

Service Center Modernization initiative Geospatial Data Management Team Charter

TEAM OBJECTIVES:

The objectives of the Geospatial Data Management team is to be proactive in determining critical geospatial data management issues; prioritize these issues and develop operating procedures to make the implementation and management of geospatial data effective and efficient to meet Service Center Agency (SCA) business needs. The team will develop geospatial data policies and products that reflect changing business needs and technological changes that best meet those needs. Sharing information about and priorities of USDA's and the federal government's geospatial data policies is a fundamental part of the team's responsibilities.

TEAM OPERATIONS:

The Geospatial Data Management Team is an interagency team made up of data management professionals, agency program staff/geospatial data experts and State GIS data managers from Service Center partner agencies. The team is created by combining two current ITWG sub teams, the Geo Data Provisioning Team and the GIS Data Standards Team. This team will not be a part of the converged IT organization. Data management remains the responsibility of the SCA thus the team will require representatives from the agencies program areas. The team will be co-led by Dennis Lytle and David Anderson who will provide overall direction, coordinate with the SCA Geospatial Steering Team, IT Working Group, CIO's, program managers, and others. They will work to see that the team recommendations and products are accepted and implemented. The team will interact as needed to accomplish approved objectives through quarterly or as needed meetings, regularly scheduled teleconferences, and e-mail. Issues that require immediate attention will usually be handled via teleconference. The team will develop documented processes for resolving issues and communicating recommendations to the appropriate people and groups. The Team will be advised by Service Center Agency business leaders who are responsible for managing geospatial data.

FUNCTIONAL RESPONSIBILITIES:

In order to meet the evolving need for the Service Centers partner agencies and the need to provide geospatial data to partners, other governmental agencies, and the public the Geospatial Data Team will perform the following roles:

- Recommend and coordinate geospatial data; acquisitions, refresh, deployment, archive, training and support at all levels of the organizations.
- Recommend, develop and maintain standards, guidelines, and best practices operating procedures for managing shared geospatial data including data models, data collection methods, files, folders, permissions, databases, metadata and related topics..
- Coordinate closely with the SCMI Change Control Board, the application development groups in the agencies and others to manage changes to shared geospatial data.
- Proactively identify, describe, and prioritize geospatial data management issues that should be addressed to make the geospatial data management process more effective and efficient.
- Coordinate SCMI geospatial data management issues with Federal Government geospatial initiatives such as the Federal Geographic Data Committee (FGDC),

Geospatial-One-Stop, and Office of Management and Budget (OMB). Coordinate activities with Department initiatives such as the Agricultural Geospatial Data Committee (AGDC).

- Develop processes, and specify requirements for data management shared utilities and automated tools to manage metadata other data management tasks.
- Recommend content and structure for shared SCA GIS web presents.

Geospatial Steering Team

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Christine Clarke, NRCS

Dennis Crow, RD

Ron Nicholls, FSA

Tommie Parham, NRCS

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Team Coordinator

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Team Members

Carole Ernst, CLU Data Expert

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