

Administrative Boundaries FIT Meeting

October 3rd, 2023

2PM – 3PM

In attendance:

- Karen Grosulak-McCord, FIT Lead, DLCD
- Melissa Foltz, Framework Coordinator, DAS EIS
- Ariel Low, LPRO
- Christine Rutan, Metro
- Diana Walker, ODA
- Randy Dana, DLCD
- Alex Bettinardi, ODOT

Minutes:

Meeting started at approximately 2:05PM

Framework Grant Program

Karen gave an update that OGIC's Data Sharing and Governance Committee is still discussing the Grant Program and changes are expected. Funding would support both OGIC's strategic plan and still be applied towards Framework layers. "Miscellaneous Fund" of approximately \$50K would be set aside for framework forums, booths, etc. The 70/30 foundational/secondary funding split is up for elimination.

Data Element Inventory

Karen updated that public comments were received on the data element inventory, which then went to the TAC. The TAC recommended keeping four layers that were originally up for removal.

- Layers that were put up for removal or reassignment:
 - American Indian Reservations: Karen thought this was a duplicate dataset and did not intend to remove the element completely. This is staying.
 - Designated State Scenic Areas: This was up for removal because Karen could not find a general "scenic area" dataset. Turned out this the Columbia River Gorge Scenic Area only, which does have a data set. This is staying but is hoping to be incorporated with a new, clearer name.
 - Zip Codes: "Zip Codes" were assigned to Admin Boundaries data element list but are actually ZCTAs (Zip Code Tabulation Areas). ZCTAs are not "zip codes," rather, boundaries that assign census data to a zip code approximation geography. The National Address Database (NAD) is working with USPS on an official zip code polygon layer. Ariel brought up that zip data can be point as well as line. Melissa explained that all "zip code" data, including lines, points, and eventual boundaries, would be put into the Addresses and Buildings FIT, as they are used in Geocoder, while the ZCTAs will go to Administrative Boundaries. An updated ZCTAs dataset is expected to come from the Population

Research Center, and hopefully will include census demographic data. Ariel stated she would like to see zip code points and boundaries in the same FIT.

- School District / Educational Boundaries: This was up for removal as an authoritative source needed. Melissa says Shared Services for DHS and OHA has taken over the educational boundaries layer, but they don't currently align with DOR's taxing district boundaries. A recent Senate bill leans towards making taxing districts the official boundary, but HECC and Department of Education need to agree that those would be the authoritative layer. DHS/OHA's layer most closely aligns with local school district boundaries as they have been derived from local data, and not the taxing districts. Melissa is doing research into how to get everyone on the same page, and mentioned this is a good reason to have a stewardship plan in place for these more complicated, coordinated data elements.

Performance Measures / Charter / Work Plan

Karen updated that a recently hired analyst at EIS is creating Framework program measures, which are currently in draft form and being reviewed by FIT leads.

- Measures ideas include:
 - FIT communication such as meeting frequency / listserv usage, etc.
 - Framework Forum attendance
 - % of Framework data elements meeting or exceeding update frequency

Melissa is putting together a FIT Charter, which is in draft form now. FITs are tasked with coming up with "Work Plans" – 1- or 2-year plans guiding how the FIT will move the program forward and improve it. Melissa pointed out that work plans will not be part of the Charter, as if they were part of the Charter would require OGIC approval with every update.

Christine recommended forward thinking on aspirational attributes for current datasets, possibly with some guidance put together from the FIT. Melissa mentioned there are also the future consideration data elements approved by OGIC in the inventory, so to note that any new datasets would need to go through OGIC approval. The existing "future consideration" datasets are already approved and are a good starting point. Ariel suggested looking at update frequencies, stewards, and descriptions in GEOHub, and highlight areas that need some focus. While there are issues with state and local agencies sharing documents together, Karen will try to get together some ideas on how to collaborate as a FIT and will send out a plan on moving forward with ideas.

Roundtable

Christine: Metro is now updating boundaries on a weekly on the RLIS discovery site, and their updated zone classification data and is now published.

Karen reminded the group that the Framework Forum is Tuesday, October 24th.

Meeting adjourned at approximately 3:00PM