November 2007 Monthly Status Report
Development of Regional Participation in the Strategic Plan for the
  CA GIS Council Pursuit of a CA-SDI

Project Launch

TASK STATUS	CGIA STRATEGIC PLAN SCOPE OF WORK REFERENCE
COMPLETED	Kickoff meeting

Regional Collaborative Representatives

COMPLETED – Teamed with CGIA to update/ validate contacts. Updated list is published on CGIA web.	▪ Update seventeen Regional Collaborative contact list o Baker knows some new contact names and will work with CGIA/CGC to identify others
COMPLETED – Spoke with each official representative and encouraged survey completion and workshop promotion and participation	▪ Identify official Regional Collaborative representative(s) o Regional Collaborative speak with each County to confirm participation and reinforce Regional Collaborative role

Regional Collaborative Meetings

COMPLETED – Identified seven workshop locations and tied Workshop #2 to the CA GIS Council meeting.	▪ Identify planned Regional Collaborative meetings already scheduled or likely to occur during duration of contract
	   o Baker already knows the frequency and level of participation from our pre-proposal outreach.
	   o Research and identify meetings/conferences that may be of interest as workshop venues with an audience of interest.

November 2007 Monthly Status Report
Development of Regional Participation in the Strategic Plan for the
  CA GIS Council Pursuit of a CA-SDI

Initial Data Gathering via Electronic Online Regional Collaborative Survey

Work with the California Geographic Information Association and the California GIS Council to develop an outreach plan to identify key workshop participants (CGIA Strategic Plan Scope of Work).

COMPLETED – Worked with Client team to propose, brainstorm, filter, and finalize web-based survey questions. Purchased 30-day Zoomerang license, built and tested survey, and provided link to CGIA to notify recipients.	▪ Develop Online Regional Collaborative Survey
	  o Agree on Online Regional Collaborative Survey theme such as what each Regional Collaborative or County has relative to the core seven and supplemental eleven framework data themes.
	  o Develop Online Regional Collaborative Survey components and response timeline

COMPLETED – Follow-up correspondence result in a full response from all sixteen regional collaboratives.	▪ Administer Online Regional Collaborative Survey

COMPLETED – Summarized all survey results and transmitted to CGIA for web posting.	▪ Prepare Online Regional Collaborative Survey Results
	  o Develop Interim report
	  o Send report to CGIA/CGC and to each Regional Collaborative and County

November 2007 Monthly Status Report
Development of Regional Participation in the Strategic Plan for the
  CA GIS Council Pursuit of a CA-SDI

Workshop Development

Conduct Five to Ten (5-10) Outreach Workshops – ½-day workshops to describe the NSGIC Fifty States Initiative and the draft Strategic Plan, to facilitate contributions to plan revisions, and to discuss mechanisms for ongoing participation.

COMPLETED – Identified seven workshop locations and tied Workshop #2 to the CA GIS Council meeting.	▪ Conduct seven Strategic Planning Workshops based on budget constraints ▪ At Baker's option, an eighth Strategic Planning Workshop if budget resources permit ▪ Select locations of Workshops to attempt 100% Regional Collaborative participation and broad geospatial community representation

COMPLETED – Incorporated proposed web-based survey questions that were open-ended into Workshop presentation.	▪ Develop Workshop Educational Materials
	  o NSDI, Fifty States, CA Geospatial Framework Draft Data Plan
	  o Phase 1 CA-SDI highlighting development, content, and status
	▪ Develop Workshop materials to gather needed feedback:
	  o Brainstorm, identify, and recommend ways in which future communication with and input from regional partners might be incorporated into statewide and national planning; and
	  o Identify some or most of the typical issues that need to be overcome, but need not specifically address detailed assessments of how to overcome all challenges.
	  o Strategic issues such as funding and funding offsets, data sharing, data repositories, data granularity, data accuracy, update frequency, partnership options, and incremental costs and benefits may be addressed.
	  o As this phase focuses on regional input, the actual content of the situation analysis, vision, goals, requirements, and implementation program may be different that the Phase 1 effort, but should supplement and continue to move the process forward to the overall vision.
	▪ Discussion on the role of CGIA and Regional Collaborative quarterly meetings

	▪ Develop incentive program for Regional Collaborative participation (Optional)
COMPLETED – Initial venue logistics established and Escondido workshop rescheduled.	▪ Administer Workshop logistics

November 2007 Monthly Status Report
Development of Regional Participation in the Strategic Plan for the
  CA GIS Council Pursuit of a CA-SDI

Conduct Workshops

Critical input from California's 17 regional GIS collaboratives will be organized and integrated into the process of creating a more comprehensive draft for the CASDI Strategic Plan. It will facilitate development of mechanisms for broader inclusion of these groups, which are composed of representatives of California's 58 counties, city and tribal governments, federal and state GIS practitioners, private sector GIS users and vendors, the academic sector, non-profit organizations, utilities, and the general public, as well as for broader expansion of these regional groups.

