



MSGIC Executive Committee Meeting Minutes

February 12, 2014

9:00 a.m. – 12p.m.

Anne Arundel County Government, Heritage Complex (Annapolis, MD)

Attendees:

Mark Helmken, CGIS (Chair)

Julia Fischer, DoIT (Chair-Elect)

Theresa Martin, City of Laurel (Secretary)

Michael Scott, Salisbury University/ESRGC (Grant Development Subcommittee Chair)

Lauren McDermott, Salisbury University/ESRGC (Education Subcommittee Chair)

Mara Kaminowitz, BMC (Regional Caucus Chair)

Matt Webb, Anne Arundel County (Local Government Caucus Chair)

Erin Lesh, SHA (State Government Caucus Chair)

Roger Barlow, USGS (Federal Government Caucus Chair)

Marshall Stevenson, WBCM (Private Industry Caucus Chair)

Patrick McLoughlin, Spatial Systems Associates, Inc.

Barney Krucoff, DoIT (GIO)

TJ Frazier, Maryland Survey Society

Ben Degenhard, City of Laurel

On Phone Attendees:

Doug Reedy, Frederick County Government (Treasurer)

Jim Cannistra, MDP (Past-Chair)

Scott Jeffrey, CCBC (Education Caucus Chair)

Lauren McDermott, Salisbury University/ESRGC (Education Subcommittee Chair)

Ashley Buzzeo, CGIS (Outreach Subcommittee Chair)

Open Meeting & Announcements – *Mark Helmken*

- Approval of January Minutes

MSGIC Quarterly Meeting (s) – *Julia Fischer*

Spring Quarterly

- Should be April 16th which is right between Easter & Passover
- Recommend moving to the 23rd
- Looking at locations used previously on the Eastern Shore
- Easton PSAP has a nice facility, Previously met in Denton at their Emergency Management facility but that was a long drive, Salisbury University also a long drive, Washington College, Environmental Center off of Oxford had limited parking, Chesapeake Community College – had a great turn out at the location last year.
- Will start with Chesapeake College.
- Working on speakers and breakfast sponsor

Action Item: Put on website meeting will be on the 23rd.

Action Item: Mike Scott or Mark Helmken have contact info if needed for locations on the Eastern Shore.

MSGIC Treasurer – *Doug Reedy*

Financial recap

- Deposits: \$50 in checking account deposits and \$48.25 PayPal deposit (individual membership)
- Expenses (3) paid out: \$84 Coppin parking, and \$250 TUGIS non-profit booth fee, and \$1,000 breakfast co-sponsorship.
- Finally got the BMC sponsorship payment squared away (The \$700 payment shown on PayPal).
- Balance: As of yesterday, the available balance was \$8,147.51 and will be \$9,634.38 after pending PayPal transfer of \$1,036.87 plus checking acct deposits of \$450.
- Current PayPal balance is 0.
- Membership/Sponsorship Transactions (PayPal): Membership Activity – 3 individual, 2 student, 1 Organizational Tier 1 (WBCM), & BMC sponsorship,
- Processing three others that came through the mail.
- Website will not automatically update those who go through PayPal.
- Need to let Michael Scott know who then will update their info in the system as paid.
- Doug will attempt to update their status and will get with Mike if he has any issues.

Action Item: Mara to send Julia BMC logo for sponsorship.

Status Non-Profit 501(c) 3 Corporation

Budget - Final draft ?

- Sent out copy last
- Doug was asked to knock down by 3K and was actually knocked down by 5.5K after taking everyone's input
- Mike Scott makes a motion to adopt for 2014, Marshall seconded.
- Budget was approved with vote

Collection of Dues

- Behind schedule with individual dues.
- Have sent out email blasts where it was mentioned with little response.
- Were supposed to go through roster to identify organizations that would be good candidates for sponsorship tiers.

Question: How do we get the attention of individuals?

- Marshall – Suggest one day only discount at the conference to encourage sign-ups.
- Had talked about raffling off a membership to encourage sign-ups that day.
- Those current would get a re-up if they won
- Important to get them signed up initially and then will be able to communicate w/them in the future.
- Less than half of those surveyed attending the conference thus far are a part of MSGIC so could be fertile ground.
- Discussed being ready to accept all forms of payment including paper forms to staple business cards to, and have receipts on hand.

Question: Can we take credit cards there using the PayPal device on a phone?

- Can be done but take a significant hit per transaction, 3.1% plus .30/swipe.
- Issue being no cell service in the building, everyone will be hardwired in.

- May need to direct communications to the county GIS managers encouraging them to get organizational membership.
- Latest membership numbers – 1,018 in mailing list, through organization & individual memberships 161 are covered by some membership level. Of organizational members we have, many of them have not assigned members to their organization.

