



MSGIC Executive Committee Meeting Minutes

July 09, 2014

9a.m. – 12p.m.

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

Attendees:

Julia Fischer, DoIT (Chair)

Jim Cannistra, MDP (Past-Chair)

Doug Reedy, Frederick County (Treasurer)

Theresa Martin, City of Laurel (Secretary)

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

Erin Lesh, MD State Highway Administration (State Government Caucus Chair)

Roger Barlow, USGS (Federal Government Caucus Chair)

Mara Kaminowitz, BMC (Regional Caucus Chair)

Marshall Stevenson, WBCM (Private Industry Caucus Chair)

Patrick Callahan, Prince George's County Government (Data and Resources Subcommittee Chair)

Ashley Buzzeo, CGIS (Outreach Subcommittee Chair)

Barney Krucoff, DoIT (GIO)

Patrick McLaughlin, SSA

Allen Wainger, Michael Baker

Anu Swatankan, UMD

George Hurtt, UMD/NASA-CMS

On Phone Attendees:

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

Open Meeting & Announcements – Julia Fischer

- Introductions
- Approval of May Minutes – Approved
 - Will hold of June for next EC meeting.
- Review Action Items List:
 - *Talk w/David Black regarding LiDAR processing needs.* – No discussion regarding funds for hydro enforcement. Needs to be put in the form of a proposal.
 - *Need a list of County Coordinators* – M. Webb to work on.
 - *Letter to send out to State Agencies* – Lauren has a new updated member list including some from state agencies. Need to work on.
 - *Develop Elevator Speech* – Not a priority since no events coming up. J. Fisher still working on.
 - *Caucus Chairs sending out inquiry to members* – Should make a quarterly request from Chairs to members. Ongoing.
 - *Events (for website)* – Need to send document that can be linked to or URL.
 - *Forward article from Dave Doyle, What does “Z” mean?* – J. Fisher needs to send that out.

Action Item: J. Fisher to follow up with liaison effort with MSS.

- *Collect Content for Initiatives Tab* (Discuss during intern agenda item)
- *Add “If you don’t know your login contact Mike Scott.”* – This among other things need to be added to streamline that entire process including password recovery. Assigned to intern.
- *Reach out to MDE and DNR regarding organizational membership.* – Also needs to be added to MDiMap agenda. Kevin Coyne working on DNR organizational membership. B. Krucoff will work on.
- *Notify members who were moved to contact status.* - (M. Scott) Believe completed. *Bounce back emails should be send to Mike (ongoing but completed)
- *Look into Constant Contact as potential method for reaching members.* – CGIS can still provide this resource for now.
- *J. Cannistra send info to M. Scott regarding intern working on Christfield project.* – Completed.
- *Plastic totes for MSGIC items* – Completed and traveling w/J. Fisher.
- *Share By-law changes with membership.* – Completed.
- *Make sure Vice-Chair and Chair-Elect verbiage is consistent.* – Need to work on and likely will need to send a bylaw vote.
- *Review state page contents and send any updates to Ashely.* – Needs to be completed.
- *Duplicate MSGIC logo at a higher resolution.* – A. Buzzeo sent a high-res logo. Need to post to Google Drive.

Action Item: Re-send Google Drive invitation to Ashley and Erin.

Action Item: Ask Sharyn to regenerate as vector to allow for display on multiple backgrounds.

- *Contact James Shaw.* – J. Fisher to work on.
- *Gather more info on Direct Dimensions to share with group.* – S. Wampler to gather additional info.
- *Put together schedule for featured sponsor.* – A. Buzzeo to work on.

Action Item: Intern to organize Google Drive

- *Determine how to move jobs/internships page into member only area.* – Need to set up meeting (J. Fischer, A. Buzzeo, M. Scott.)
- *Make more prominent “How to become a member” on the website.* – Add to intern to-do list.

