



## **MSGIC Executive Committee Meeting Minutes**

**November 14, 2012**

**9a.m. – 12p.m.**

**State Highway Administration, 211 Madison Street, Baltimore, MD**

### **Attendees:**

Jim Cannistra, MDP (Chair)

Mark Helmken, CGIS (Chair-Elect)

Julia Fischer, DoIT (Secretary)

Jennifer Chadwick-Moore, Maryland Historical Trust (State Government Caucus Chair)

Sandi Stroud, Baltimore Metropolitan Council (Regional Government Caucus Chair)

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

Marshall Stevenson, KCI Technologies, Inc. (Private Caucus Chair)

Barney Krucoff, DoIT (GIO)

### **On Phone Attendees:**

Doug Reedy, Frederick County Government (Treasurer)

Scott Jeffrey, Community College of Baltimore County (Outreach Subcommittee Chair)

Doug Goldsmith, KCI Technologies, Inc.

Jason Keppler, DoIT

Patrick McLoughlin, Spatial System Associates, Inc.

Michel Sheffer, SHA

Greg Slater, SHA

Ed Starr, Pictometry

### **Open Meeting – Jim Cannistra**

Overview of Agenda

### **Announcements**

- December Executive Committee meeting back at 2664 Riva Road, Heritage Complex, Annapolis, MD
- January Executive Committee meeting by WebEx only

### **GIS Day Activities**

- Conducting today's meeting at SHA to coordinate with the GIS Day activities
- Jim Cannistra to attend and present at the International GIS Day at University of Maryland, College Park
- CGIS hosting 60 middle school students to participate in GIS activities and exercises
- MEMA GIS Day has been postponed until mid-December
  - Exact date to be shared/messaged, once available

MSGIC Welcome Packet

- Previously sent out for review by the Executive Committee
  - Feedback came back to add a list of additional events and organizations and how individuals can get more directly involved in GIS, in their immediate area
- Welcome packets were sent out to all non-members who attended the Fall MSGIC Quarterly Meeting
- Do not anticipate putting this information on the website
  - Want to allow for more personal outreach to all guests of the MSGIC meetings
  - In the future, this might change and the information might be posted on the website
- Welcome packet available to anyone who wants to distribute as a good introduction to MSGIC and a way to get more people to join the organization

#### GIS Inventory – 3 Week Challenge

- CGIS is leading this project effort (Ashley Buzzeo is lead contact)
- Announcement soliciting participation has already gone out
  - This particular announcement is targeting those who have data, but haven't participated in the past

**Question:** Are webinars being conducted related to this effort?

- Webinars are part of the CAP Grant requirements which are mixed with these specific efforts
- Seeking MSGIC support to get as much as possible accomplished during the project period
- For those who have provided data in the past, it is requested that updates and accuracy checks are conducted
- Might want to consider sending out the announcement to the consolidated list of GIS contacts rather than the entire MSGIC list
  - Consolidated list consists of County Coordinators and some other targeted individuals
  - List can be obtained from Barney Krucoff or Jim Cannistra

#### DNR Natural Resource Mapping Workshops for Plan Maryland

- DNR holding some natural resource mapping workshops along with Plan Maryland efforts
  - First workshop to be held on November 16<sup>th</sup> and continue over the next month
  - Four scheduled workshops statewide
    - Mostly oriented to Planning level individuals
    - Some MDP participants were attending and can provide a recap in the future

#### FGDC 2013 CAP Grants

- Different grant awards range in dollar value from \$10,000 – \$50,000
- Last year Maryland was successful in obtaining 3 grant awards

**Question:** Has anyone made any considerations about submitting for a 2013 award?

- GIO Office most interested in Business Planning
  - Draft a general plan to document what the new office does and how they will work with other groups
  - Replace the Strategic Plan which is currently in place and available on the CGIS website
- CAP Grant #7: new and CGIS will do research to see if this would be of interest to them
- CAP Grant #5: implementation and outreach
  - Scott Jeffrey (CCBC) and CGIS to collaborate on this grant application

