MEIP WG
Actions from Meeting 1

1.1   Opening Remarks by Chair
Chair thanked attendees for the commitment to this new MACHC working group. The importance of the MEIP as a wider supporting tool was highlighted, as was the need to adhere to International standards on SDI.

1.2   Brief introductions from around the table

1.3   Developing Terms of Reference and Rules of Procedure
1.3.1   Participants to review Terms of Reference and Rules of Procedure. Comments to be returned to Secretary by 31st January.
Post meeting note: Deadline extended to 3rd Feb

1.3.2   Participants to review the web database produced by Suriname at the following link: www.swris.org. Feedback prior to next meeting to secretary.

1.3.3   USA to gather available data which they hold and make available to the chair.

1.3.4   Chair to approach ECC WG to gain permission to use the layers which they have in the MEIP database.

1.3.5   UK to put a model database together for presentation to the members at a margins meeting at the IHC Conference – 23-27 Apr 2012

1.3.6   MEIP Members to look at the list of proposed layers below and ask which are suitable for the audience (e.g. World Bank for funding) and give each a priority with 1 for the highest.

Responses to be submitted to the secretary at least 4 working days before the next MEIP WG meeting.

1.3.7   Chair to make contact with funding agencies regarding the criteria to be evidenced by the spatial data infrastructure when submitting a bid for funding.

1.4   Any other business
1.4.1   Jane Jones and USA, Leland Snyder to liaise to organize a different conference line.
1.4.2   IHO Sec proposed MACHC members extraordinary meeting during margins of IHC Conference - Nigel Sutton to propose meeting to MACHC chair

1.5   Date of Next Meeting

1.5.1   23rd February 10:00EST / 15:00 GMT