

**Federal Geographic Data Committee
Marine Boundary Working Group
November 6, 2001**

Minutes

The Federal Geographic Data Committee's (FGDC) Marine Boundary Working Group (MBWG) met at the U.S. Fish and Wildlife Service facility on November 6, 2001. An agenda is included at the end of the minutes, as is a list of items that were distributed at the meeting. Individuals who wish to request copies of these items should contact David Stein at Dave.Stein@noaa.gov.

Highlights

Doug Vandegraft, U.S. Fish and Wildlife Service (USFWS), welcomed everyone to the facility and gave a presentation about Palmyra Island, which is the USFWS's newest submerged land acquisition. Cindy Fowler, co-chair of the working group, called the meeting to order and participant introductions were made. This was the third meeting of the Marine Boundary Working Group. The objectives of the meeting were to compile the material necessary to complete the draft work plan, and identify a finite set of actions to be completed by working group members. Tim Goodspeed, NOAA Special Projects Office, facilitated the meeting.

Agenda Items

1. David Stein reviewed the meeting minutes from June 14, 2001. The group was scheduled to meet on September 13, but due the terrorist attacks, the meeting was postponed to this date. David indicated that the Web site will be publicly available by December 21, 2001. If anyone has comments on the latest version, they must be sent to David Stein and Andrew Hulin no later than November 23.
2. Strategy review and breakout sessions. Tim Goodspeed opened this agenda item with a request for comments on the format and content of the draft work plan. Tim had several suggestions including adding a definition of marine boundaries in the introduction, adding contact information in the introduction, adding a graphic of the working group (i.e., how it fits within the FGDC and which agencies serve on it), adding a map or illustration of U.S. marine boundaries and limits, and adding an executive summary section. Following Tim's comments, strategy leads gave 15-20 minute updates on each of the strategies/work items. The following strategies were presented:
 - a. **Outreach Plan.** The plan was presented to the group by David Stein for Andrew Hulin (who was on travel). It was suggested that the outreach work item be broken into outreach products and training. The following working group members agreed to help with the development of outreach products: David Stein, Andrew Hulin, Curt Loy, Ole Varmer, Steve Kopach, John Arensberg, and Bob Dahl.

- b. **Data Dissemination Plan.** The plan was presented to the group by David Stein. Much of this work is contingent upon the completion of the MBWG database. Data will not be housed at the NOAA Coastal Services Center (CSC), but will be pointed to from the MBWG Web site. A detailed data dissemination plan will be completed by March 31, 2001. During the breakout session, we discussed developing some type of disclaimer for all data accessed via the MBWG Web page. Ole Varmer has agreed to help draft this language.
- c. **MMS Marine Boundary Data Clearinghouse.** This work item was presented by Bob Johnson and Lee Thormahlen. A data clearinghouse and Web site has been developed by Minerals Management Service (MMS) to improve communication and data sharing with its clients, to satisfy data sharing requirements of Office of Management and Budget (OMB) Circular A-16, and to improve archiving of MMS data. The Gulf of Mexico data will be available in the February/March timeframe, and the remainder of the data will be available within the next 12 months.
- d. **Marine Boundary Database.** This work item was presented by Lee Thormahlen. The strategy leads are Lee Thormahlen and Mitchell Tartt. The purpose of this work item is to develop a comprehensive database containing all boundaries, responsible agencies, authoritative sources, and georegulations. This database will be the basis for the MBWG data dissemination Web page.
- e. **Obtaining Managerial Support and Resources for Developing and Maintaining Marine Boundaries.** Lee Thormahlen presented this work item. The purpose of this work item is to convey the importance of marine boundaries to management so that sufficient resources will be devoted to their continued development and maintenance. Tasks from this work item were mostly covered by other work items. Not much time was spent on this.
- f. **Compile and Coordinate Agency-Specific Boundary Development and Review Protocols.** Cindy Fowler presented this work item. There is no consistent marine boundary review process in place across the federal government. To begin understanding how boundaries are created, approved, and successfully enforced, an understanding of existing procedures is needed by the MBWG. The purpose of this work item is to conduct an inventory of current agency-wide procedures. The MBWG will identify successful models and produce a summary of process steps that may be adaptable across federal agencies. The result of this activity will be a document of recommended generic process steps (checklist) for offshore boundary review and development.

NOTE: Members who agreed to support the above work items will be contacted individually about commitments. The changes that were made during the breakout sessions will be reflected in the latest draft of the work plan, which will be distributed to the working group by December 14. The final version of the work plan is due March 31, 2002.

- The next working group meeting was discussed. The following agenda items were proposed: host-agency presentation, agency updates, review final draft of work plan, report on work items. The tentative date and meeting place of the next meeting is early February 2002, at the Federal Communications Commission (FCC) in Washington, D.C.

Action Items

- Incorporate formatting and content changes into work plan.
- Members to submit work items not yet completed..
- Identify someone from the Department of Justice to serve on the MBWG.

Items Distributed at Meeting

- Agenda
- Marine Boundary Working Group draft Work Plan
- Meeting Minutes
- Handout on the Bureau of Land Management (BLM) Geographic Coordinate Data Base
- Handout on the Preliminary Application of Article 76

Attendees

Name	Agency	Email
David Stein	NOAA CSC	Dave.Stein@noaa.gov
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Tim Goodspeed	NOAA/NOS/SPO	Tim.Goodspeed@noaa.gov

Agenda

FGDC Marine Boundary Working Group Meeting

Tuesday, November 6, 2001

U.S. Fish and Wildlife Service

4401 North Fairfax Drive

Arlington, VA

Conference Room 200

Meeting Outcomes:

- Compile material necessary to complete the draft work plan
- Identify a finite set of actions to be completed by working group members

Tuesday, November 6

8:00 Continental breakfast

- Fish and Wildlife Service's opening remarks and presentation

8:45 Welcome and introductions

- Welcome from co-chairs and short introductions from working group
- Review of meeting minutes and action items from June 14, 2001
- Web site update

9:15 Strategy review

- 15 minute reports from strategy leads

10:15 Snack break

10:30 Strategy review--continued

11:45 Lunch

1:00 Work in teams to improve strategies

- Draft additional details
- Identify short-term action(s)

3:15 Teams report back to group

4:15 Next steps

- Meeting
- Draft work plan

4:30 Meeting adjourned

Minutes Submitted by

David Stein, NOAA Coastal Services Center
Executive Secretary/Working Group Coordinator
FGDC Marine Boundary Working Group