Existing Vegetation Classification, Mapping, and Inventory
Technical Guide Revision

Date: 4/14/11 (Draft)
Subject: Core Team Conference Call
Participants: Jim Ellenwood, Jim Gerleman, Kevin Megown, Carlos Ramirez, Wendy Goetz, Andy Lister, Mark Riley, Linda Spencer, Ralph Warbington, Steve Solem
Unable to Participate: David Tart

Next Core Team Call will be June 16 at 1:00 ET/11 MT

1. General Overview

Steve Solem the Core Team and update on project schedule changes approved by the Steering Team:

Project Schedule and Changes Approved by the Steering Team – The Steering Team discussed and approved the proposed revisions to the project schedule forwarded by the Core Team. These adjustments include:

- Work Group E – Business Requirements Analysis – The Steering Team changed the scope of work for this Work Group by requesting an analysis and documentation of agency business requirements. This work will be done in conjunction with Batch 2.
- Extending Batch 2 Development - Development time has been extended 3 months in recognition of scheduling conflicts and the delayed start because of team member’s efforts on Batch 1.

2. Phase 1 Status

Ralph Warbington provided an update on the status of Phase 1 edits and the GIS Data Dictionary change request:

- Phase 1 Edits and Publication Schedule –EMC – Publishing Arts has competed its first round of technical editing and formatting. Ralph reviewed their draft with a focus on completeness, formatting and re-numbering figures and tables. A complete version of all appendixes was provided. Ralph expects that he should get a new version soon from publications to review, possibly next week.

- GIS Data Dictionary Change Request- An updated version of the data dictionary was sent to Andy Peavy and Patrice Janiga. The focus was on making updates consistent with new FGDC standard and conversion from coverage design to geo-database design and updates to domain table codes and definitions. Ralph still needs to gather latest versions of dominance type codes and names for each region. (Region 5 and Region 10 are now available) Region 5 will be asked to update and provide a geo-database with domain tables.

Action: Ralph and Steve will schedule a follow up with Andy and Patrice to keep this moving forward.
3. Phase 2 Edits – Batch 1 Work Group Status

Each Work Group Leaders was asked to provide an update on when v2.0 was released for Core Team review, areas where they would like the Core Team to focus their reviews, and a characterization of comments received to date.

- **Work Group B – Map Accuracy/Utility** (Kevin Megown) – Most of the comments and edits were addressed, trying to address fuzzy sets logic, and trying for consistency in writing style and flow. Version 2.0 was sent out for review April 9th. Comments from Core Team members to Kevin by are due by April 22nd.

- **Work Group C – Map Unit and Feature Design** (Andy Lister) – Version 2.0 was distributed on April 7th. Andy and his group have worked mainly on comments from last round. Focus reviews on section 3.2.1.1 planning process, and graphic of flow chart, and the example of map feature design.

- **Work Group D – Map Maintenance** (Wendy Goetz) - Need review on change detection and updating method and documentation of the update. Last 3 pages would like more comments.

**Action:** Core Team members are to provide their comments on v2.0 to all Core Team members and the Work Group Leaders by April 22nd. Core Team members need keep an eye out to make sure relationships between classification, map unit design, and other terms are defined and used consistently in different chapters and sections.

Following this review of comment and edits v3.0 will be developed by May 20th. Ralph will then incorporate these edits into a master version that will also include information from Batch 2. Version 3.0 will undergo Technical Review late this year.

4. Phase 2 Edits – Batch 2 Work Groups

Each of the Work Group leaders provided an overview of key revision points and highlighted areas where the Core Team should focus their review.

- **Work Group A - Inventory Integration** (Carlos Ramirez) - Having conference calls every other week and team members are actively participating. The Chapter outline is now very detailed and assignments for writing are being made. The group’s next call is on Monday. Working Group members want access to current drafts of revisions. Steve suggested using Dropbox as a method for sharing internal documents with Work Group members. Draft of v1.0 is scheduled to be released by June 3rd.

- **Work Group E – Business Requirements Documentation** (Linda Spencer) - Draft of v1.0 just now coming together. Management requirements: vegetation management, compliance, and resource information. Scale / level of details needed at broad scale, to make sure higher levels are meet with mid and broad levels. Outline and Draft should be available in a week for review by core team.

- **Work Group G – Edits to the Classification Chapter** (Ralph Warbington) - Work on edits related to the NVC descriptions can’t proceed without some products from the FGDC effort.
Work on these edits has been shifted back to Batch 2 time frames due to delays in development of NVC descriptions and keys. We will attempt to capture any developments between now and the next round of soft copy publication.