MSGIC Quarterly Meeting (s) – Pat McLoughlin

Summer Quarterly

- Draft agenda set on Google Drive
 - Panel discussion on Open Data
 - A couple currently listed may not be the final in attendance.
 - Sonny from Montgomery County sits on the Council.
- Action Item:** Barney can send that contact info. Will see if Matt is able to go.
- Jim Cannistra is able to moderate the session.

Question: Can Anthony bring out ESRI folks working out of Roslyn on the Open Data project?

- Student Presentations
- Three presentations scheduled.
- Cole Brown presentation will be rescheduled, he'll be on vacation.

Question: For MSGIC Business agenda item – Does anything else need to be added?

- Yes, likely will need to add bylaw change.
- Member found inconsistent verbiage that needs to be corrected.
- If we do that, should also make change from Grant to Advocacy

Question: Keep NSGIC update? Will not be each quarterly but as needed.

- Federal, Regional, Local and State updates should go to Caucus Chairs who will then present key items as they see fit. Want to ensure we do not go over time.

- Two potentially free venue options:
 - Constellation Energy JIC (Prince Frederick) – Drive is about 5 min for lunch.
 - Plant Science building at University of MD – Parking is \$15/car and is metered so would have to collect receipts potentially.
 - College of Southern MD quarterly Meeting we had a site sponsor. Do we want to get a parking sponsor?
 - Wednesday's also appeared to be a regular day for meetings. Most places were booked every Wednesday of the month.
 - Vote for location:
 - Prince Frederick – 9; UMD – 1.
 - Can pursue for Capital Region in the future.
- Breakfast Sponsor – In discussions with 3 different potential sponsors.

MSGIC Treasurer – Doug Reedy

Status Non-Profit 501(c) 3 Corporation

- Application has finally been reviewed by a Specialist.
 - Their decision cannot be given to us at this time.
 - Next step is for the application along with the decision to be sent to the Specialist manager for reviewed.

Financial Update

- Deposits - Zero
- Expenses - \$100 (Draper McGinley for Form 900-N w/IRS)
- Account Balance – (7/7) \$11,411.45
- One pending PayPal \$171.89
- New Balance will be \$11,583.34
- Now have a budget with each line item is coded.
 - Makes it easier for accounting and working with the IRS in the future.

- New opportunity with PayPal to report out all of the activity.
- Would like to put everything into an application for accounting.
 - M. Stevenson had sent out a link.
 - Should look for something secure and in the cloud.
 - Multi-User is not necessary.
 - Built for a non-profit would be a plus.

Action Item: M. Stevenson to forward that email to Doug.

- Tech Soup – Do they still exist? Possibly but we are not yet a non-profit.

Collection of Dues / Membership

- 2 Individual and 1 Student membership came through.
- No Sponsorships came through this period.
- Current Membership Summary:

| |
|--|
| 351 Members |
| 9 new (paid) members in the last 30 days |
| 22 organizational membership |
| 12 sponsors |
| 1 Org Tier 3 (unlimited individual memberships) |
| 3 Org Tier 2 (up to 10 IMs) |
| 5 Org Tier 1 (up to 5 IMs) |
| 1 Individual Org |
| 12 people tried to sign up but didn't pay dues |
| 1,044 entries in our mailing list representing 261 organizations |

- Have discussed before doing a map of the membership.

Question: Are we going to speak today about making Sponsors more prominent?

- Yes, a chance to speak at Quarterlies, ability to have booths at the Quarterly, and Featured Sponsor of the month in the Blog.
- Will also need to get our ducks in a row for asking Sponsors to re-up.
- Should invoice early.
- Everyone should at least get an initial year with their Sponsorship.

MSGIC Business – Executive Committee

By-Laws

- Information was put out over email and gone over in detail at last quarterly.
- Vote went out Thursday, June 17, 2014 and close two weeks later on July 1, 2014
- Of a possible 340 members, 107 members initiated the survey and 102 completed the survey.
- 94 voted to 'Approve the changes' and 7 voted to 'Oppose the changes'

Question: Do we have a comment space for those who oppose? No, but can be done in the future.

