

**Oregon/Washington Hydrography Framework Partnership Meeting  
Minutes - December 13, 2001  
Department of Natural Resources – Room 172**

Attendees: Sandra Bahr, DNR; Dick O'Connor, WDFW; Dan Wickwire, BLM; Deborah Naslund, DNR; Ken Adee, USFS; Dale Guenther, REO; Levon Yengoyan, TerralogicGIS/SSC; Kim Berry, Skagit County; Josh Greenburg, Skagit County; Marilu Koschak, NWIFC; Carrie Wolfe, DNR, Byrt Filyaw, DNR

**Welcome and Introductions**

Byrt Filyaw, welcomed everyone to the meeting and introductions were made.

**Protocols for Initial Integration Project**

Ken Adee provided an overview of the Initial Integration Project and gave an update to the group. Ken has been working on putting together a Draft Stream Integration Protocol document and provided copies to the group to review and send him comments. Ken indicated the need to accelerate the integration of multiple agency (USFS, BLM, and WADNR) stream coverages in the selected priority subbasins in Washington and Oregon in order to: 1) Produce one common stream layer for insertion into the NW Hydrography Framework (NWHF) server and 2) Provide feature tagged arc coverage to the National NHD Contract for conversion to the NHD. Ken indicated there is a time limit because the funds are only available through December 31, 2002. The focus will be on selecting 50-65 subbasins to work on. Ken wants to schedule workshops for the agency Hydro Data Stewards to attend and agree on which set of streams they will use for each subbasin. Then a contractor will do the physical integration of the data. The data will need to be framework compliant to make this work easier. This could be an issue for the DNR and the other agencies to have it ready in time. A meeting for the third week of January was scheduled to finalize the priority subbasins and the protocols. The DNR made a commitment to provide input to the protocol document and the prioritization. They will have to work on identifying and approving appropriate staff to participate in the workshops. The USFS is committed to support this effort. BLM has not made a final commitment yet.

**Guidelines for Hydro Framework Maintenance**

The group discussed the following topics for the Draft of the Long Term Maintenance document.

- 1) Data Development Methodology
  - Striving for improved accuracy
- 2) Data Source
  - See Metadata and Ken's Protocol document.
- 3) Acceptance Criteria
  - What is it?
- 4) Data Process Flow Guidelines (see attached data flow diagram)
  - What are the variables/options
  - Who needs to coordinate ARCIMS Site

- Do I need to?
  - Notification is built into the clearinghouse system
  - What can't you do?
  - Establish prevential roles and responsibility for data updates and review process
  - Refer to Roles & Responsibility document
  - Establish Review Process (timelines)
- 5) Dispute Resolution Guidelines
- Establish prevential rules
  - Area Data Integrator/Manager
  - Theme Management Board
- 6) Guidelines for Commitment
- Dale Guenther will draft guidelines by end of January
  - Who should sign: Data Developer/Area Integrator
  - Develop Boilerplate for watershed MOU

### **Other Issues**

#### User Guide

Byrnt reported she has received all but three of the draft sections for the user guide. Dale Guenther will have the Management of Event Tables and Clearinghouse Transaction section completed by January 16<sup>th</sup>. Bob Harmon will have the Water Point section completed by December 31, 2001. Dan Wickwire will provide what he has for the Metadata by end of December. There was also a question whether the data dictionary had been updated. Joy Denker who does the updates was not at the meeting. Carrie will give Joy a call to find out the status.

#### BETA Testing

Byrnt reported that Tim Young had developed a draft document on the Event Precision issue and would send this document to Ken, Dale and Joy. She provided Dan Wickwire with a hard copy at the meeting. Dale indicated he would like to get the BETA testing completed as soon as possible.

#### Clearinghouse Steering Committee/MOU

This was discussed in the Guidelines for Hydro Framework Maintenance portion of the meeting.

#### DNR Conversion Update

Byrnt reported that DNR Hydro Project had some schedule changes. The project was reorganized to a pilot effort that includes complete conversion (cleaning, routing, events) of WRIAs 3 & 4 by April 2002. Completion of the entire pilot will include testing the DNR update application and validating user accessibility of the data, these tasks are scheduled to be completed by July 2002. There is no completion date set for the rest of the State conversion. This will be determined once the pilot project has been completed.