Question: How many counties have organizational memberships?

- Maybe three?
- Need to target organizations with 3 or more and send to both organizations and GIS managers.

Action Item: Mark Helmken to draft letter(s) today and send out for executive committee to review.

Action Item: Mike to go through list of agencies.

Action Item: Ask Barney to forward that letter to appropriate individuals for state agencies.

Action Item: Need a list for county coordinators.

Action Item: Mike will go through organizational members and reach out to those administrators and encourage them to assign their members to their organizations. Need to send out instructions. In the past have received a list from organizations and we (Mike) assigned these members.

- Next executive meeting the week before TUgis, can decide then after we see what organizational memberships we get from letters.
- Will encourage attendees at TUgis to update their contact info and also to make their contact info visible to other MSGIC members.
- Encourage sign up through PayPal.
- New question arisen that if sponsored breakfast do they get a membership and if so, what level?
 - Consensus to stick with current policy.
 - Breakfast and membership are separate.
- Mike made a request to Tu to change the wording from “create subscription” to “pay dues.”
- Ask for feedback

Question: Are dues lined up with the Calendar year? Anyway to put up on website a reminder that dues are due?

Action Item: Add text on website above Join button that “Dues are Due.”

MSGIC Business – <Chair & Exec Committee>

TUgis 2014 Planning

- Booth / Marketing materials
- Suggest moving QR code up on the display.
- Action Item:** Send out compressed version of booth mock up for comments.
- Mike’s shop will take care of printing and laminating to ensure no inconsistencies with print products.
- Needs about 2 weeks.
- Job Board
 - Will have at our booth so hoping an additional draw
 - Will have a laptop for jobs board
- Sponsors at Booth
 - Have featured Sponsor logo for that block of time
 - Can provide MSGIC sign at Sponsors tables and can include QR Code & info on discounted membership for that day.
- Handouts
 - Documents we typically bring to quarterly

- Suggestion for printing out tri-fold and putting out at sessions but trying to minimize printing and printing costs.
- Business card with all the MSGIC contact info (website, LinkedIn, etc.)
 - Staples - \$100 for 1K (two-sided), need 7 days and high resolution (eps or tiff).
 - “We Want You” add to Maryland flag on the back.
 - Ask Me About MSGIC badges could be worn by executive committee.

Question: Has anyone ever put together an elevator speech for if we are approached as to why they should join?

Action Item: Mark to work on text

- Marketing Subcommittee will have \$250 to work with
- Executive Committee needs to approve content.
- Two internet connections: One dedicated to our booth and one to the job mart.
 - Both Julia and Doug reached out and are awaiting response from TUGis folks.
 - \$120 to buy a hotspot and about \$25/month
- Job Page has been mocked up for the website
 - Plan is for just brief descriptions with links.
 - Broken into jobs and internships.
 - Will need to discuss how to maintain in the future and how searches will work.
 - Active Job Listings we would solicit from active members only for jobs?
 - Solicit from anyone for internships.
 - Would be a good idea to have whomever has a listing that attendees be aware that they are there to be able to make a face to face.

Question: Can we put an asterisk next to those job or internship listers that are in attendance at the conference.

- Can ask when we solicit for listings if they will be attending.

- Ensure Mark mentions internship board during plenary and the job board.
- Question(s):** Can we tag as “New” listings? Is there a plan for organization of the listings?
- This is a part of the governance that will have to be worked through.
 - Could put a date of when the listing was placed.

Question: Is there a plan to have ongoing internships also listed?

- Yes, that’s the plan for the bottom section with links.
- For the Additional Job Sites – Will keep generic and not get into specific companies.

Action Item: Asking all Caucus chairs to send out an inquiry about jobs/internships.

Action Item: Julia to send caucus chairs what information organizations need to include.

Question: Anything we are missing?

- Paid vs Unpaid on internship listings.
- If onsite is necessary.
- Students for example can work out of lab at CCBC under Scott’s supervision for some positions.
- First item to promote MSGIC internship!

Action Item: Julia to add suggestion USA jobs

- Moderators
 - Getting volunteers but need 4 or 5 more.
 - Preliminary schedule out for planning purposes.
- Booth Volunteers

- Need to get schedule out
- Should try to have executive members at the booth throughout the day.

