Minutes from NHD TWG meeting Thursday, May 14, 2009

Participants: Bart Dudley, AHTD
Jason Lyon, City of Conway
Susan Horvath, PAGIS
Tracy Moy, AGFC
Bill Sneed, USGS
Mary Barnett, ADEQ
Katy Hattenhauer, ADEQ
Randy Puckett, ADEQ
Brian Culpepper, CAST (on the phone)

Katy gave the sub-stewards an option of meeting attendance. In an effort to make these meetings more beneficial for the sub-stewards, we will start separating the meetings into "NHD TWG" and "NHD Policy". From now on, the sub-stewards will still meet monthly, but will discuss the NHDGeoEdit Tools, FlowCheck tools, editing, etc. This will be more hands-on. So, if you are editing a HUC, and are encountering a problem that you could share with the group, this would be a great place to do it. Katy will send out an e-mail to the group, like she does now, with "NHD TWG" in the subject line. If it says "NHD Policy" in the subject line, this means that you as sub-stewards have the option of attending or not. This meeting will be strictly policy-based decisions. So, you now have an option of attending these policy meetings, in order to make it more beneficial to you. However, Katy strongly recommends that if it says "NHD TWG" in the subject line the sub-stewards need to do all they can to be there, since it will be more hands-on and more tool oriented.

Next on the agenda was a grants discussion. Katy will be sending out an e-mail to all sub-stewards to find out who is interested in working on the Fayetteville Shale revision project. For the sub-stewards who are interested in working on this project, he/she will need to give Katy and/or Bill Sneed the base salary information (what your salary is before taxes, insurance, etc. is taken out – also, this needs to be the total amount, not what you make per hour) multiplied by indirect cost rate and fringe benefit rate. Katy will send this equation out in an e-mail to the group. Katy will also find out from ADEQ Fiscal Division if there's an assessment rate for giving money to other agencies.

Re-cap from Denver: The State of AR received a lot of kudos from everyone there about our metadata! Also, this example of metadata is in the new training manual. This is a perfect example of how our metadata needs to be – very detailed. Also, from the Denver meeting, Katy was asked to write a white paper on the successes of stewardship in AR. Katy has asked the sub-stewards to help her on this by telling her how they came to be sub-stewards, how they got interested in the program, why they're in the NHD program, etc. The deadline for this is Friday the 22nd, and Katy will send out an e-mail about this. She also asked them to give information about the different water datasets that each organization is using. Same deadline – Friday the 22nd. It's always nice to attend out-of-state meetings and hear such great comments about Arkansas' successes!!

For the up-coming training: Katy will send out an e-mail from Brian Culpepper that has the link for the webinar towards the end of next week so that everyone will have it for the training. Brian and Katy will do a webinar test next week to see if the training can be recorded properly. Only the sub-stewards who do not have ArcInfo will be attending the training at ADEQ; all others will be attending at their own desks via conference call and webinar. Katy will also be sending out an e-mail about uninstalling previous versions of the NHDGeoEdit Tool and/or FlowCheck tools. Katy is also trying to find out for sure if the Network Analyst extension is necessary for the tools to function properly. Also, Bill talked with the group about acquiring the ArcInfo licenses from the USGS. ESRI wants us to add an addendum to the existing MOU with more specifics about the use of these licenses. The group had a lot of good ideas of how to best utilize the licenses without it being a large number. Bill will check on information on how to use a virtual machine. Katy will get with Brian to see if the webinar could be used to share these licenses.

Last on the agenda was the GNIS Issues discussion from last month's meeting – this issue is still tabled at this time.