- Three additional changes: verbiage discrepancy; chair/chair elect consistency; Grant -> Advocacy Subcommittee

- Should consider doing vote at the Quarterly.

Action Item: T. Martin Post edits into new updated bylaw document for review.

- Recommend at the Quarterly to give results and ask any who opposed or who has concerns email Julia.

Intern

- Status/Tasks & Responsibilities Review
- T. Martin sent her the initial task list and she has started.
- Please add to intern to-do list:
 - Update contact list (fed, state, local and education).
 - Fix broken links on website i.e., old meeting documentation
- A. Buzzeo and Sharyn will have Go-To Meeting with A. Samonisky tomorrow and will also discuss getting website page more prominent.

Question: How are we paying the intern?

- Salisbury will pay her and we will pay Salisbury.
- We do not know the timing of her payments but L. McDermott has worked out the logistics.

MSS/MSGIC

- Leave as a standing agenda item

Training Opportunities

- GISP Workshop(s) – J. Fisher has reached out to GISCI
 - Encourage membership to get their documentation in.
 - Plan was to put together one or more GISP workshops.
 - One level – PowerPoint and materials and any GISP can give an informal presentation. Doug Adams has agreed to do this.
 - Second level – More formalized and only given by approved GISPs.
 - Leaning more towards the formal route.
 - Would like to have in a couple different locations throughout the state.
 - Need to do before the end of the year.
 - Need to determine the type of facility - computer lab so attendees can start downloading/uploading content?
 - How should the attendees be prepared for the workshop to get the most out of it?

Action Item: J. Fisher will continue to work with GISCI.

Action Item: Need to start listing out potential format and costs.

- TUGIS Advisory Committee is also looking to get some training opportunities together.
 - They have had some discussions with URISA regarding their workshops.

- We may want to consider reaching out to Steve Bruce who has been doing some trainings at Washington College.
 - Some were very technical, i.e., Spatial, Lidar, Envy.
 - Could potentially reach out to him for those training contacts and consider repeating those at another time in the year.
- T. Martin has also been in discussion with the Chesapeake Chapter of URISA (D. Adams)

Action Item: Start centralizing all this information.

- MAC URISA in NJ hosting a LiDAR training – Mike Homansky

Action Item: R. Barlow to forward his contact information.

- Suggest checking out what (WVGP) is doing as far as offering trainings: For example: ArcGIS python training at a local tech college
- M. Kaminowitz has been looking into some training for the BMC region and can share that spreadsheet.

GIO Briefing – Barney Krucoff

- Aug 14th Board of Public Works - Esri Enterprise License Agreement & Master Purchase Agreement
 - Would allow state agencies to use software
 - Master purchase agreement – price list (%15 lower)
 - States and locals could purchase off this list
 - Streamline purchasing process for locals along with a discount
 - A chance they will be looking for MSGIC support if locals are on board.

Question: Do you have anything that M. Webb could send to locals to gauge interest?

Question: How does it compare to GSA? GSA is 18% although may be less bureaucracy.

- MD iMap Website
 - Up and running, thanks in huge part by J. Fisher
 - LiDAR front and center
 - Two important things: Data Catalog and LiDAR section (includes status map)
 - Previously had been a lot of interaction between the MDiMap and MSGIC site – may be a good task for the intern to look through to ensure no links were broken.
 - Map Viewer – put together by ESRGC to search LiDAR datasets
- DataBay Event
 - Going to take place Aug 1 -3
 - A hack-a-thon at the SERC center in Edgewater.
 - Get a whole list of datasets from iMap, Data.gov, and many others.
 - Asking teams to put together applications that might benefit the Bay.
 - Sponsors – MDE, FIA, SERC, MD DNR, Hack Baltimore, National Aquarium
 - First concern was site, then data, and then will anyone show.
 - Hoping MSGIC will promote.

Question: Who is chairing? Mike Powell.

