

## Meeting Minutes for July 16, 2015

### There are two purposes to these bi-monthly calls:

1. Provide updates that may affect users
2. Provide a forum for MIP Users to ask questions and raise concerns to their peers as well as address challenges around the work studies

### Updates:

#### MIP Resources

- There are a number of resources on the MIP:
  - Links to Risk MAP Program Content
  - Guidance
  - Training Materials
- MIP Home Page
  - There is a fairly comprehensive list of FEMA tutorials available from the Home Page under the Tips and Tutorials section
  - CDS regularly pastes important updates to the News and Highlights section of the Home Page as well
- Tools & Links Page
  - From the Additional Resources section there are a number of Geospatial Coordination Resources
  - The NFHL Resources section provides information on using the NFHL in Google Earth and taking advantage of NFHL GIS Services
- MIP User Care
  - Access this page by clicking on the “MIP Help?” link on the top of the MIP Header
  - From this page you can easily find out how to get help and access user training and guidance
  - The Access Requests tab give instructions for requesting a new MIP or eLOMA user account
  - The Support Requests tab gives best practices for submitting a help ticket to MIP Help
  - The Training Materials tab is a repository of all MIP related training
  - The Guides & Documentation tab lists available guidance for MIP users
  - The Recent MIP IT Releases list enables users to easily access information on improvements recently made to the MIP by CDS
- Training Materials
  - This page consolidates all training materials available for all applications on the MIP
  - It is organized by workflow and by release, so at the bottom of the page you can find training materials for the various releases in chronological order

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- PTS/CERC Transition Service Pack Page - This page, available from the Home Page, MIP User Care page, and Training Materials page, provides critical information on how PTS and CERC should collaborate to make sure the proper user is claiming tasks in the studies workflow
- File Server Re-Architecture
  - This page provides training materials concerning all of the impacts due to the MIP File Server Re-Architecture and Enhanced Search Engine Release
  - Users can view training guides as well as access the Public Access Rules for data uploads
- Guidance
  - This page lists out all available user guidance
  - There is a consolidated list of Guidelines and Standards related resources
  - Users can find the MIP Help Escalation Guide
  - Finally, users can read through the notes from past MIP User Calls
- Help Us Improve
  - Have you found a section of the site that needs improvement?
  - Email [outreach@riskmapcde.com](mailto:outreach@riskmapcde.com) and we will work to make the improvement

### Questions

- **Diana:** Have there been any new updates with MARS? I'm doing the same things I've always done and am getting new error messages
  - **CDS:** Check your version of Java. Any version later than Version 8 Update 11 is not compatible with MARS. The Guidance for compatibility is in the MIP guidance documents tab
- **Scott:** I'm working on some KDP 4 projects in SharePoint and doing a TSDN review. How can I get into those documents?
  - **CDS:** They can be accessed through File Explorer or the Search function. The Search function is under "Tools and Links" tab, you can search by case number or keyword and you can filter your results. The "Data Uploads" tab is only for uploading
- **Scott:** When are these meetings?
  - **CDS:** The third Thursday of every other month