

Minutes – Update Task Team Meeting

Date: January 16, 2003

Location: Richmond Room 286, Best Western Inn, 7551 Westminster Hwy.

Participants: (full attendance)

Rick Baker,	MSRM, TIB	Kamloops
Steve Thorpe for Bill Wade,	Canfor,	Prince George
Dan Battistella,	Weyco,	Kamloops
Dave Byng,	Western Forest Products,	Vancouver
Eric Fisher,	MSRM, TIB	Victoria
Chris Fletcher,	MoF, FPB	Victoria EX
Marc Rousseau, E	MSRM, TIB	Ft St John
Tim Salkeld,	MSRM, TIB	Victoria
John Wakelin, G	MSRM, TIB	Victoria
Doug Say, M	MSRM, IMB	Victoria
Brian Howden,	MoF, IMG	Victoria
Ross Porcheron, ,	MSRM	Kamloops
Len Leroux for Gene MacInnes	MoF	Chilliwack
Dennis Singer	MoF, Ops Mgr., BCTS	Burns Lake
Don Gosnel	MSRM, TIB	Victoria

Agenda

8:30	Introductions - Gosnell, Singer, Leroux, Thorpe	Baker
	Rumour check	
	Communications issues	
	Review minutes	
9:30	Update of Emerging issues/ Need for Update	Gosnell
10:00	Finalize Terms of Reference and signoff	all
	Coffee Break	
10:20	Current Status	Baker
10:30	Desired Future Outcome (come prepared to discuss your perspective) <ul style="list-style-type: none"> • MOF • SRM • Industry 	
	Lunch	
12:30	Report format	Baker
1:00	Sub-teams	Baker
2:00	Tools and linkages	Howden
3:30	Summary & wrap-up <ul style="list-style-type: none"> • Tasks • Additional information needs • Parking lot • Next steps 	Baker

Introductions:

Rick Baker introduced Don Gosnell, Director Terrestrial Information Branch and Dennis Singer, LIM Ops Manager Morice District representing interests of BC Timber Sales, Len Leroux on behalf of Gene MacInnes, Chilliwack District and Steve Thorpe on behalf of Bill Wade, Canfor.

Rumour Check:

Where are Forest Stewardship / DFAM at? What is RESULTS looking for?

Discussion:

What is driving the process? Business needs are one driver but we need to also be cognisant of costs (there are no new dollars). We need to have some feedback on RESULTS

- **Action:** Rick - talk to Ralph Winter, Forest Practices Branch about attending the next session.
- **Done: Ralph or someone from his shop will be at the next meeting**

There is not a lot of information circulating on Forest Stewardship and DFAM.

- **Action:** Dave Byng as co-chair of that group can keep us informed of any developments.

During our deliberations and report development we should consider the development of Partnerships, Scenario development – risks associated with each.

Communication:

Set up public website for general information.

Action: Tim to request MOF make their government internal site public.

On a related issue Terrestrial Information Branch has agreed to put the Task Team Terms of Reference and minutes up on their Internet site

Review Previous Minutes Action Items:

Action: Rick to send Brian Howden the URL to the Forest Stewardship Committee (SIR) website.

Done.

Action: Rick to add MOF Ops Div reps to task team.

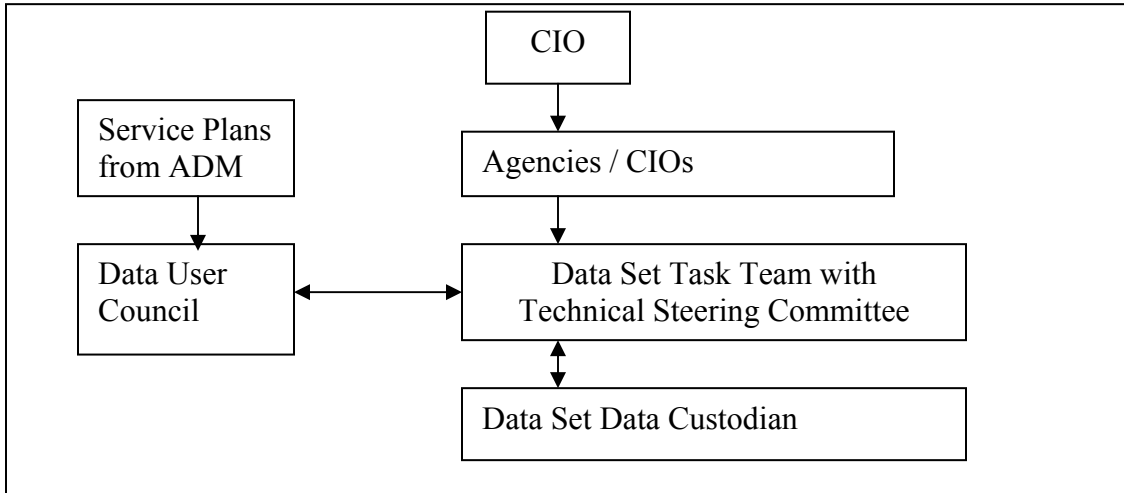
Done. (Field Services and BCTS added to group)

