International Working Group on Satellite based Emergency Mapping (IWG-SEM)

Minutes of the teleconference held on Wednesday, 07.11.2012, 12:00 UTC

Participants: JRC: JanKucera, Guido Lemoine
              ITHACA: Fabio Giulio Tonolo, Andrea Ainar
              DLR: Stephan Voigt, Tobias Schneiderhan

During the teleconference, following points were discussed. Each point contains short summary of what has been accomplished so far and the future action with deadline and actor involved.

1. IWG-SEM website

Summary: The JRC has set up the group website (http://portal.gdacs.org/data/IWGSEM/tabid/190/ Default.aspx). The website is currently password protected. The basic elements have been put to the website, but further improvements were suggested. The website is intended to be public with some restricted parts (mostly documents in development). Restricted parts will remain password protected.

Action: Following elements will be added:
- Pictures from the past meeting
- more GDACS-style look and feel (fonts, graphics etc.)
- the background information about the IWG-SEM based on the introductory parts of past meetings
- contact point (will be email the chair e.g. JRC at the moment)
- what kind of organizations are currently involved
- who can join and whom to contact (it will be the chair e.g. JRC at the moment)
- include section for groups working on specific topics

Deadline: JRC will send the link with updated website before middle of December. Other members of the group should look at the website and provide feedback before TC in January

2. Activation Metadata

Summary: The "emergency mapping" activation metadata are substantial for sharing the relevant information. The first draft list of these metadata was compiled during the meeting in Geneva.

Actions: Further review of the list and the first implementation of GeoRSS feed for easier sharing. JRC will check with GDACS what would be the best place from where the GeoRSS feeds could be shared and broadcasted. DLR and ITHACA will review the GeoRSS feed schema they are using and try to create template which can be used by other members.

Deadline : DLR and ITHACA will provide the template PLEASE INDICATE DEADLINE HERE. JRC will provide the feedback on GDACS before TC in January.

3. Emergency Mapping Vocabulary

Summary: The emergency mapping vocabulary is important for understanding of common terms used in the community. The vocabulary was started during the meeting in Geneva and will be developed over the time. The vocabulary is the list of terms and also acronyms used in emergency mapping community.

Actions: The JRC will maintain vocabulary in *.docx format. The document will be versioned and all versions will be available on the website. T

Deadline : JRC will put the vocabulary to the website and continues to update it whenever necessary.

4. Mapping Guidelines and Code of Conduct

Summary: During the Geneva meeting, it was decided that the group will start to draft the Mapping guidelines which will also include code of conduct.

Actions: DLR and ITHACA will start to draft the structure of the document. It should contain General Section, Quality indicators, the basic elements of the map (without emphasis on "esthetical" representation).

Deadline : The basic structure should be provided before next TC.