- Submissions are due in January 2013
  - Between now and the next Executive Committee meeting members should exchange ideas and make sure that no one is overlapping potential submissions

#### 2012 CAP Grants Status Updates

- CGIS: Cloud analysis
  - Staying with version 10.0
  - In the process of loading AMIs
  - Working with TU Capstone grant students for them to do testing for credit, as part of match
- Status reports are due in the near future, either this month or early December
- MDP: Parcel Data Development/Maintenance Plan
  - Activities completed are:
    - Documentation of existing environment
    - Survey of counties and other state agencies
    - Survey of other non-Maryland state agencies
    - Documenting the funding model
  - Waiting to do requirements workshops until further along the process – anticipate January 2013

#### **GIO Briefing – Barney Krucoff**

##### GIO Office Update

- Developers have been working on migrating existing Flex applications to JavaScript/HTML
  - Available for another 4 ½ months
  - First working with AgPrint
    - First multi-platform MD iMap web application
- Maryland Property View map funding
  - \$300,000 gap needs to be closed between revenue of MDPV and funding to maintain MDPV
  - Working to get this done and as of July next year we could remove the MDPV product as a pay resource
  - Likely trying to keep MD agency pay-in as before, otherwise the gap goes to \$600,000 or \$700,000
  - Another possibility is to get MDP more funding overall
- TUgis2013
  - Continue to work to make it a cheap 1 day event
    - Want to get all state and local governments to attend

##### Hurricane Sandy Emergency Response Activities

- There was an advantage over the Derecho that we knew it was coming and could prepare ahead of time
- Got quite a lot of hits on the server which was hosting the response-related services
- Also got a lot of hits on the MEMA servers which were hosting the webpages of information
  - A lot of hits at the beginning of the storm – 100,000 individual users
  - Trailed off quickly – So what does this mean?
    - We didn't give people what they were looking for or they didn't need the resources for long?
- Was GDX used or not?

- Plan to speak with local governments for feedback concerning this question
- Western Maryland User Group Meeting – Friday, November 16, 2012
  - Presenting this information and ask for feedback
- Sandi Stroud (BMC) working with the Central counties and Lauren McDermott (ESRGC) working with the Eastern Shore counties to obtain feedback
- Communication during the event was still very one sided
  - Sending out emails, but not getting a lot of feedback in return
- Level of pushing out data was elevated compared to previous event
  - This event was considered to have been handled well

**Question:** Are the services staying up for a while?

- Imagery staying up into the foreseeable future
  - Need to discuss with CGIS a more permanent solution for hosting this long-term
- Civil Air Patrol coming from NOAA and we have no control over how long this is available
- All services no longer relevant have already been taken down
- Maryland Historic Trust – using imagery to identify impacted areas which intersect archaeological sites
- Discussion of NCR GDx to expand to include WV, DE and all of MD to make it a larger data sharing opportunity
  - A lot of the data being pushed into the GDx would be available for an extended period of time
  - There is now a greater push to expand beyond the capital area
    - Grant backed project needs a jump start from the inside out
    - This expansion has already been endorsed by GIO Office, but will also need to be embraced by the other counties which aren't currently involved and want to be involved in the future
- Situational Awareness Committee to be formed
  - This will help with improving communications between all of these groups
  - Might want to implement a single sign-on system for secure information
  - GDx is low hanging fruit which will allow for situational awareness to be implemented quickly
    - A lot of hits to the GDx during the Hurricane Sandy response
- Governor's new goals will call out this new committee
  - Also include interests in hub systems, training and exercises on such systems
- Gap analysis meeting occurring next week
  - Might want to send someone from GIO Office
  - Contact Sandi Stroud for more information
- FEMA did a better and clearer job with getting information out during Hurricane Sandy
  - Communication was much better this time
- Feedback: Power Outage Zip Code maps are frustrating when there are large areas of ZIP Codes which are being shown as green and when clicked on, there is only 1 outage in that area