- There is interest in putting together information in another way to convey the improvements to the Bay.
- Some of the ideas from the hack-a-thon might go into that.
- Open Data Council
 - State Bill 644
 - First meeting week of Aug 25 - still looking for a location.
 - Currently meeting at MDOT
 - Many state agencies have ex-official members.
 - Most agencies have gotten back to the Council with a name but not all therefore some room may still exist (not for the executive board which has been appointed by the governor).
- B. Krucoff has been the Keynote for several years at TUgis.
 - Could potentially combine our time (w/MSGIC)
 - One concern may be we still want some time to excite our sponsors and encourage new membership.
 - Would agree to that along with some time to highlight MSGIC and our accomplishments.

Guest Speaker: Vanessa Escobar and George

Topic: NASA Funded Carbon Monitoring System (CMS) Program in Maryland

- Vanessa met some of MSGIC at a workshop at DNR giving a LiDAR overview.
- Work as a researcher as a part of a 37 project wide initiative
- Have been working with DNR and looking at different policies and where LiDAR would most benefit.
- What are the highest needs of the counties and how can they address them.
- Products are all being developed as a part of the CMS initiative with the exception of the impervious surfaces.
- George – Dept. of Geography at UMD, hope to have a stronger relationship w/MSGIC
 - NASA's monitoring system – Received congressional direction (annually for 3 years and has since been directed to make it apart of their long-term program)
 - Newest intuitive NASA has in earth sciences
 - NASA is a research institution as opposed to NOAA, USGS and EPA which are more operational.
 - This particular project focused on MD ends in October.
 - Have proposed a sequel to NASA to extend this relationship but at a regional level.
 - Trying to produce annualized carbon monitoring and flux products
 - Produce a product called *Carbon Sequestration Potential*.
 - How much more carbon could be sequestered.
 - If you wanted to have Carbon on the landscape meet some policy what is the potential for the State to do that.
 - Using maps to show where you could at what amounts.

- Where would make the most sense for Afforestation projects?
- This is 1 of 37 projects for the CMS
- Important to NASA but taking the research and finding an operational use so there if value in the products is a challenge.
 - Looking at the use of LiDAR canopy cover to redress the coverage goals that MD has to reach by 2025. No specific baseline seems to exist for the state of MD – LiDAR may be used for that.
 - Looking at LiDAR as a part of the greenhouse gas reduction initiative. Planning for reducing by 25% by 2025.
 - Looking at the perspective of Statewide LiDAR and pulling all the stakeholders together
 - Impervious surface mapping could be leverage from the CMS research.
 - The program is congressionally driven and certain products have to be delivered.
 - Additional work would have to be done and algorithms would need to be developed.
- Garret County done with a different type of LiDAR technology (Sigma space photon) so not a continuous LiDAR set across the state.
- NAIP imagery coupled with LiDAR surface model created these products, e.g., the Tree Canopy Maps.
- All this together can put into classifications: tree canopy, impervious surfaces, identify water and buildings, etc.
- There is a lot of capability to go beyond the CMS.
- Where do they send this? Who is the vehicle for making this data operational?
- How do they team up and get all sides to do what they are good at to get the information to the state to reach these goals?
- Complete Products for CMS: Forest vs Non Forest, Canopy Height, Canopy Cover, Above Ground Biomass and Biomass Density; and Carbon Model Products: Biomass, Stand age, Carbon Sequestration Potential, Sequestration Gap, Age Gap (time roe reach sequestration potential).

Question: Are these available as TIFF?

- Effort to develop more actionable products not just educational literature
 - Ecosystem Model – highest resolution that results in individual trees.
 - Biomass Sequestration Gap Map - How much more you could potentially store in an area?
 - Can run scenarios through the ED Model to determine impact of development.
 - Hope that these maps would land in the state planning and would overlay goals, public and private lands, plans for growth, zoning – to arrive a subset of this map for good potential sites for afforestation and then run the tool for how much could be sequestered.
 - This project is ending in October after an extension.
 - Proposed a sequel which would increase the area of interest to the mid-Atlantic and also the science
- Question:** What are the constraints for spreading out? Chose a 4 state region

- How does this mesh with NASA satellite data?

