- differed

3. Review and sign off of 2005/2006 projects
 - a. IFPA Monitoring project – Barry Watson
 - b. Phone link with Tesera and Latitude Geographic

Discussion:

- Barry provided a brief overview of the IFPA monitoring report.
 - Report outlines some general steps for organizing data for monitoring
 - Priority is to aggregate data – proponents can download and analyze as required – not priority to do “on-line” analysis.
 - Set of steps identified by technical committee
 - Best available identification
 - Meta data attached
 - Then analysis – interest in automating analysis process.
 - The contractor was directed to supply attributes required for SFM analysis and the NWDSN was going to modify there schemas accordingly – list was never supplied by contractor. NWDSN schema was provided to contractor.
- No design of the analysis was provided – queries, etc
- No description of layers in table 1.
- NWDSN addressing of recommendations:
 - ArcView/Visual Basic portions of aggregation have been removed
 - FME – replaced using an open source data loader
 - FME no longer required
 - Lots of storage
 - Validation method according to schema required fields, will add meta validation.
 - IMF dropped using open source.
 - Will be updating PostGIS and PostGreSQL.
 - Projection is now validated and rejected if not in Albers.
 - FIST reading out of PostGIS.
 - We will wait before automation of indicator reporting.
- Conversation with contractor – Bruce MacKenzie of Latitude joined briefly, and Dwight Scott-Wolf of Tesera:
 - General comments (Bruce and Dwight):
 - Debrief on what the challenges were – limited time
 - Notes on discussion with Dwight (Bruce left call):
 - SFM monitoring report did not contain required the data fields required for SFM reporting – Dwight suggested that the IFPA SOP contained the required information on attributes for SFM.
 - NWDSN technical committee assumed report would contain schema. NWDSN has the capacity to generate the data required for the SFM, but does not have clear direction on the required fields

- Barry identified past challenge of supplying data and has previously made request for SFM reporting schema to Tesera.
- Tesera requires data for SFM reporting – can get individually or from aggregate.
- Tesera recognizes need for mandatory fields for SFM reporting.
- Tesera will distill from SOP's what attributes are required for SFM – June 22.
- IFPA technical committee decision – each licensee will individually submit harvest, depletion and silviculture data by June 30 to Tesera. Tesera wanted to use previous methods since it was familiar to them, discomfort with aggregate since an appropriate SFM schema has not been implemented. Identified individual submissions as a work around since it was suggested that NWDSN did not have the capacity – which was identified as a misunderstanding by the NWDSN technical committee.
- Will submit schema within week and will talk to Jim Burbee about expanding time line to meet our needs.

4. 2005/2006 Operating plan
 - a. NWDSN project priorities – from Board meeting
 - b. Development of 2006/2007 operating plan
 - i. Projects

Discussion:

- Aggregate data – with SFM contractor Tesera
- NRFL's – get data from forest districts – Ops division
 - Glen Buhr – DSS
 - Agathe Bernard – DN
- Projects from monitoring report
 - What schema?
 - Next phase should be coordinated by technical committee so doesn't have same problems
 - Automation
- Meta data
 - See item above
- LRMP/SFM synergy
 - Consolidated data sets
 - Expanding schema for LRMP monitoring
- Vetting process of data
 - Due diligence
 - Data ranger activity
- Uploading Access data base
- Use identified layers to load to server with meta

Data Ranger activities:

- Don to put together and circulate to technical committee for review.
 - Contact best available committees for Lakes, Morice and Bulkley
 - Review Morice/Lakes access data base
 - Identify who has local data
 - Create spreadsheet identifying data and location with link to meta to be uploaded to NWDSN site as a data portal.
 - Oversee meta implementation, work with UNBC on implementing Andy's meta design.
 - Work with UNBC getting trained on FTP, data loading, loading data to map service and map service infrastructure.
 - Upload data with meta and fill in meta for non-local data.
 - Train local data holders in loading data and meta by face to face meetings.
 - Coordinate data management with technical committee meetings.
 - Attend NWDSN technical committee meetings.

Data Ranger administration:

- Track hours worked on each deliverable.
- Ensure substantial delivery of central activities – data coordination, loading and meta. Identify those layers that will require a longer time frame.
- Monthly check-in with executive director to discuss progress, priorities, challenges and time lines and to submit monthly invoice.

