MONTANA WILDLIFE AND TRANSPORTATION

DATA AND INFORMATION WORKGROUP

Thursday, April 28th, 2022

Meeting Notes

Purpose: Recommend name to the SC for the "tool", finalize documents in the "final drafts" folder of Teams, reconcile needs assessment criteria and story map write ups document with datasets and limitations/methodology document, finalize plan for beta testing roll out.

Objectives:

- Discuss and determine recommended name for the "tool"
- Review and reconcile all group edits and comments on documents in the 'final drafts' folder on Teams
- Work to integrate relevant information from needs assessment criteria and story map write ups document with datasets and limitations/methodology document
- Finalize or identify next steps to finalize all items needed for roll out of beta testing

Attendees:

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

Agenda:

1. Introduction

2. Recommendation to SC for what the "tool" should be named.
    a. Discussion
        - Group wants to fine an alternative name to what the SC came up with.
        - Would like something shorter and a bit clearer for the public.
        - Ideas- Wildlife and Roads Interface Tool (WRIT), Wildlife and Roads Interactive Tool, Wildlife and Needs Assessment Tool, Montana Highway and Wildlife Interaction Tool, Montana Wildlife and Highway Interaction Tool (MT WHIT). Wildlife Accommodation Planning and Investigation Tool Interface (WAPITI), Interactive Wildlife Accommodation Needs Assessment Tool (IWANA Tool).
        - Suggestion from Deb – Consider "Information" for "I"
    b. Determination of recommendation(s)
        - FINAL PICK by the D and I group: Wildlife Accommodation Planning and Investigation Tool Interface (WAPITI).
            - However, Justin will talk to Kqyn at FWP about cultural considerations.
            - Update: Brian Andersen checked in with MDT Tribal Liaison and the message received was mixed, but with some hesitation.
            - Group to reassess appropriateness of WAPITI for name of Tool.
        - MT Wildlife and Highway Assessment Tool (WHAT) was the groups second choice.

Outcome: Group determines recommendation(s) for naming of the "tool" for the SC to consider

3. Review and reconcile all group edits and comments on documents in the 'final drafts' folder on Teams.
    a. Datasets and limitations/methodology document
        - Made progress, but a few outstanding items. Few individual actions needed, Adam and Andrew need to dsicuss to address comments, all will be done by May 4th.

        - Needs assessment mapping data sheet spreadsheet will be added as an appendix.

        - Text added to MDL regarding annual maintenance to update datasets in the current version of the *TOOL* by MDT and FWP GIS and technical staff on an annual schedule, so the version of the *TOOL* accessible online can always be considered the most updated version

        - Text added to MDL regarding Larger changes to the tool, such as changing or adding needs assessment criteria, adding new layers to represent a needs assessment criterion, or revisions to data analysis methods to be incorporated into new versions of the *TOOL* in the future. These types of changes will take considerable additional time and will require reconvening the Data & Information Working Group. Such *TOOL* updates will be considered and authorized by the Wildlife-Transportation Steering Committee at 5-year intervals, or longer.

        - List members of SC, PIT, and DI as appendix.

    b. Needs assessment criteria and story map write ups document
        - Deb will clean up and Nick will look at it and will send it to Bryan to review by end of April 29th and this document will eventually be deleted after information is transferred to appropriate documents and the *TOOL* application.
    c. Tool description document for website landing page
        - Nick and Deb will finalize and it will be wrapped up in to the introduction to the tool on the website as soon as DI Group is done with review and edit.
    d. Beta testing survey questions
        - Questions finalized and Liz will create Survey Monkey survey.
    e. Beta testing roll out- draft email
        - Adjust to lead with the ask, Brian and Adam will be contacts for assistance
    f. Tool help guide/instructions document
        - Determined to not be needed

Outcome: Group finalizes all documents in the 'final drafts" folder on Teams. All documents need to be finalized to roll out with beta testing.

4. Work to integrate relevant information from needs assessment criteria and story map write ups document with datasets and limitations/methodology document
    a. Completed and captured above

    Outcome: Information is integrated and the documents are finalized

5. Finalize or identify next steps to finalize all items needed for roll out of beta testing.
    a. Beta test to occur between May 16th to 31st.

b. Deb created a document for listing all beta testers from each partner entity. FWP and MSWP need to fill out the form.

Outcome: Plan is determined for beta testing roll out

6. Next Meeting
    a. Does group need to meet sooner than next scheduled meeting **May 26th**? Meet May 12th for an hour between 9 and 10. May 26th meeting cancelled and group will meet again on June 23th
    b. What does the group want to accomplish at the **next** meeting? Review and digest beta testing feedback
    c. What is the group's homework between now and **next** meeting? Will that be accomplished individually, in small groups, or some other way?
    Deb- cleaning up NACD document, Bryan and Adam will review and make sure that everything they want are captured in tool and MDL document. Update timeline document. Finalize tool description document.
    Andrew- Checking one reference, he and Adam and have meeting to discuss final comments on MDL document, adding appendices and naming conventions by next Tuesday. Add a title page, logos, and introduction to the MDL.
    Everyone – Review and complete final edits and revisions to all documents. All documents need to be finalized to roll out with beta testing – should be ready for May 12th meeting.

Outcome: Agree on next steps and agenda for next meeting

7. Close by 1:00 pm