

## Data Endorsement ad-hoc Committee Notes

November 4, 2025

1:30 p.m. – 2:30 p.m.

### Attendees

- |                                                                                   |                                                                                       |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> <b>Alison Slaats</b> , MnGeo (Co-Chair)       | <input type="checkbox"/> <b>Alison (Ali) Wieckowicz</b> , MNIT DOT                    |
| <input checked="" type="checkbox"/> <b>Kevin Trappe</b> , Beltrami Co. (Co-Chair) | <input checked="" type="checkbox"/> <b>Linse Lahti</b> , DNR                          |
| <input type="checkbox"/> <b>Sally Wakefield</b> , MnGeo                           | <input checked="" type="checkbox"/> <b>Pamela Oslin</b> , MESB                        |
| <input checked="" type="checkbox"/> <b>Gerald (Gerry) Sjerven</b> , Allete        | <input checked="" type="checkbox"/> <b>Jonathan Mortensen</b> , City of Shoreview     |
| <input checked="" type="checkbox"/> <b>Stacey Stark</b> , U-Spatial, U of M       | <input checked="" type="checkbox"/> <b>Robin Mertes</b> , MN Pollution Control Agency |
| <input checked="" type="checkbox"/> <b>Tanya Mayer</b> , Met Council              | <input checked="" type="checkbox"/> <b>Kory Thurnau</b> , MnGeo                       |
| <input checked="" type="checkbox"/> <b>Jason Ewert</b> , MNIT MPCA                |                                                                                       |

### 1. Purpose of Meeting

- Review and discuss two updated documents:
    - Proposal Form for dataset endorsement requests.
    - Evaluation Checklist for assessing endorsement proposals.
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### 2. Proposal Form Highlights

- Simplified version created by Alison, Kevin, and Kory based on previous feedback and a desire to simplify/ condense.
- Sections include:
  - Submitter Info & Dataset Summary
  - GAC Priority or Framework Theme Alignment
  - Data Characteristics (type, extent, aggregation, privacy)
  - Standards, QA/QC, Stewardship, Metadata
  - Stakeholder Engagement & Communication Plan

#### Discussion Points:

- Importance of including links to foundational documents (e.g., MSDI, Priority GIS Data).
  - Need for flexibility in QA/QC expectations depending on dataset type.
  - Suggestion to add examples for standards and QA/QC.
  - Clarification needed on who receives and reviews submitted forms.
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### 3. Evaluation Checklist Highlights

- Designed for reviewers to assess proposals using yes/no questions.
- Sections include:
  - Theme Alignment
  - Stewardship
  - Quality
  - Coverage
  - Constraints & Metadata
  - Final Recommendation

#### Discussion Points:

- Question about the necessity of “Is it important to endorse?”—may be redundant.
  - Suggestion to add a question about duplicate/conflicting datasets.
  - Clarify “duplication/redundancy” in the quality section—attributes vs. datasets.
  - Consider removing or merging overlapping questions in the coverage section.
  - Add reference to open data licenses and Creative Commons (CC0).
  - Interest in aligning with broader state data governance efforts (e.g., data steward/owner roles).
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### 4. Next Steps

- **Feedback Deadline: November 18, 2025 (track changes/comments in documents).**
- **Next Meeting: Rescheduled to December 9, 2025.**
- Goal: Finalize documents for potential presentation to GAC in March 2026.