

Regional GIS Metadata Working Group Meeting Minutes – August 7, 2014

Regional GIS Metadata Working Group

Thursday, August 7, 2014

2:30 pm – 3:30 pm

SANDAG Conference Room 7

Attendees:

John Hofmockel (SANDAG)

Brad Lind (SanGIS)

Louise Wedley (SanGIS)

Martie Clemons (City of Carlsbad)

David Young (City of Carlsbad)

Scott Daescher (City of San Diego)

Pat Landrum (SANDAG)

Agenda

1. Metadata Handbook Status
2. Quick Reference Guide
3. Publication Stylesheet
4. Implementation Schedule
5. Web Services Metadata
6. Other

Brad added “Cheat Sheet” to the list of metadata documents. And dubbed them small, medium, and large:

- Small: Metadata Cheat Sheet (one page)
- Medium: Metadata Quick Reference Guide (two pages)
- Large: Metadata Requirements Guide (32 pages)
- FAQs: Frequently Asked Questions (12 questions)

A few minor changes and they are all ready to be posted. Possibly the week of August 25th.

Martie will draft Metadata Announcement using “SanGIS News” as a guide.

John made minimal progress to the Publication Style (see June 26th minutes example “schools”). Suggestions will be sent to John before next meeting.

Pat described the steps to edit metadata for Web Services. The Working Group will discuss this topic at a later meeting.

Next Metadata Working Group meeting August 21 at SANDAG

