

Department of the Interior
Enterprise Geographic Information Management (EGIM)
Global Positioning Systems (GPS) Subteam Charter

Purpose

The purpose of the Department of the Interior (DOI) EGIM (Enterprise Geographic Information Management) Global Positioning Systems (GPS) Subteam is to improve planning, coordination between agencies and technical support for departmental policy and management where issues of positioning technologies such as GPS are involved. The EGIM GPS Subteam will provide guidance on the use, capabilities and implementation of GPS and positioning software/hardware applications in support of resource management supporting EGIM and the PNT ExCom (Position, Navigation and Timing Executive Committee) Principal. The EGIM GPS Subteam will assist with development of departmental guidelines and policy in support of the PNT ExCom Principal and EGIM initiatives.

Background

GPS technology allows departmental resource management and support staff to navigate, survey, map, and monitor natural, cultural, facility, and landscape features, as well as assist with search and rescue, fire, law enforcement, etc. operations in a cost-effective and safety-conscience manner. Departmental and Bureau resource managers will benefit from activities of the EGIM GPS Subteam that support the planning, acquisition, and application of these technologies.

The need for GPS expertise and resources in the DOI is increasing. As GPS technology becomes more advanced and less expensive, field personnel are developing requirements that require ever increasing degrees of accuracy. Technology and systems for field and mobile operations are undergoing rapid changes, and the DOI requires the expertise and knowledge to evaluate these advancements.

Roles and Functions

1. **COMMUNICATION:** Facilitate and serve as a focal point for communications about GPS issues, programs and policies within DOI and between other agencies and external partners. Keep DOI principals and EGIM personnel informed of GPS technologies, programs and policies that may impact the department.
2. **PLANNING:** Serve as the focal point for integrating GPS technology into departmental missions and requirements to meet goals, objectives, infrastructure, and support.
3. **ADVISORY ROLE:** Advise the DOI EGIM on the long-term strategies, requirements, and priorities for GPS and related technologies. Represent EGIM and advise DOI managers in appropriate forums related to systems, capabilities, and policy as directed. Research and recommend strategies, policies and procedures for GPS and positioning technologies.
4. **EDUCATION AND OUTREACH:** Identify internal GPS requirements, and plan or make recommendations for the development and presentation of training in cooperation with other groups or agencies. Provide materials and information to DOI personnel concerning GPS and positioning technologies.
5. **STANDARDS and PROTOCOLS:** Provide guidance and develop documentation of protocols and SOPs for GPS and mobile mapping. This will include but not be limited to data models, electronic field forms, metadata templates, spatial data management, collection, etc.

6. **SPECIAL ISSUES:** Upon request of the EGIM or DOI principals, explore and analyze issues and make recommendations to address such. Collaborate with other departments and agencies on issues that pertain to GPS and like technologies.

Membership

The EGIM GPS Subteam will be chaired by the DOI GPS Coordinator or a Subteam member designated by the EGIM. Membership in the EGIM GPS Subteam will be limited to at least 1 representative from each DOI Bureau, should represent a cross section of GPS coordinators, surveyors, and specialists/users across the DOI. Active members and their supervisors must agree to the membership criteria outlined below. Members will serve for two fiscal years after appointment with one-half of the appointments terminating each year. To initiate the membership rotation, one-half of the charter members will be designated as one-year appointments. Members may serve multiple terms by re-nomination and appointment by the EGIM. The EGIM GPS Subteam Chair will open nominations for membership each year for the month of August and forward the nominations to the EGIM membership. The EGIM will discuss and appoint new members at the EGIM meeting each September. Travel funds for meetings may or may not be provided depending on availability.

In addition to the regular EGIM GPS Subteam membership, task groups may be formed and request the assistance of subject-matter experts on an *ad hoc* basis.

Membership Criteria:

- A strong interest in advancing GPS
- Capable of representing the interests of the DOI and Bureau represented
- Supervisory approval for the rotational members and commitment to minimum level of effort
- Able to commit a minimum of 5% time on GPS and mobile mapping meetings and priorities

Meetings

Meetings will be held by teleconference every month or as determined appropriate by the EGIM GPS Subteam Chair. Additional meetings may be scheduled as needed to complete the tasks and projects assigned to the committee by the EGIM or DOI principals. Additional meetings may be conducted in person or by conference call. Meetings will be arranged and facilitated by the GPS Coordinator with input and support by a majority of members. The EGIM GPS Subteam will provide an update of current GPS activities at the semi-annual EGIM meetings as directed.


The EGIM GPS Subteam will make decisions by consensus among the committee members. If consensus cannot be achieved, decisions may be accomplished by majority vote. A simple majority of committee members must participate in the decision making process to constitute a quorum. Subject matter experts or other individuals invited on an *ad hoc* basis will provide information or recommendations but are not involved in the decision-making or voting process.

Work groups may be established by the EGIM to address specific issues that can be resolved within short, finite time frames. The composition of work groups will represent different geographic and organizational perspectives and may include personnel from a variety of agencies and organization. Work group reports and recommendations will be submitted to the EGIM for approval and/or further action. The EGIM will identify a GPS Subteam liaison to any GPS work groups it establishes.

Approval

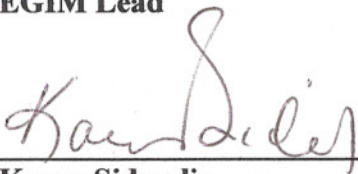
This charter is effective as of the date signed and approved by the EGIM. This charter is valid for five years from the date signed unless revised or discontinued. This charter can be revised upon the recommendation of a majority of the EGIM members.

Approved:



Robert Pierce
EGIM Lead

Date: 8-20-09



Karen Siderelis
DOI GIO

Date: 8/20/09

Appendix A – EGIM GPS Subteam Charter Membership

Bureau	Name	Email	Initial Serve Date
BIA/BIE	TBI		
BLM	George Heine	George_Heine@blm.gov	
BLM	Mike Londe	Mike_Londe@blm.gov	08/17/09
BOR	TBI		
FWS	Eric Kelchlin	Eric_Kelchlin@fws.gov	08/17/09
FWS	Michael Young	Michael_Young@fws.gov	08/17/09
MMS	TBI		
NPS	Karl Brown	Karl_Brown@nps.gov	08/17/09
NPS	Tim Smith	Tim_Smith@nps.gov	08/17/09
OSM	Rob Welsh	RWelsh@osmre.gov	08/17/09
USGS	Larry Hothem	lhothem@usgs.gov	08/17/09
USGS	Rick Spengler	rspengle@usgs.gov	08/17/09