Update of Emerging Issues / Need for Update – D. Gosnell:

We have to build the business process to meet business needs. We need to define the business drivers and business needs. Once this is completed we can move on to developing a set of scenarios that deliver the services to meet the needs. We need to provide options with associated risks and sell the importance of this area of the business. Historically we haven't been disciplined around governance for communications on Information Management.

There may be access to FIA if there is a demonstrated business case.

The following high level governance model was suggested by Gary Cooney and may give some context to the discussions on where the task team sits with regard to the overall process of data management.–



In this example, the Vegetation Update Task Force would have representation on both the Data Users Group and Data Set Task Team.

Update of Emerging Issues / Need for Update – D. Gosnell: cont'd

At this point the entire group participated in an open discussion:

- Licensees expressed concerns that operations would have to change their business to meet the needs of IDW and the possibility of additional costs.
- We need to come to grips with what is collected and when – man made versus natural.
- Current experienced costs range from \$0.05 - \$0.10/M3.
- Industry wants to report only once to government. To this end the RESULTS process may meet our needs. The concern was that RESULTS only addresses the changes initiated by a forest tenure holder.
 - RESULTS attributes and tables are similar to past processes.
 - Spatial component is viewed as a risk and needs a comfort level established.
- We need to identify who else depletes/changes veg. cover and what responsibilities do they have? (i.e. Oil & Gas tenure holders)

The table below was put forward as a hypothetical perspective for Vegetative Disturbances for discussion only.

Standards

	Harvested	Managed	Natural
Source	Results	Results	Protection, Forest Health., other
Spatial	+/-20m	+/-20m	+/-20m
Boundary	Silviculture Unit	Silviculture Unit	outline
Business Need	depletion >1ha, FG	Attributes	Spatial + Attributes
Update Cycle	2 yr	4 yr	2 yr, TSR / Public

Question: When is MOF (RESULTS) going to open discussions with licensees regarding the new requirement for a spatial component?

Action: Don Gosnel to approach FPB (Ralph) regarding the partnership with RESULTS. Don will discuss what if any support this group or Terrestrial Information Branch needs to give RESULTS.

Licensees noted that they require timely access to the data after they have submitted the information. This leads into the need to discuss how licensees will be able to access data once the information is submitted and entered into the data base.

We need to identify the Business Drivers that support the client needs. A matrix might be useful for review of needs –

Example:

Bus. Driver	Info User	Currency	Spatial	Accuracy	Attribute
Legislation					
TSR					
Chief Forester					

Action: Len to develop Business Driver matrix for inclusion into the minutes.

Done: this document is attached to these minutes. The task team is to review this document for completeness and forward their information to Len before February 4, 2003. Len will assimilate and consolidate into major business areas and forward the revised document to the team for discussion at the February 12, 2003 meeting. Please look at the column on ‘currency as we believe this is as critical to the discussion.

While you are reviewing the business drivers/needs list think about how we can consolidate to business areas while considering –

- What do we want to ask about the attributes?
- Which attributes? (What attributes does RESULTS deliver?)
- If anything is cut what are the implications/impacts?

We wanted some feedback or discussion about what part of the Business needs does RESULTS solve? What does RESULTS not answer and how important is it?

One of the bigger unknowns was what/who will deal with the Backlog of information building up in the districts for the changes and what makes up the Backlog?

