MONTANA WILDLIFE AND TRANSPORTATION

DATA AND INFORMATION WORKGROUP

9:00 – 10:30am, October 22, 2020

Meeting Notes

Purpose: To finalize the mission, product, criteria document and create a work plan with a timeline

Objectives:

- Complete the mission, product, and criteria document
- Create a work plan
- Determine if the work group wants to present at or get feedback from the Montana Wildlife and Transportation Steering Committee at their November 17 meeting
- Start brainstorming data sets to inform the criteria

Attendees:

- D&I Work Group: Paul Sturm (MDT), Gabe Priebe (MDT, Liz Fairbank (MSWP), Andrew Jakes (MSWP), Joshua Theurer (MSWP), Justin Gude (FWP), Adam Messer (FWP)
- Planning and Implementation Team (PIT Crew): Renee Lemon (FWP), Deb Wambach (MDT), Nick Clarke (MSWP)

Agenda:

1. **Introduction**

2. **Mission, product, criteria**
    a. PIT Crew shared feedback from the steering committee
        - A few minor edits were recommended
        - Remove caveat and incorporate criteria into text
        - Include a brief introduction on purpose of D&I work group
        - Andrew will work with the PIT Crew to make final edits
    b. Outcome: Final mission, product, and criteria document for posting on website

3. Work plan
    a. Liz shared draft work plan template and the group discussed
        - Walked through the tasks
        - Some work is concurrent and non-linear
        - Start with Task 2 (identify data sources for each criterion) and set a schedule based on that – other tasks will become clear through the development of Task 2
        - Task 4 (identify data gaps) is populated on the side as the group works through their process

    b. Group will focus current efforts on:
        - Identification of existing data
        - Identification of future/projected data
        - Identification of data gaps
        - Development of criteria and metrics – data quality and weighting

c. Next steps:
    i. Adam and Liz will draft a spreadsheet for members to fill in with data sources and associated information
    ii. Paul asked the GIS members to provide a brief overview of ranking and weighting in laymen's terms. Adam agreed to provide an overview at an upcoming meeting.

4. Brainstorm what datasets could inform and how they could inform each criterion
    a. The group did not get to this item but did talk about examples of data sources while they were discussing the spreadsheet in the previous agenda item.

5. Meeting Logistics
    a. Next workgroup meeting is November 19

6. Review and Close

ACTION ITEMS:

- Andrew will work with the PIT Crew to make final edits to the mission document. MDT will work on posting the mission document on the Montana Wildlife and Transportation website.
- Adam and Liz will work on spreadsheet to document data sources and associated information.
- Renee will create a Microsoft Team and upload the spreadsheet so members can input data sources in a shared spreadsheet.
- Members will fill in data sources and associated information by the next meeting of November 19.