COMPLETED – Flyer developed and posted to CGIA web. Flyer sent to each Regional Collaborative lead contact with request to forward out to regional constituents.	▪ Promote Workshop
	  o Get Regional Collaborative and county-by-county confirmation
	  o Baker will provide CGIA with Workshop announcement material in sufficient time so CGIA can inform interested parties via Constant Contact email campaign

COMPLETED – Completed 7 of 7 workshops.
1. Redding;
2. Sacramento
3. Carson
4. Ventura
5. Visalia
6. Hayward
7. Escondido
	▪ Conduct Workshops [live and virtual] to receive input
	  o Live Workshops with some virtual participation
	  o Potential Virtual-only to achieve 100% Regional Collaborative participation

INCORPORATED INTO WORKSHOP PRESENTATION	▪ Conduct Workshop incentive program (Optional based on funding and in-kind support)
	  o Advanced for active and mature Regional Collaboratives
	    ▪ 501c4 [research Channel Islands/BAR-GC/ABAG]
	    ▪ FGDC Grant opportunities/writing [in-kind]
	  o Basics for start-up/ in-active Regional Collaboratives
	    ▪ Value of a Regional Collaborative, using CGIA as a resource, State contacts

COMPLETED – Finalized Workshop Reports for Workshops 1 thru 7. Hotlinks to Reoprts on CGIA web.	▪ Author Workshop reports
ON-GOING - WEB FORUM for geospatial community feedback	▪ Open web forum and discuss items that need more discussion, updates, or clarification.

November 2007 Monthly Status Report
Development of Regional Participation in the Strategic Plan for the
 CA GIS Council Pursuit of a CA-SDI

Initial Phase 2 Document

PENDING	▪ Consolidate Workshop reports into Phase 2 Strategic Plan

The major deliverable this Phase 2 strategic planning process will be a draft strategic plan report that includes: 1) a regional situational analysis (including strengths, weaknesses, opportunities, and threats), 2) California Data Infrastructure requirements assessment from a regional perspective, and 3) short and long term action strategies and priorities, for selected stakeholders, for developing a California Spatial Data Infrastructure. This Phase 2 report version will need to include consideration of all sections of the existing Phase 1 strategic plan as completed by the strategic planning working group and the templates for strategic planning created by the Federal Geographic Data Committee.

ONGOING – Developed draft outline and used this as a tool to validate the web-based survey questions and subsequent Workshop interactive content.
 	
Outline closely followed the National States Geographic Information Council Strategic Plan Template (http://www.nsgic.org/hottopics/strategic_business_plans.cfm).
	▪ Author edits to Phase 1 Strategic Plan or Author all new Phase 2 Strategic Plan to include:
	    Executive Summary
	    Strategic Planning Methodology
	    Current Situation
	    Vision and Goals
	    Regional Requirements Assessment, identification of a single approach if this is the consensus or alternative approaches if no single requirements approach is the apparent best feasible alternative
	    Implementation Program, including short, medium, and long term action strategies
	    Appendices

Vet Phase 2 Document with CA Geospatial Community

Produce a draft Phase 2 strategic planning document that can be reviewed and commented by all interested regional organizations and parties, and incorporate the feedback and issues to be resolved in Phase 3.

PENDING	▪ Send to each Regional Collaborative lead and County contact
PENDING	▪ Live meeting open for comment
PENDING	▪ Consolidate comments
PENDING	▪ Report on input and observations for future follow-up activities with regional collaboratives

November 2007 Monthly Status Report
Development of Regional Participation in the Strategic Plan for the
  CA GIS Council Pursuit of a CA-SDI

Final Deliverable: Published Phase 2 Document

PENDING	▪ Vet Phase 2 with Client Team

PENDING	▪ Publish Phase 2 Document
	  o Identify issues to be resolved in Phase 3
	  o Communicate report findings at the CalGIS conference

PENDING	▪ Grant Administration Support
	  o Interim progress reports
	  o Final report and published document

Communicate Phase 2 Strategic Plan Results

Contractual Close

PENDING	▪ CA GIS Council web posting
PENDING	▪ CGIA web posting

Post-Contract

PENDING	▪ Phase 3 CAP Grant Application Appendix [Interim Workshop Reports and progress-to-date}
PENDING	▪ CalGIS Conference 2008 Presentation
PENDING	▪ CalGIS Conference 2008 CA GIS Council Meeting Project Summary

Project Timeline

	Aug 07	Sept 07	Oct 07	Nov 07	Dec 07	Jan 08	Feb 08	Mar 08	Apr 08
Kickoff Meeting	■								
Workshop Presentation Development	■	■	■						
Workshop Locations Selected	■	■							
Establish Dates/Venues with Collaboratives	■	■							
Develop Outreach Flyer	■								
Notify Geospatial Community	■	■							
Survey Development	■	■							
Administer Survey		■	■						
Compile Survey Results			■						
Identify Ph 2 Plan Content Outline		■	■						
Conduct Workshops			■	■					
Compile Summary Reports for 7 Workshops				■					
CA Geospatial Community Forum					■	■			
Develop Draft Ph 2 Plan					■	■			
Finalize Plan							■	■	
Publish Phase 2 Strategic Plan								■	
Present Project Results at CalGIS 2008									■