**Thursday, February 9, 2017**

2:15 PM to 3:30 PM

1500 Jefferson Street SE, Rm 2332

Olympia, Washington



**WAMAS Steering Committee Meeting**  **NOTES**

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| --- | --- | --- | --- | --- |
| **Item** | **Topics** | **Time**  | **Lead** | **Notes/Follow-up** |
|  | **Welcome/Introductions**  | **2:15** **PM**(5 min) | Joy Paulus |  |
|  | **Items:** * Introduction of New Co-Chairs
* Failover Server Rebuild Status
* Melissa Data Update Schedule
* Upcoming Esri System Health Check
* Web Page Documentation
* Story Map Training Guide
* Mapping QA/QC Tool
* Developer Team Update – MAF, Tokens, Public Tool Suite, Excel Add-In
* Other items as identified
 | **2:20 pm**(65 min) | JoyStephen VaughnJoyJoy JoyJenny KonwinskiJennyWAMAS Dev TeamParticipants |  |
|  | **Closing Comments/Adjournment***Next Meeting – March 9, 2017* (2nd Thursday of every month) | **3:25** **PM**(5 min) | Participants |  |

**Attendees:**

 Joy Paulus (OCIO), Jenny Konwinski (OCIO), Tim Minter (DSHS), Rich Kim (ECY), Chris Marsh (DFW), Brian (L&I), Steve Leibenguth (DSHS), George Alvarado (DSHS), David Wright (DOR), Mike Roberts (WaTech)

**Notes:**

**New Co-Chairs (Joy Paulus)**

Jenny Konwinski (OCIO) and Winston McKenna (L&I)

**Failover Server Rebuild Status (Mike Roberts)**

Test done, need to schedule move to prod, anticipate in next few weeks (2/14 UPDATE: FME Server install on 3346 scheduled for 2/15; cut over to 3348 on 2/23 and schedule FME Server install).

**Melissa Data Update Schedule (Joy)**

Will change to monthly and add schedule to the roles and responsibilities document.

Need to add to monitoring (Orion - Splunk is currently down).

**Esri System Health Check (Joy)**

 Scheduled for March 7-8. Final report week of March 20th.

**Web Page Documentation (Joy)**

 Continuing to migrate and update information, but the major pieces are in place.

**Story Map Training Guide (Jenny Konwinski)**

 Distributing to local government users for feedback before releasing to wider audience.

**Mapping QA/QC Tool (Jenny)**

 Meeting with Esri staff on 15th.

**Developer Team Update (David Wright, Joy)**

 MAF (David) – Currently processing next iteration. Still issues with server and SQL (heap, core errors).

 Tokens (Joy, David) – Still working on type of token for contractors. David suggested looking at Texas A&M site as an example:

<http://geoservices.tamu.edu/Services/Geocode/>

 Public Tool Suite (Joy) – Security design review in progress.

 Excel Add-In (Joy for Craig Erickson (DOH)) – Special certificate needed to handle “untrusted publisher” installation issue. Will be

 cleaning up code and adding error checking over next few weeks. Has updated online user guides.

**General Discussion (Participants)**

 David to provide data completeness status by county service.

 Proposed agenda item for next meeting – point/street centerline discussion with DOT (Alan Smith).