- Pilots like this are going all over the year with different technologies
- MD is using air LiDAR was in a unique position with the amount of LiDAR already available.
- OCO – Orbital Carbon Observatory – Does something different than biomass. It tries to measure CO₂ in the atmosphere on a regular basis – allows identification of emission sources.
- Continue to get Congressional Direction even though now a long-term program
- If an international carbon monitoring program policy should come to fruition a standard for monitoring would need to be place.
- Policies are in place but no way to link up and address them.
- On the flip side have said there can't be a policy until there is a monitoring program.

Question: Does a standard exist?

- Satellite based platform might make sense since everyone is using different technologies.
- State of MD does have a Climate Action Plan.
 - There are several Work Groups working on several of these issues with just a slightly different slant.
 - What are the definitions for some of these terms: What is a forest, canopy cover, etc.?
 - Concern over how we come close to comparing LULC from much older years.
 - What is the incentive for everyone getting together to meet the standard on time?
 - Need to create a requirements document.
 - The state needs to identify the datasets that need to be used.
 - The state recently took that first step – Identifying the known LiDAR projects.
 - The next is to identify the specs. And these are the derivatives.
 - Where is Carbon governance taking place?
 - Need to ask for the Impervious Surface Project?
 - Their wish list of specs and their workable.
 - Similar to the imagery where we have 6" is the baseline and there are by-ups.
 - Need to determine what the minimum is necessary to achieve what.
 - Produce maps in addition to uncertainty
 - Kyoto Protocol is active although US didn't sign it
 - Different countries have different capabilities
 - Tier I countries need to meet this level. Tier II, Tier III and so.
 - That might be a model for how the state can proceed with the counties.
 - One example – Bay Cabinet meeting on Thursday
 - Another agency is look at forest cover change which has gotten completely different results.
 - From 1985 -2013 – The Governor wants to know really what is going on.
 - Standardization of method needs to be determined

Action Item: J. Fischer will reach out to get those products linked at least first and then more integrated in the future.

Caucus – GIS Coordination Efforts and Local User Group meetings

M. Webb (Local)

- No Updates

M. Kaminowitz (Regional)

- Got approval at last BRGC meeting to make the next meeting open.
- Called into the last DC meeting.
- Will send updates to M. Webb to present at the Quarterly.

E. Lesh (State)

- Looking to task CGIS to develop a working group to come up with Cartographic standards for Centerline.
- Different levels of government would focus on different topics.
- This may coincide with symbology beyond transportation
- Data Resources Subcommittee planning on focusing on Transportation and Public Safety initially as it relates to developing a standard symbology.

R. Barlow (Federal)

- Ortho image funding approved quote that came in yesterday & partnership will be completed.
- Elevation manager has left and no replacement has been named – holding up work w/Cecil County
- Currently work for NE Region of USGS which is very encouraging with relationships with states.
- Next fiscal year will be back working with the National Geospatial program which has concerns regarding sitting on councils and potentially influencing state decisions.
- Only 50% funded for partnership activities and funding likely to go down even further.
- Number of ethics issues from the federal standpoint; particularly have a hard time with them influencing decisions at the state level.
- Job description change w/regard to partnership activity likely to go below 50%
- Narrowing focus (particularly as losing ortho imagery) to elevation and hydrography.
- Makes participation in MSGIC EC not the best use of his time (in their eyes).

S. Jeffrey (Education)/ L. McDermott (Education Subcommittee)

- Had a caucus meeting a couple of months ago.
- Some of the points that came out:
 - Political Component: No charter or mission/vision statement; No job description for the caucus chair; Connection with Education Subcommittee unclear; relationship to sponsor MSGIC internships unclear.

Action Item: Intern work on clarifying Caucus vs Subcommittee to post on website.