- Smart meters are moving along very quickly with the utility companies
  - There is potential information for getting lists whenever a particular facility goes out
  - There are privacy issues that need to be worked through
  - Utility companies might not see all the potentials yet, but we need to keep working on this
- During next response suggest regular calls with the GIS community
  - Determine if a daily call or more often is needed

#### Census & USPS Address Pilot Update

- Close to hiring addressing coordinator soon, anticipate hiring someone within about a week

#### UMD LiDAR for Forest Canopy (Sigma Space Single Photo LiDAR) – Jim Cannistra

- Awarded a grant from NASA for \$1.5 million to develop forest canopy datasets, both 2D and 3D
- Another part of the grant is to acquire LiDAR for a particular county
  - New LiDAR will be collected using Sigma Space Single Photo LiDAR system
    - NASA development company
    - Single photon gets higher density and fidelity

#### MSGIC Input on Priority LiDAR Acquisition for Pilot

- Up in the air about where they want to do the collection
  - We could make a suggestion, not necessarily going to be followed
  - What would our recommendations be?
    - A border metropolitan county which would allow for covering many different forest cover types
    - Prince George's and Wicomico Counties have been places harder to get LiDAR
    - Howard, Anne Arundel, Calvert Counties were all just collected
    - Baltimore County was last collected in 2006
      - Contains a significant spectrum of forest types, including shoreline which is considered important to include
- Might want to follow up with Doug Adams (Baltimore County) and/or Patrick Callahan (Prince George's County) to discuss their interests and endorsement for selection in this project

**Action Item:** Jim Cannistra will share ideas of Prince George's and Baltimore Counties to UMD

#### SHA – Mike Sheffer

##### Plans for Next Generation HPMS (Highway Performance Monitoring System)

- Map 21 – Appropriations bill offering new funding
  - Tied to geospatial product and “Transportation for the Nation”
  - Little guidance on what is expected outputs has been supplied to date
- Looking internally to how this affects the processes which are already in place
  - Support of local data will need to be considered
  - Already have relationships with most counties
  - Baltimore City is the only one which a new relationship is being determined
- Internally working with Pavement teams to collect visual and attribute characteristics of the roads
  - Combining this new information with existing line work to improve the routes

- Discussion to occur about adding address ranges to the segments
- Requirements
  - Plans submitted by next June
  - Submission by June 2014 of geospatial data
    - Already been submitting local data

**Question:** Are there routable requirements?

- No, but being done internally anyway
- Have most of the information that is needed to make the centerlines routable
  - At least all state roads with impedances being driven and marked (District 2)
  - Image library would be valuable to other organizations
    - Not sure if this can be shared because they are working with a company (RoadWear) which licenses this information
    - Perhaps credentialed, which would allow for sharing with other state agencies
  - Providing something back can be an incentive to get local governments to participate
- Need to determine what the national standards going to be
  - Changed national highway system, now includes arterial classification
  - Makes local system part of the national system
- Challenges and opportunities to coordinate moving forward
  - Some funding opportunities to coordinate these efforts to get something more enhanced and beneficial for both parties at the end of the process
- Might want to consider coming at funding by determining where we want to be as a state from an addressing and centerline stand point and then determine how to find the funding to make these expectations and interests happen
- ASHTO has requested presentations to other partner states concerning how Maryland has accomplished their initiatives
- After actions will say we need to work with the local governments for local road status and a project which is coming in the future
- Need to determine data flows and how technology will work and need to work together to make sure we are all working from the same data source
  - Opens up analytics once data is down to the parcel level
- Operational side
  - ENRICS and CHART and seeing how these support tools can come together

**Question:** When will the work kick in?

- Some of it is because of the 2 year bill
- USDOT and Federal Highway hasn't provided any specifics about this bill yet, could be extended based on Congressional actions
- Maryland is in good shape concerning this bill moving forward
- Want it to be a collaborative effort which reaches many levels
  - Suggest at MSGIC Quarterly, SHA do presentation on what this all means to the locals and other levels of government