By-Laws

- By-law proposal changes from Data Subcommittee
- Table until next executive meeting since Patrick is out of town

New National Datum

- First meeting January 28th at the RK&K w/ MSS and MSGIC to talk about new national datum.
- An informational meeting (Mark, Julia and Jim) and some of SHA surveyors were in attendance.
- Need to some education ourselves first and then our membership
- David Doyle's (chief geodesist) presentation:
<https://dl.dropboxusercontent.com/u/70366418/MSS%20MSGIC%20MODERNIZATION%20OF%20NSRS.ppt>
- A lot of education needs to go out to the survey community as well - 2022 is the date.
- Positive response that this conversation is happening between GIS and surveyors.
- At Spring quarterly will do an overview.

Action Item: Need to check with David since date has changed but James Shaw had agreed to fill in.

- Idea Mark and James should start writing articles or blogging to their respective groups.
- Need to be aware of National Geodetic Survey will be making reference & educational publications available.

Question: Was one of the possibilities going away with state plane?

- Yes. Discussed adjustment from NAD 83 to the new one will be a minor shift (maybe a few feet).
 - NGS defined all state plane coordinate system. That work is going away as NGS has no need for state plane. Surveyors and most of GIS folks use data projected at NAD83 State Plane coordinate system.
 - Maryland Law references state plane as defined by NGS which would then go away.
- They are moving away from ground based to survey control to satellite and Continuously Operating Reference (CORS) based.
 - No longer will have monuments on the ground instead will be a GPS receiver attached somewhere to at tower or a building.
 - Both communities need to determine how important state plane is important to us and our users.
 - A study should be done to quantify the importance and who are the users of the datum.
 - Moving to an Earth centered to Earth fixed may not make sense to those used to State Plane.
 - How to we transition? What are the economics?
 - In the past never was a concern of the general population but now with the accuracy on phones it may be.
 - GPS providers are they on board, are they aware?
 - Will there be a chip that may be available to give more accuracy?

Question: Is the vertical datum also being changed?

- Yes, 1 - 1.3 meters for Maryland move of the vertical datum.
- Need to come to clear understanding of the "Z" which means something different to surveyors.
 - Part of the education for coastal communities and how to deal with inaccuracies.
 - MD has a legislated standard which will have to be addressed with the new datum.
 - Our joining group will be a good driver for this legislation.

- Good for group to identify key issues and put out some education.
- Mark will get with James to identify what our next steps should be.
- 3 Presentations at TUgis that are kind of oriented around datum issues and new datum.
- Will be formalizing a working group in the coming months.
- FEMA and state DOT will be significant players as well.

Action Item: Mark will forward an article from David Doyle about “What Z really means.”

Question: Is this info on our website?

- Jim and Mark are starting to put together info for blog post. Asked for it in a months’ time.

GIO Briefing – *Barney Krucoff*

- Executive Meeting on the 21st
 - Joint meeting between iMAP Executive Committee and Open Data Working group.
 - OPW is within the StateStat office that manages Socrata.
 - Open Data initiative that is nonspatial data oriented although it will accept spatial data.
 - Continue conversation about how groups parallel and how to ensure data can be easily shared.
 - Sharing resources of software and data up and down the chain.
 - Amongst all members and partnering specifically with locals.
 - Senator Ferguson will be talking about his bill about shift with open data in the state.
 - Move to try to change how data can currently be sold.
 - Still pushing to remove charges for property view.
 - Did make it into the governor’s budget.
 - Should get updates on that at the meeting.
 - Another bill submitted to the house yesterday
 - Basically exact same bill as Ferguson, Montgomery Co was the main sponsor of that
 - Senator Ferguson was on NPR this morning with Sheila Cast discussing the legislation.

Caucus – GIS Coordination Efforts and Local User Group meetings

- Local Government Updates – *Matt Webb*
 - Have not sent out email but will be and will include request for internship info.
- Regional Government Updates – *Mara Kaminowitz*
 - Sent out survey and got 16 respondents from all parts of the state, mostly local government, not much NPO’s response.
 - Top activities of interest: keeping informed on regional and state issues, collaborating on GIS projects, keeping informed on what other regional groups are doing, share their projects, networking, education/training, working with other MSGIC caucuses.
 - Most respondents said they would attend via teleconference and some said in person.
 - Received suggestions on goals and mission statement which will be working on incorporating and discussing at the next meeting in March.
- State Government Updates – *Erin Lesh*
 - Finding that everything at the state level filters through the iMAP tech committee that MSGIC might be interested in.
 - Have gone back and forth in the past having iMAP tech update at MSGIC.
 - Kind of synonymous with state caucus.
 - Those attending iMAP tech committee are the ones that are most likely to send info
 - Hearing what DoIT will be putting out an RFP for data monitoring. Analytics to find out when something is down so they can fix them.
 - Good to have a way to know what is going on the state level and other agencies to reduce duplicative efforts.

Question: Is there a way to link this info back and forth w/iMAP page?