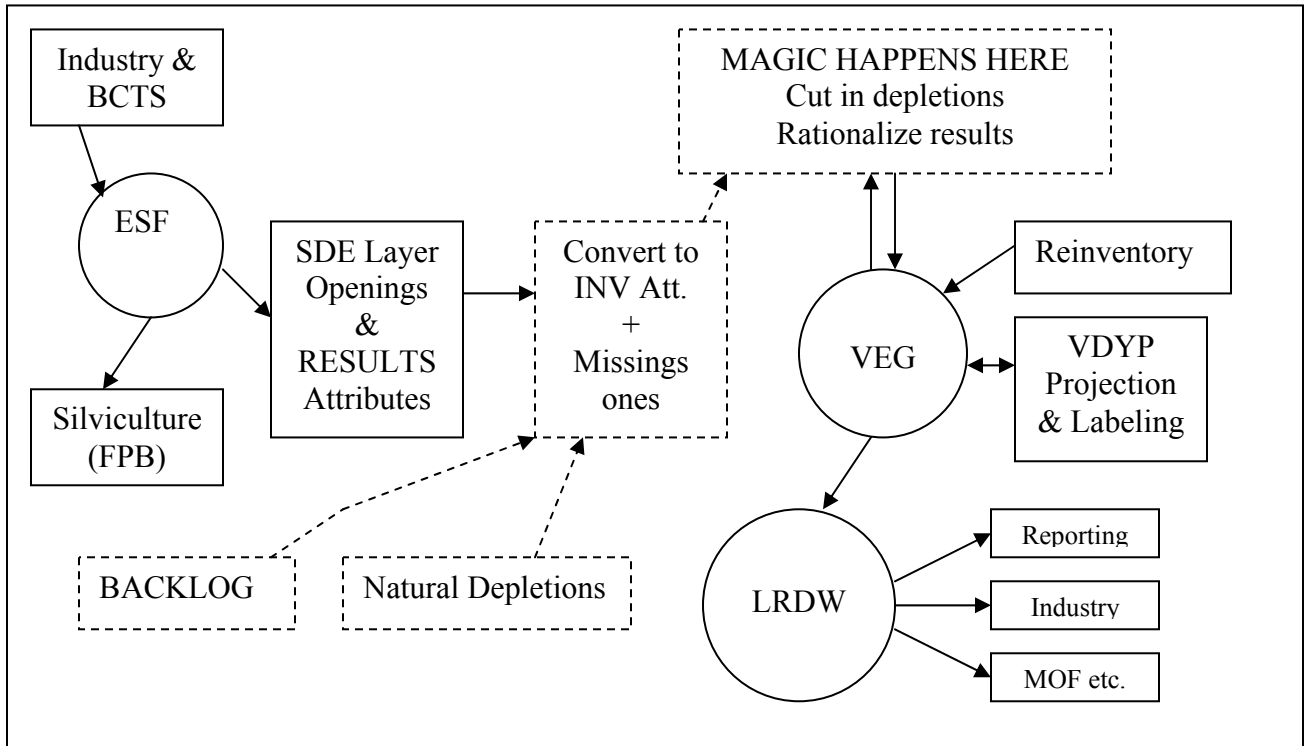
Action: Rick and Linda will canvass districts to scope out backlog; What is it? Paper or e-version? Natural or free growing? Where? How much? The results of the survey will be circulated the week of February 3, 2003 for review. The task team is expected to be prepared to discuss the results of the survey at the next meeting.

Action: Tim will sample data base to check size/scope definitions of man-caused depletions versus natural depletions. Dave B. and Tim will develop, analyse and provide a provide gap analysis of the man-caused versus natural depletions by the week of February 3, 2003.

Action: Tim and Marc will work with Agathe Bernard, Kispiox to scope out natural disturbances including seismic, OGC. Information from this work will be sent to the task team by February 5, 2003.

Tools and Linkages – B. Howden:

Brian outlined process flow from data capture to reporting out.



We need to outline a business case analysis for this process.

Action: Doug and Brian will work with Ross and Don Rosen to perform business case analysis for the wiring diagram, particularly the Magic Happens Here box. This will be done for the next meeting.

Action: Doug to create power point of above diagram.

Done: A separate word document is attached to these minutes with a refined wiring diagram and associated descriptive text. Task team to review and send Doug any comments for discussion at the next meeting.

Action: Rick will start the outline for the Update Task Team Report.

Note: Due to the tight timelines it is requested that all action items be dealt with in the next two weeks and forwarded to Rick / Eric for collating and distribution to team.

Action: Eric will arrange meeting rooms for Feb. 12 and Mar. 12 meetings.

Feb. 12, 2003 meeting will be at the Hilton – Vancouver Airport

Location: 5911 Minoru Boulevard

Richmond, BC

Mar. 12, 2003 meeting will be at the Hilton – Vancouver Airport

Location: 5911 Minoru Boulevard

Richmond, BC

Meeting Times: 08:00 – 16:00 You will be advised closer to the meeting date if there is a change in the start and / or end time for these meetings.

Meeting Room: Will be announced later. It will be in the Hilton – Vancouver Airport but confirmation of exact meeting room is still being negotiated.

Note: March meeting may become a 2 day event. This will be discussed at our Feb. 12th meeting. Eric will make changes as required.