## **MSGIC Reorganization as Non-Profit 501(c)3 Corporation – Michael Scott**

- Doug Reedy has done research and wants to propose that the Bank of America account be closed and moved to the Columbia Bank
  - Columbia Bank offers a free checking account, for non-profit organizations
  - Maximum of 200 transactions a month
  - Free on-line banking available
- Suggest renting a safe deposit box to secure the group's valuable documents
- Agree to move account from Bank of America to Columbia Bank
  - Need to obtain a bank check made out to MSGIC, from Bank of America
  - Create an account at Columbia Bank, which doesn't need money in it to be created
  - Deposit Bank of America check into the new account, allows for avoiding the transfer fees
  - Chris Slavin would need to close out the Bank of America account and get check

**Action Item:** Doug Reedy to work directly with Chris Slavin to make this happen

- Need signatures and business documents to open new account
  - Don't need the federal non-profit designation for the account
  - Need Chair, Treasurer and Secretary signatures
    - Also need copy of driver's license, SS number, by-laws and some other documentation

**Action Item:** Doug Reedy to coordinate with Julia Fischer to obtain all documents needed by Columbia Bank to open new account

- Safe Deposit Box
  - Cost is dependent on size
  - Want to find a branch closer to Baltimore or Annapolis to be more central
  - Branch location in Hanover, MD
- Executive Committee approval for establishing dues
  - Revised the proposed membership dues structure to add Tier 3 group for open membership
  - What do we have to do to take this to the membership for approval?
    - Is this done during a membership meeting or by a survey?
- 18 months for the first time fees is agreed
  - Have it take effect in January and the 18 month goes through June 30, 2014
  - Have between January and March of 2013 to sign-up for membership
- Provide time at the next Quarterly to discuss concerns and comments
  - Send out survey after the next quarterly meeting
  - Include a question concerning how will people be paying for this (procurement, self, etc.)
- Sponsorship would be in addition to the membership
  - Can be different combinations of membership, sponsorship of organization and sponsorship of event
- Sponsorship levels don't need to be approved by the membership
- Membership approves membership levels
- Executive Committee responsible for sponsorship structure
- Next Executive Committee meeting work to approve the sponsorship structure

- Flesh out some of the other benefits
- Discuss feedback and other final suggestions
- Perhaps start with one level of sponsorship of the organization and can change in the future
  - Eliminate Mercator level for now and call the single level “Sponsor”
- Question came up concerning federal tax submittal for those organizations providing sponsorship funding
  - Acknowledgement of a letter from the Treasurer to the sponsoring organizations will be provided

**Action Item:** Sandi Stroud to edit sponsorship document

- At next Executive Committee meeting vote on whether the edited document can be agreed upon

**Action Item:** Doug Reedy to follow up on establishing PayPal for accepting dues payments

- Aim to have this set up by the end of December 2012, but end of January 2013 at the latest

#### Mentorship

- Currently focusing on pairing people with organizations they had affiliations with for previous school or work
- Also encouraging to increase participation and awareness of MSGIC, adding new members, through these relationships

#### Local and Regional GIS Coordination Efforts

Local Government Updates – Shawn Wampler

*No updates at this time*

Baltimore Metropolitan Council – Sandi Stroud

- Next Monday and Tuesday – Gap Analysis Workshops – Baltimore UWASI Region
  - Last 9 months they have been conducting a gap analysis with a GIS component
  - Soliciting feedback
  - Disconnect between this group’s GIS and MSGIC and some gaps might not have been identified
  - Would updates and increased reporting from them be beneficial to the MSGIC group?
  - Interested in getting information about the workshop to Barney Krucoff
  - Interested to pitch certain aspects
    - Data sharing component is in there including a discussion about NCR GDX
- In two weeks – Dec 5<sup>th</sup> having BRGSC Committee meeting
  - BGE confirmed attendance
  - 2 hour meeting about Hurricane Sandy and power outage data
  - Discuss the locals to voice the detail of data they need and for BGE to provide some information/discussion about this request
  - Expect to include public safety or public works people to increase participation
- Finishing up procurement of addressing project
  - Still working on negotiation