- Data tab currently links back to iMAP.
- Good time since Portal is being redesigned so will be highlighting all these key initiatives.
- “Projects” tab may be a way to link to iMAP

- Better coordination & collaboration between the Caucuses is needed.
- iMAP doing a good job highlighting themes of statewide datasets would be good to show benefits across caucus levels.
- Projects Tab is out of date and should have put the more recent imagery work up there.
- On the iMAP side they try to lay out information and be less anecdotal.
- MSGIC page may be a place for more discussion and could link to iMAP for the nuts and bolts.
- Julia can send out all the areas they are looking to cover including regional and outside of Maryland initiatives that are important.
- Julia submitted a panel on iMAP 2.0 that covers most of this.
- Maybe change project tab to “Initiatives” which would cover topics like the datum changes.
- Migrated website over as is and plan was to then work on updating and content.

Action Item: Caucus chairs to work on this and come back to group on ideas for repurposing this area.

Question: One of the ongoing tasks that MSGIC needs to address consistently.

Is there someone who updates the website regularly?

- A good way to drive people to our organization is to have an updated and information rich website.

Question: Is it possible to make different sections editable by different folks?

- Have run into problems updated site where it slowed it down drastically. May be best to have these folks work on their content which tends to take up the most time and forward it on.

- Concern about our intern being assigned tasks that are more administrative and not GIS. Can open up to IT departments.
 - Internship would open them up to a great number of GIS professionals.
 - Important that the intern has the skills we need and the position will have what they want to get out of it.
 - Suggest on the website putting a number of how many GIS professionals are in Maryland.
- Action Item:** Mike, Scott, Erin and Patrick M. to work on internship position description and how we think this process will work.

- Need to address the vehicle to how they will be paid.
- Recommend they come on as a consultant or if they are working through a university then they get paid by the University and we pay the University.
- University could vet the persons being concerned and make the payment process less complicated.
- Need to work out the supervision as well.

Action Item: Patrick M. and Erin send Scott an email subject line “MSGIC Internship” since falls under Education Caucus subcommittee, and he will start the effort going.

- Education Updates – *Scott Jeffrey*
 - Following in Lauren’s footsteps who has taken the lead on some of that.
- Private Industry Updates – *Marshall Stevenson*
- Federal Updates – Roger Barlow
 - TUgis Federal Panel: Cynthia McCoy, FEMA Region III – HAZUS; Gretta Luedeky, USDA

Farm Services Agency - Farm Services Tools; Michelle Guck, USDA - Natural Resources Conservation tools; Kevin Holmes, Census & Roger Barlow; USGS – Elevation & Hydrography.

Data Resources Subcommittee – *Patrick Callahan*

- LiDAR – *Roger Barlow*
 - Elevation subcommittee request given the green light.
 - Have had discussions with Frank Siano on coast and LiDAR status and Woolpert who is moving resources up this way.
 - Storm Surge Data- USACE and NOAA released revised storm surge models and procedures.
 - Search on NOAA and Storm Surge to get more info.

Action Item: Roger to forward document previously sent out to select folks on LiDAR. Digital Elevation Program fact sheet for Maryland. Refers to use cases that Dewberry and USGS pulled together to justify additional funding. President’s budget recommended 3 to 4 times the regular budget and got zero.

 - Dorchester County - no new news. Were ready to start collecting. Do not believe there has been any progress.
- Statewide Imagery – *Jim Cannistra*
 - Closed out Eastern Shore.
 - Kickoff meeting tomorrow likely rescheduled.
 - Will do a conference call webex and can do a follow up meeting if needed.

Education Subcommittee – *Lauren McDermott*

- Meeting scheduled previously was cancelled due to snow.

Grant Development Subcommittee – *Michael Scott*

Nothing to report.

Outreach Subcommittee – *Ashley Buzzeo*

- Have been working on the blog and sent out to several people to start filling out questions for the “On the Map” series.
- Patrick Callahan currently featured and Roger Barlow in queue.
- Put a plea out for content
- Does not need to be a formal write up, should be conversational.

Question: Are we at a point where we can reach out to regional groups on projects?

- Sure, great time to start getting content.

Action Item: Mara to reach out and see what she can find out.

Action Item: Caucus chairs to solicit for events in their correspondence

Upcoming Events:

- TriCounty Council GIS Committee Meeting – February 19
- MidShore Regional GIS Committee Meeting – February 26
- TUgis Conference – March 18 (Towson, MD)
- CMUG – March 14th (CCBC, Catonsville)
- Delaware Geographic Committee scheduled for tomorrow but likely cancelled.
- LiDAR mapping forum in Denver Colorado next week.