

## Regional GIS Metadata Working Group Meeting Minutes – April 17, 2014

Regional GIS Metadata Working Group

Thursday, April 17, 2014

2:30 pm – 3:30 pm [went until 4:00]

SANDAG Conference Room 8B

### Attendees:

John Hofmockel (SANDAG)

Brad Lind (SanGIS)

Louise Wedley (SanGIS)

Scott Daescher (City of San Diego)

Rachael Rider (SANDAG)

### Agenda

1. SanGIS Recommendations Spreadsheet / Finalize elements
2. Metadata Editor Manual
3. Metadata Working Group Report slideshow to SDRGC
4. Metadata Custom Stylesheet
5. Other

Louise updated the Spreadsheet with xpaths supplied by John. The xpath delimiter is now consistently a “/”.

Louise is continuing work on the Metadata Editor Manual.

John described the first draft of the SDRGC “Metadata Status” slideshow. This draft includes a list of Metadata Goals, some products, and a little background (nine slides so far). Four or five more slides should be sufficient. Then, open up to discussion by the whole council.

Since the last meeting, John has not made any further progress on the Metadata Custom Stylesheet. (John was on vacation for two weeks.)

John had a list of questions for discussion:

**Summary vs. Description.** This is a little confusing because the Metadata Editor, the Item\_Description display, and the XML tags for these two elements are not entirely consistent. After discussion, bottom line: Summary = Purpose. Description = Abstract. Louise will have examples in the Manual.

**Tags, Theme\_Keywords, Place\_Keywords.** The Spreadsheet recommendation is to require all three. John suggested that we require only Tags. We tabled the issue for further discussion.

**Bounding Box.** John suggested the county “box” be standardized rather than letting the software calculate based on the layer’s features. After discussion, the group recommends letting the software calculate the box (easier for the metadata editors).

**Date-of-the-Data.** John had suggested the “Edition Date” be the metadata element for storage of the date-of-the-data. Upon further investigation, “Temporal Instant” may be the better choice. Tabled. With the next draft of the Editor Manual, John will explain the differences.

**Citation Contact vs. Metadata Contact vs. Resource Point of Contact.** (And there are other “contacts”). After discussion, the Resource Point of Contact will be required. When SanGIS is distributor, SanGIS will fill out the “Distributor Contact” information. Louise will make adjustments to the Spreadsheet.

**Legal Constraints vs. Use Limitation.** This can get confusing fast. There are General Constraints, Legal Constraints, and Security Constraints. Legal constraints can include Access Constraints and Use Constraints (pulldown menu of eight choices each: Copyright, Patent, Trademark, etc. ...). Security Constraints has five classifications from Unclassified to Top Secret. John is suggesting place all the verbage into the overview “Use Limitation” text box. Scott suggests separating Legal Constraints. Ran out of time. Tabled.

SDRGC is April 23 at Poway City Hall.

Next MWG meeting May 7 at SANDAG.