

Metadata Workgroup Meeting #3, July 30, 2014
DOGAMI Conference Room, Portland

Attendees:

In person: Bob DenOuden (GEO) Tanya Haddad (DLCD), Rachel Smith (DOGAMI) , Don Pettit (DEQ), Steve Aalbers (DEQ)

Via phone: Malavika Bishop (DEQ), Daniel Stoelb (OEM), Eric Brandt (LCOG)

A=action items:

The metadata workgroup continued to review the draft Oregon Metadata Standard document, now at version 1.01. Bob noted some of the edits he made based on the results of meeting #2 in June. A new introductory paragraph, describing the intended scope of the standard, was added. Rachel annotated the draft document as we worked through it from beginning to end, making numerous clarifying edits, particularly in the sections describing the FGDC CSDGM structure.

The document text edits were largely completed, to be reviewed once draft version 1.02 is made available to the workgroup.

Upon completion of the document review, we proceeded to review that metadata elements included in the standard, proposing to add to the existing minimum elements list while reviewing the complete FGDC CSDGM elements list. Again, Rachel annotated the draft document with our decisions and this draft will be reviewed.

The meeting concluded after review of section one of the metadata elements list was concluded. Metadata WG meeting #4, once scheduled, will start here and continue through the full elements list.

Action items: **A** Review draft document text with suggested edits from WG meeting #3.

A Review full FGDC CSDGM elements list to propose changes to the current Oregon minimum elements list.