5. NWDSN at the FIMW (Forest Information Management Workshop) on June 6 & 7 in Richmond BC – Barry Watson
 - a. ESF discussions on FTA, RESULTS and ABR

Discussion

- Brief summary provided

6. Data Loading
 - a. What data
 - b. Timetable – June 30th 2006 for Morice/Lakes SFM

Discussion

- Aggregate schema – June 22 – see notes above

7. SOP (Standard Operating Procedure) for access, upload and download – Scott and Don
 - a. Updates

Discussion

- SOP to updated based on infrastructure changes for September 2006

8. Meta Data
 - a. Process for developing and maintaining meta data for local data
 - b. Adding to SOP

Discussion:

- Meta will identify data location and re-route users to appropriate data.
- Will include identification of best available data and location.
- Could give options of coverages – could be use dependent.
- Meta SOP to be revised with infrastructure changes.
- Data ranger to work with best available group to fill in meta data.
- Data ranger to train participants in filling out meta for data submissions to NWDSN.
- Meta includes information on how a LRDW layer has been modified – need to identify update to LRDW.
- Andy's meta template includes data dictionary.

9. Detailed review of map service - Scott
 - a. Folder structure
 - b. Tools and links
 - c. Polygon themes and symbology
 - d. Next steps

10. FTP Site – Scott and Barry
 - a. Data review in light of “Best Available Data” project
 - b. Folder organization
 - c. Security and access

Discussion

- Scott provided demo of map service and FTP site.

11. Next meeting
- 12.

Discussion

- September 2006

13. Adjourn

Action Items updated from June 14, 2005 NWDSN Technical Committee meeting

Action	Contact	Due Date	Status
Best available data load application and steps required	Scot	June 22, 2006	Revised – passwords to be set up
SOP update – meta, and data upload	Don, Scott	September 2006	Meta – to be revised with infrastructure changes. Data ranger to train participants in filling out meta for data submissions to NWDSN. Data upload – needs to be revised based on new structure. <ol style="list-style-type: none"> 1. data in correct schema 2. data uploaded to UNBC site
New aggregate road schema for road, road structures and access – new project added to 05/06 operating plan	Road subcommittee – Karen, Fred and Barry	June 22, 2006	Waiting on Tesera to deliver schema.
Aggregate forest cover adequate for silviculture SFM requirements?	Barry	June 22, 2006	Waiting on Tesera to deliver schema.
Determine if a meta data contract is needed based on best available project	Group	Sept 2006	Yes – data ranger to oversee meta implementation, UNBC has implemented infrastructure.
Data translation decision– stay with FME and purchase a NWDSN copy or port to open source translators	Group	Done	ILMB will not cover cost of IMF. NWDSN has ported to open source.
Research permanent sampling plots status -loaded in LRDW, available through discovery service. Need BCeID account only. -Kevin to provide link to tech committee	Kevin Eskelin	Done	Go to http://srmapps.gov.bc.ca/metastar/home.do and enter psp and the links will come up. There is also temporary sample plot data but can only be accessed by government, let Shawn know if you need access to it and he

			will post on the NWDSN.
Telkwa recovery area has been updated recently. Telkwa recovery area boundary, waiting for final boundary	Kevin Eskelin	Done	Best known information posted at ~strategic/regional/tcra_study-shp.zip and tcra_kfh-shp.zip
Identify a Nadina field service tech committee rep for next meeting.	Agathe	Sept 2006	

Action items from June 15 NWDSN technical meeting

Action	Contact	Due Date	Status
Circulate docs to Shawn.	Don	June 19	
Meeting of Bulkley, Morice and Lakes best available sub-committees	Agathe, Glen	September 2006	
Change all links to TRIM and VRI from local to corporate	Scott	September 2006	
Andy's proposed schema will be implemented on map service	Scott – Aaron Koning	September 2006	
Data dictionary with each layer – longer term goal.		2006/2007	
IFPA technical committee decision on what data to use for SFM reporting – need clarification on decision.	Don to contact Jim McCormack	June 22	
Operational aggregate What are required fields from Tesera? – was suppose to be in monitoring report. Requested at initial phase 1 monitoring project meeting Feb 1 2006. Dwight Scott-Wolf to contact Jim Burbee regarding time lines and provide schema to Karen Broadworth.	Dwight Scott-Wolf	June 22	
NFRL – initiate process to	Don to contact	June 22	

gain access to NRFL data for aggregate data set.	DSS – Glen Buhr DN – Agathe Bernard		
Include NFRL data in aggregate.	Glen Buhr, Agathe Bernard	September 2006	
Status of phase 2 monitoring. Advocate for better coordination with NWDSN technical committee	Barry	June 16	
SFM LRMP monitoring integration. ILMB to review aggregate schema to evaluate if LRMP reporting needs can be addressed.	Shawn, Karen	September 2006	