- Education Component: Want to survey membership on training/ education needs course topics, content, method of delivery. What is the workforce footprint for geospatial jobs in

MD and what is the level of education required for the jobs. Who has jobs, where are they and how much GIS does the position involve.

- Making headway with jobs board.
- Education for students (TUgis MSGIC) - Would like to see some more networking opportunities at TUgis to network with GIS professionals. Resume workshops and mock interviews.
 - J. Fisher appointed as Outreach Subcommittee Chair for TUgis.
 - Have had discussions for TUgis with Elliot Plack (Baltimore Co, also on the group) and have been brainstorming networking ideas prior to the conference – Fall and Winter potentially.
 - They had a get together last year at a local pub which may not work for students.
 - Positive discussions with George (UMD) about getting College Park more of a presence in the GIS Community.
- ESRGC will be sending a contract to MSGIC for the provision of the intern.

MACO, Marshall Stevenson

Question: Who is presenting the GIS topic? Who is coordinating the panel discussions?

- Believe the Title created first then looked to find folks to sit on it.
- “Clean Up That Mess Using GIS”

Question: Do we have any panelist names yet?

- M. Stevenson, Santino DePaul (ESRI Wastewater Group – may also be on Eastern Shore, has been there the last few years), Someone from Prince George’s County (Benjamin Birge)
- Allison was coordinating it, Leslie provided this info.
- On Wednesday before the Conference starts and is an hour and a half.

Action Item: M. Stevenson to send info to Kenny Miller

- M. Stevenson will discuss MSGIC as a part of the panel.

Ortho Imagery, Jim Cannistra

- Pilot project in Howard Co set to be delivered before the next EC.
- Have delivered for QAQC purposed to the application.
- By-up areas in QAQC.
- Will be adding that 3” imagery into iMap .
- State will be purchasing NAIP imagery for \$133.
- If you provide them the drive it will be free.
- Does take 4 – 6 weeks then will be made available.

Parcels, Jim Cannistra

- July 1 started making changes
- Some will be available through MDiMap others through a data download site.
- Will continue to provide DVDs for the time being for current subscribers.
- Soft launch - Will eventually let GIS community know through methods like LinkedIn then a formal press release.

Outreach Committee, Ashely Buzzeo

- Website Analytics Summary for the last month:

| Total Sessions: 464 | Top Pages (highest to lowest): | Browsers & OS |
|----------------------------|---------------------------------------|--------------------------|
| Users: 323 | • Homepage | • 54% Chrome |
| Page views: 1036 | • Events | • 23% IE |
| Pages/session: 2.23 | • Job-Internships | • 15% Firefox |
| New Visitor: 57.5% | • Minutes | |
| Returning Visitor: 42.5% | • History-Structure | Network |
| Mobile: | • Blog | • State of MD – 14% |
| • Apple iPhone | • Election-results | • Verizon – 14% |
| • Apple iPad | • Presentations | • Comcast – 6% |
| • Motorola Droid | • LocalJuris | • Zscaler – 5% |

Action Item: Ashely to go through networks accessing the site for potential members

- Updated the Quarterly information on the website

Upcoming Events

- [Esri International User Conference](#) – July 14 – 18, 2014
- [DataBay Innovation Challenge](#) – August 1 – 3, 2014
- [TriCounty Council GIS Committee Meeting](#) – August 6, 2014
- [MACo Summer Conference](#) – August 13 – 16, 2014
- [MidShore Regional GIS Committee Meeting](#) – August 27, 2014
- [URISA GIS-Pro 2014](#) – September 8 – 11, 2014

* Send any other upcoming events along with a document that can be linked to from the website

Miscellaneous

- Next Executive Meeting is the start date of MACO, reschedule?
- With donations of AGOL licenses from ESRI, PG IT Director reached out to IT Director of Education – talking about doing something but need assistance from education side.
 - Suggest talking w/Eric Cromwell?
 - Also recommend reaching out to L. McDermott and S. Jefferies.