

Coastal-Marine Framework Implementation Team

CHARTER

June 2012

Purpose

This charter defines the mission, objectives, and organization of the Coastal-Marine Framework Implementation Team (FIT) and its relationship to Framework Implementation in Oregon and the Oregon Geographic Information Council (OGIC).

Mission

The mission of the Coastal-Marine FIT is to foster and support a community of producers and users of Oregon coastal and marine data to proactively address emerging data needs.

Coastal-Marine FIT Objectives

- To identify the geospatial and temporal data needed to support sustainable stewardship of statewide marine, coastal and estuarine environments
- To develop strategies to address gaps in data availability, and improve access to best available and authoritative data.
- To provide a mechanism for the cataloguing, evaluation and recognition of best available and authoritative datasets with known accuracy and completeness.
- To better connect original producers of coastal and marine data with the existing Oregon framework community, and to endeavor to develop, implement and revise stewardship commitments and procedures for critical coastal and marine data for which no existing stewardship arrangements exist.
- In collaboration with the Regional Data Framework Action Coordination Team (RDF ACT) of the West Coast Governors Alliance (WCGA), to interact and coordinate with Federal, State, Local, Tribal, academic and private partners on geospatial information development, storage, access and utilization to support priority thematic data areas identified by West Coast ACTs.
- To recommend the adoption or adaptation of existing standardized data formats and best practice mapping products, and/or develop standards and best practices for use by Oregon's Coastal-Marine data community.

Coastal-Marine FIT Organization

- The Coastal-Marine FIT is one of 16 State FITs currently established. FITs are typically organized thematically around like groupings of spatial data. The 15 other FITs are Administrative Boundaries, Bioscience, Cadastral, Climate, Elevation, Geoscience, Geodetic Control, Hazards, Land Use / Land Cover, Hydrography, Imagery, Preparedness, Reference, Transportation and Utilities.

- FIT membership is voluntary and is open to all levels of government, industry, academia and the private sector. OGIC members are encouraged to promote Coastal-Marine FIT involvement from within their organizations.
- The Coastal-Marine FIT Lead shall be proposed by consensus of the group and/or the Oregon FIT coordinator and subsequently endorsed by OGIC for a three year term. Prior to the end of this term Coastal-Marine FIT members shall review the Lead position and propose either renewal or change to OGIC.
- Workgroups will be created and projects initiated as necessary to meet Coastal-Marine FIT objectives at the direction of the Coastal-Marine FIT Lead or Oregon FIT Coordinator.
- The responsibilities of the Coastal-Marine FIT Lead shall include:
 - Preparation and distribution of meeting agendas, including locations and times (in cooperation with Oregon FIT coordinator)
 - Chair Coastal-Marine FIT meetings and preside over decision making processes
 - Appoint and monitor workgroup activities (in cooperation with Oregon FIT coordinator).
 - Ensure that meeting minutes are accurate and publicly available (in cooperation with Oregon FIT coordinator)
 - Ensure progress toward accomplishing the mission and objectives of the Coastal-Marine FIT.
- Charter establishment and revisions, including Coastal-Marine FIT Leadership must be approved by the OGIC. A minimum of one month's notice is required for revisions to the charter.

Coastal-Marine FIT Meetings

- A minimum of two Coastal-Marine FIT meetings shall be convened each calendar year. The occurrence of these meetings shall be coordinated with the Oregon FIT coordinator to avoid other FIT meeting overlaps.
- The Coastal-Marine FIT Lead will be responsible for updating the roster of participants as needed.
- Coastal-Marine FIT meetings shall be guided by consensus rule of those attending the meeting. Decisions that do not have a consensus may be tabled until the next meeting. The FIT Chair is the final arbiter if consensus cannot be reached in an appropriate amount of time.
- Coastal-Marine FIT meeting minutes shall be recorded by a volunteer selected prior to the beginning of each meeting. These minutes and all other documents related to the Coastal-Marine FIT shall be archived and available at the GEO web page, the Oregon Coastal Marine Data Network home page, or via GovSpace.