NZMGI Steering Group - Meeting 13

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| Meeting date | 2/02/2023 |
| Time | 10am-11am |
| Venue | MS Teams Conference Call |
| Attendees | Bonita Gestro (MNZ), Aaron Napier (MFE), Enrique Pardo (DOC), Miles Dunkin (MBIE) Mike Williams (NIWA), Robin Kuhn (NZDF), Jochen Schmidt (NIWA), Dr Jess Hillman (GNS), Ryan Hughes (MPI), Brad Cooper (LINZ), Rachel Gabara (LINZ, Chair), Jessica Lett (LINZ, minutes) |
| Apologies | Jenny Black (GNS), Oliver Wade (Marlborough District Council – Local Gvt Rep), Stephen Hunt (Waikato Regional Council – Local Gvt Rep),  |

Discussion items

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|  | Description |
|  | Purpose of meeting to discuss agenda for NZMGI/WG meeting |
| 1 | Run down of numbers for in person attendance* Currently 33 Accepted and 8 Tentative in person
* Remaining are virtual attendees
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| 2 | Initial thoughts on DRAFT agenda * Discussion of Overview of 10 min for Steering Group. (Jochen)
* Miles and Enrique and Rachel – to discuss extra Doc part after Terra Moana in Agenda if time allows?
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| 3 | Time pressures * Say ahead of time that the agenda is pressured for time.
* Options to give feedback to speaker directly.
* Can write questions as you go and send through.
* If there is time can have Q/A session at the time.
* SLIDO – App would prefer. Miles and others have access to SLIDO
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| 4 | Catering – Discussed sharing costs among Steering Group organisations. Further discussion required.  |
| 5 | Breakout groups * Can use PowerPoint to write ideas and send through/ share.
* Each breakout group have a SG member chairing/leading discussion.
* Session 1 of Breakout: MBIE
* Session 2 of Breakout: MPI
* Wrap up: GNS/LINZ
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| 6 | Covid precautions * Decision to go with GNS site health and safety policies.
* Final agenda will include COVID considerations + links for people coming
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Current Actions

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|  | **What** | **Who** | **When** | **Status** |
| 13.1  | Discuss and decide on technology options for feedback from meeting attendees. | Ryan and Miles  | Before 9 Feb  | OPEN  |
| 13.2 | Agree Best presentation options for 10min slot currently given to MBIE (should time be shared or not)  | Enrique and Miles  | Before 9 Feb  | OPEN  |
| 13.3 | LINZ to complete draft and circulate final agenda for annual meeting | Rachel (LINZ) | Before 13th Feb  | OPEN  |
| 12.4 | Identify opportunities for further Māori involvement and contribution to the SG | All | On-going | OPEN |
| 12.5 | Share HYPLAN Storymap with Jenny (GNS) for user testing | Brad (LINZ) | On-hold | OPEN |
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