

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

Regional GIS Metadata Working Group

Wednesday, May 7, 2014

2:30 pm – 3:30 pm

SANDAG Conference Room 8B

Attendees:

John Hofmockel (SANDAG)

Brad Lind (SanGIS)

Louise Wedley (SanGIS)

Scott Daescher (City of San Diego)

Melanie Casey (County of San Diego)

Lorenda Lee (City of Chula Vista)

Agenda

1. SanGIS Recommendations Spreadsheet / Finalize elements
2. Metadata Editor Manual
3. Metadata Custom Stylesheet
4. Other

We discussed John's "punch list" regarding the spreadsheet:

- **Keywords** – We confirmed that we will require **Tags, Place Keywords, and Theme Keywords**. We have not yet developed a list of suggested keywords
- **Date-of-the-Data** – The required element will be Temporal Instant (either as a single date or date range). Note: Temporal Instant and Temporal Period are Resource Extent metadata elements. Edition Date has been removed as the date-of-the-data option
- **Vector/Raster Metadata Element – Spatial Representation Type** is the required element rather than FGDC Geospatial Data Presentation. This element is auto-generated as either "vector" or "grid"
- **Contacts** – The Resource **Point of Contact** elements are required. The Citation contact elements are removed as being required
- **Metadata Maintenance** - Removed **Frequency** and **Next Update** as required elements. These are covered by Resource Maintenance elements
- **Resource Maintenance** – Add **Next Update** as required element. Note: Frequency is already in spreadsheet
- **Field Definition** – Confirmed that code lists (e.g. land use codes) will be entered into the **Definition** text box. A URL path can be entered instead of a list. Also required is a description of the field (entered into the same Definition text box just above the code list)
- **Constraints (Use Limitations)** – The **Use Limitation** under Overview and also under Resource General Constraints are the same element. This is a required element. Legal constraints and Security constraints are optional at the discretion of the data owner

Louise is continuing work on the Metadata Editor Manual.

John is continuing to work on a Metadata Custom Stylesheet.

Next MWG meeting May 22 at SANDAG.