To: Jennie Stapp

From: Allan Cox

Subject: FY15 MTNHP Work Plan

Date: July 14, 2014

Attached is the Scope of Work (SOW) for the Montana Natural Heritage Program (MTNHP) per the contract between the Montana State Library and the University of Montana for FY14-15. This SOW constitutes the annual work plan for the MTNHP. July 2014 marks the half-way point in the current contract, so some tasks are completed, some are continuing and some will be conducted in FY15. Some highlights of tasks and services for FY15 are outlined below.

• All MTNHP programs will continue to respond to the daily requests for species of concern information, wetlands and land cover data, scientific consultation, and provision of other information products and services. The web site will continue to be maintained as the one of the principle methods to discover and retrieve data and information.

• Starting in July 2014, we will convert from BIOTICS 4 (locally hosted on an Oracle server) to BIOTICS 5 (a cloud based installation hosted by NatureServe). BIOTICS is NatureServce's software for managing Species of Concern information—species ranks, occurrences, and descriptive information. It is the system we use to maintain the compatibility of Montana's data with the rest of the Natural Heritage network (per MCA 9-15-302) and enables us to incorporate our state data in the global database maintained by NatureServe.

• FY15 will be the first full year for the new MapViewer web application which was released in June 2014. The new MapViewer incorporates all of the functions from the NH TRACKER (which will be retired in FY15) and a brand new add observation tool.

• Revise the MTNHP web site to conform to the Montana web standard including mobile device compatibility.

• Continue to work with the MSL Digital Library Division staff to effectively cross reference and integrate MTNHP information and data with the MSL catalogue, search methods, and reference services. This work includes finalizing the incorporation of the Montana Field Guide into DiscoverIT.

- MTNHP is currently interviewing for a Botany Program Manager and we anticipate having the position filled in late 1st quarter or early 2nd quarter FY15. With that hire, many of the SOW Botany tasks that have been on hold should see progress.

- Work will continue on the updates to the statewide MSDI Land Cover/Land Use GIS data theme. And production will continue on the interpretation and mapping of wetlands by our Wetlands and Riparian Mapping staff.

- A major effort is currently under way and will continue into FY15 to update Species of Concern (SOC) mapped occurrences. The SOC occurrences are used daily in the geographic review of various projects that MTNHP conducts. Zoology and Information staff will continue to manage and expand the point observation (POD) animal database. POD forms the basis of much of the evaluation of the occurrences for our Species of Concern.

- Participate in a work group with MSL GeoInfo to develop a new workflow for land information data creation, maintenance, and dissemination that includes the land management, conservation easements, public lands and private conservation lands data which are co-maintained by MSL GeoInfo and MTNHP. Initial meetings for this work group have taken place. A new workflow involving shared responsibilities between MTNHP and GeoInfo for the maintenance and dissemination of the land management will be configured and implemented in FY15.