- Met with Family Network which runs a service called Locate (daycare centers, elementary schools, preschools)
- Met to see if they would be pilot for exchanging data back and forth for mission critical data
  - Receive daily information from licensed centers in the state and go out and collect 200 attributes in addition to the provided information to enhance their system
  - Updated daily
  - Partially funded by the state and geocode monthly
  - Free service of identifying childcare centers for call-ins, this information is also collected as a separate database
- Currently have limited GIS capabilities
  - Trying to determine how to best support the geocoding which this group needs and provide this data with the local organizations
- Community anchor institutions with broadband
  - Would it make sense to include broadband questions which are needed to provide back to the Federal level for broadband funding
  - DLLR is the central nexus for all licensed organizations statewide, authoritative
  - 211 and at University of Maryland Caesar, substance abuse, target audience is parole officers and social workers with information about substance abuse centers and other resources
    - This information is also be collected redundantly
- MSGIC Presentation idea: HSIP Gold
  - How are others using it?, How can this be used? and What value does this data have?

Eastern Shore (Mid-Shore & Tri County Council) – Lauren McDermott

MACO / Ortho Kick-off Meeting

- Ortho kick-off meeting and Hurricane Sandy discussion on the Eastern Shore
  - Trying to coordinate with MACo conference
  - Looks like the only time would be Thursday during lunch and there is a cost to have lunch (\$45), if not attending the conference already
  - Need to have further discussions about this because it is most important that the county representatives are in attendance at this meeting
  - Backup is to have a meeting in Dorchester County with the new coordinator – December 2, 2012
  - Wanted to have the meeting at the MACo conference, so the group can see the action of the meeting
  - How many people would attend a lunch meeting when not already attending the winter MACo conference?
  - Not many Council participants usually attend the Winter MACo conference

New Dorchester County GIS Manager – Trevor Bozarth

MWCoG – Charlene Howard

*No updates at this time*

Central Maryland User Group (CMUG) – Jamie Alvarez

*No updates at this time*

Western Maryland User Group & Tri County Council – Debbie Carpenter

- Working on required Septic Bill submissions
- Allegany County upgrading to ESRI version 10.1
- Garrett County was hit hard by storm and used a lot of GIS to resolve issues
- Western MD User Group Meeting – Friday, November 16, 2012 in Hagerstown, MD

### **State GIS Coordination Efforts**

MD iMap Technical Committee – Julia Fischer

- Next Technical Committee Meeting scheduled for Tuesday, November 20, 2012
  - Agenda topics to include: Socrata (additional data sharing opportunities)

Others/Parcels/Septic Tier Mapping – Jim Cannistra

- Ortho collection for Eastern Shore has been approved by Numbers Board, request went smoothly
  - Numbers Board is appreciative of data and effort
  - Technical support, for Eastern Shore counties, for data loading and accommodation of different systems, adding \$6,000 – \$7,000 to the contract, caused some scrutiny
- Kick-off meeting scheduled for early January
- Howard County interested in new orthos on 2 year cycle to support impervious surface mapping
  - Off schedule from the rest of the state
- Numbers Board Planning Day was canceled and not yet rescheduled
  - Want to discuss off-cycle counties and would they be willing to provide funding for these efforts?
    - Even 25% would be incentive enough to help, but not incentive enough for more counties to want to also move off-cycle
    - Don't want this to lead to lose of county coalition

**Question:** Should we shorten the length of cycle for collection?

**Question:** Should we continue to collect Eastern Shore/Western Shore on different years or will these 2 fly overs come together again in the future?

