

November 28, 2006

DRAFT MEMORANDUM

TO: Keith Pezzoli, Ph.D.
Superfund Project

FROM: David Cleveland
President

RE: Community Analysis and Mapping Project

The following is a list of recommendations for the next step in implementing the “flag-ship” community mapping project in the identified neighborhoods of San Diego City.

1. Create a project team of both environmental subject matter and software/GIS mapping experts.
2. Engage a software engineer to (a) review historical databases created in 2000; tasks should include: (1) a final cleaning and consolidation of existing 160+ variables into a single relational database then trim the database to those variable we wish to use in the upcoming project; (2) with this data create a online mapping service that can be branded specifically for this project; (3) enrich the newly created database with new variables chosen by the project team; (4) load new custom database into the field mapping equipment and test.
3. Hire and train field mapping team to use handheld computers and GPS/GIS mapping equipment and software.
4. Determine best method for retrieving field data on a daily bases.
5. Launch the field mapping effort.
6. Field data should be gathered daily. It should be reviewed and cleaned prior to integrating into the master database. Frequent in-house review will increase quality assurance of data accuracy (e.g. did the Field Mappers miss a street...)
7. The project subject matter experts should begin an analysis of the master database before new field data begins to arrive from the field. This will give the experts the ability to understanding the existing built community infrastructure and draft possible research questions and methods.
8. Subject matter research experts should spend time in the field visiting the neighborhoods identified for study.
9. The subject matter research experts can build a working relationship with community groups who will benefit from the project.

10. It is suggested that community residents and NGO's be included on the project team, and hire field Mappers from the local community
11. Work with community groups to use findings, and web mapping service.