

HLPO Suite Steering Committee

Conference Call meeting Notes

June 9, 2016 2pm

Present: Ian Parfitt, Julie Castonguay, Ian Wiles, Loreen Hodgkinson, Kathy Howard, Peter Lewis, Randy Waterous, Tim Davis, Beth McLeod, Ron Ozanne,
Chair; Julie Castonguay
Scribe: Kathy Howard

Proposed agenda:

1. Approve minutes from April 14 meeting (attached below and thank you Kailee)
Minutes adopted
2. Review Boundary UWR status-ready to be live and out of BETA mode?
ACTION: Ian Dennis needs to check how whether Ownership and Non-Productive was included in the Net Area, Open Forest and Open Range (According to the GAR order: Gross Area less Open Forest less Open Range = Net Area). This to be confirmed with Randy Waterous, Peter Lewis, Mike Knapik/Tim Davis.
3. Continue discussion regarding the West Kootenay UWR reporting excluding THLB – is it needed, the reason why it is no longer reported on, feasibility/cost to track in the suite, grey out THLB for now????
ACTION: Ian Parfitt to check whether Operability layer was incorporated in the dataset. If not, how costly to add it in.
ACTION: Ian Dennis to update all reports (all UWR and Biodiversity reports) to Operable and Inoperable versus (Inop, OpNC, THLB) for all reports)
4. Status of developing a ArcGIS help screen shot for suite users
No progress.
5. Feasibility of off site storage of the reporting suite
ACTION: revisit when HLPO suite is fully functional
6. Suite users issue(s) discussion (no new issue reported lately)
ISSUE: N525 ICHMw2 – missing mature – 1 area. It is believed that this is related to the missing THLB information, will wait until ACTION items in #3 are done.
7. VRI and depletion update status and Suite update status
ISSUE: VRI 2016 not available yet

8. Subscription of new subscriber update (potential new: Cooper Creek, Huscroft, Vaagen and Galloway)

No progress, Fall work.

9. Financial report

ACTION: Ian Parfitt:

- a) Provide a cost estimate to get Boundary UWR out of BETA mode and to get the Reports fixed as per this meeting's discussions.
- b) How much will it cost to do the update once the VRI is available.
- c) Prior to budget overruns, the committee is asked to be notified.

ACTION: Group to revisit this Fall whether we should change our update schedule to January (regardless of VRI status), June or ??

10. Approve Roles and Responsibilities final doc

ACTION: Ian Parfitt to send the final Roles & Responsibilities for review and approval on next call.

11. Status of uploading all the HLPO meeting minutes to the suite web site

ACTION: Group to check if you have any minutes prior to Dec 14, 2014, if so send to Julie

ACTION: Julie to send the package of minutes to Ian Parfitt in one batch prior to the next meeting.

12. Next meeting/Scribe: Thursday, July 7 – 9:30 am; Scribe: Frances Swan/Beth McLeod.