- Is it working well enough to keep collecting in an offset manner?
- This is the last year that the current contract will be in place and used
  - Discussion to fly Western Shore in 2014 brought up during Numbers Board meeting
  - Working on a new procurement vehicle by DoIT to be used for future efforts
  - There are pluses to doing the state split up
    - Allows for quicker turnaround and utilization of resources aren't stretched too thin
    - Allows for processes to continuously be cycling, as one ends, the other begins

Water Resource Registry

- On agenda for January meeting
  - MES working with DNR to develop a comprehensive registry of water resources data and the results of the modeling of this data

- Click on a point and pull up information concerning watershed protection, water mitigation, big effort, big application
- DNR contact: Christie Conn, MES contact: Mike Hershburger
- Includes floodplains
- Requested if information if suitable for release to MD iMap and response was a request to brush up some of the information before it is shared with a broader community

Chesapeake Bay Land Use Workgroup – Jim Cannistra

- Developing and collecting land use information at a very detailed level
- Reaching out to counties to see what is available, MDP is part of the process
- Main Contact for Workgroup: Peter Claggett (USGS)
- Contact Jim Cannistra for full list of participants, for next meeting information and for description of work group
- Looking for additional nominations for participants

Broadband Availability – Mike Scott

*No updates at this time*

dFIRM Conversion – Mike Scott

*No updates at this time*

TMDL Effort – Department of Environment

*No updates at this time*

Outreach – Jenn Chadwick-Moore

*No updates at this time*

Historic Imager Initiative – Larry Swift

*No updates at this time*

Septic Tier Maps – Jim Cannistra

- Progressing, all counties supposed to submit this year
  - A few will not and will work with them to get them done

**MSGIC Quarterly Meeting/Workshop & TUgis Conference – Mark Helmken**

TUgis Update – Paper Session and Student Sponsorship

- Coming together, lots of details which can be overwhelming, but working well with TU Geography Department
- Virginia doesn't want to be the person to open the ceremony
  - A service MSGIC could do support the conference
- Email blast for paper, workshops and quick talks request to come out shortly
- Brainstorm on topics – 32 presentations in total (limited from previous years)

- Impact of clean water act
- GIS to build your business
- Debris management
- Lessons learned from sandy
- Crime analysis – broaden to law enforcement
- MSS has one session
- Technology innovation
- Situational awareness for state and locals
- Addressing
- HPMS Map 21
- Pursue on both ends of soliciting some specific topics/persons and also solicit ideas which would open up new avenues for sharing
  - How we prepare through data sharing for events?
  - FEMA Region 3 Spring meeting as a panel at TUGis
    - Invite some people to attend this one part of the day, such as those in public works
- Will need volunteers for logistics of the day once we get closer to the day of the conference
- Conference still evolving and might change the strategy of MSGIC Quarterly and TUGis conference in the future
- Workshops available with labs for hands-on opportunities – 45 seats available in each lab

#### MSGIC Quarterlies

- Winter – January 16<sup>th</sup> @ USGS Water Resources Center
- Coming together, 5 presentations – all set
- Spring meeting
  - Keep the quarterly separate and focused on the Eastern Shore
  - Keep it working with TUGis, but not combine it with TUGis
  - Some concern that attendees would attend either TUGis or Spring Quarterly, but not both
    - Will need to conduct extensive marketing for both events to assure high attendance

#### **Federal Coordination Efforts – Roger Barlow**

- LiDAR 600m coastal swath was acquired for Atlantic Ocean facing Worcester County pre and post Hurricane Sandy by USGS
  - Estimated data availability is February
- Delaware acquired leaf-off 2012 orthoimagery for the entire state, which has been delivered

#### **MSGIC Coordination – Data Resources Subcommittee – Patrick Callahan**

*No updates at this time*

#### **MSGIC Communications – Education and Outreach Subcommittee – Scott Jeffrey**

*No updates at this time*

#### **MSGIC Website Updates**

*No updates at this time*

**Other Events**

ESRI MUG December 11 – 12, 2012

Mid-Shore GIS Committee Meeting – November 28, 2012

Western Maryland GIS User Group Meeting – November 16, 2012

**Advocacy Items**

*No updates at this time*

**Additional Business – All**

*No additional items at this time*

**Next Executive Committee Meeting – December 19, 2012 @ 2664 Riva Road, Annapolis, MD**

- Executive Committee Meeting originally scheduled for December 12, 2012 has been moved to accommodate those attending ESRI MUG conference