



MSGIC Executive Committee Meeting Minutes

October 08, 2014

9a.m. – 12p.m.

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

Attendees:

Julia Fischer, DoIT (Chair)
Jim Cannistra, MDP (Past-Chair)
Theresa Martin, City of Laurel (Secretary)
Matt Webb, Anne Arundel County (Local Government Caucus Chair)
Mara Kaminowitz, BMC (Regional Caucus Chair)
Patrick McLaughlin, SSA
Al Wainger, Michael Baker Corp.
Marshall Stevenson, WBCM (Private Industry Caucus Chair)

On Phone Attendees:

Scott Jeffrey, CCBC (Education Caucus Chair)
Erin Lesh, MD State Highway Administration (State Government Caucus Chair)
Lauren McDermott, Salisbury University/ESRGC (Education Subcommittee Chair)
Patrick Callahan, Prince George's County Government (Data and Resources Subcommittee Chair)
Ashley Buzzeo, CGIS (Outreach Subcommittee Chair)

Open Meeting & Announcements – Julia Fischer

- Approval of July Minutes – Approved

- Review Action Items List
 - *Look into services like Go-to-meeting - Using what we have through DoIT*
 - *Talk w/D. Black – Barney /Roger– Waiting to see if funding is*
 - *Draft letters to send out to organizations with three or more members – Need to make an overall plan for re-up in 2015. Create a subcommittee. Mara, Tari, Matt volunteer to get the ball rolling.*
Action Item: Subcommittee to develop plan and timeline.

 - *Elevator Speech – J. Fischer working on.*
 - *Job Internship Postings – Anything we're missing? College Fair at UMD focusing on GIS.*
Action Item: J. Cannistra will send info to J. Fischer to post to Job Board
 - *What Z really means? – J. Fischer will continue to work on. MSS conference should reenergize the relationship.*
 - *Initiatives Tab*
Action Item: E. Lesh will send her content
 - *Constant Contact – Gmail working okay although need to break out mass emails into two days.*
 - *Forward press release of NLCD – Follow up w/Roger Barlow*
 - *Review state page contacts –*
Action Item: E. Lesh to check updates from spreadsheet on website.

Action Item: J. Cannistra will send MHT contact to E. Lesh

Action Item: Forward additional updates to A. Samonisky

➤ *High resolution/Vectorized Logo – A. Buzzeo/Sharyn*

Action Item: Follow up w/A. Buzzeo on status

➤ *Direct Dimensions – Shawn Wampler – potential for Blog post*

➤ *Blog Content –*

- Have not made any progress on Sponsorship schedule
- Continue to get lots of Blog content

➤ *Talk w/Tu regarding moving jobs to member area – J. Fischer needs to do.*

➤ *Email to universities w/GIS programs to encourage organizational memberships – S. Jeffrey will work on.*

Question: Did you ever have a chance to forward your white paper.

- No, forwarding college listing to Mike Scott and will send to EC when completed.

➤ *Minor By-law changes – T. Martin sent out.*

- *Majority to Plurality – Will just do as minor edit*
- *Grant to Advocacy – Will require full vote with notice*
- *MSGIC LTD – MSGIC 501(3)(c) – Will just do as minor edit*

Action Item: T. Martin to make changes and post

Action Item: J. Fischer will message out

➤ *Centralize list for training opportunities for MSGIC membership – No further progress.*

➤ *Follow up with Southern folks – M. Webb and P. McLaughlin reached out to Bill Dollins. heard back from some folks. Working on rejuvenating Southern participation. Looking at SMECO offices for meeting.*

- Suggest asking if they would like to be added to our contacts list, if not already on so they can at least stay informed.
- Action Item: Will put together contacts and check to see if on our list.

➤ *Caucus/Subcommittee verbiage on login page – still needs to be completed*

➤ *Generate packets of responsibilities for each Executive Community position to pass to future position holders. – EC members to start identifying relevant documents and resources. Reach out to next Chair in your current role.*

➤ *Clean email list from member bounce backs – Haven't heard back*

➤ *Prepare content similar to ortho program for LiDAR – ESRGC is working on.*

➤ *Map of MSGIC members – A. Samonisky has started. Suggest Winter Quarterly deadline.*

➤ *Compile potential options for future video and/or audio recording of quarterly meetings. – T.*

➤ *PO Box – Need to finalize location. Annapolis most central and likely a EC member will always be near this area.*

Action Item: M. Webb will look into locations, costs, forwarding options.

➤ *Datum Change information on the website – Need to set up a call that would include A. Samonisky*

GIS Day – MDE event planned

- SHA – possible event
- Could embed GIS Day event map. Potential for a secondary page on the website.

Action Item: M. Kaminowitz will reach out to Regional folks on events planned

Action Item: M. Webb will reach out to locals on events planned.

Quarterly Meeting (s) –Pat McLoughlin

Fall Annual Meeting

- Review updated agenda
- Split up business portions
- Decided booths are not going to work with the venue
- Table with refreshments in a different room
- Lightening Talks – Roll Call allow each sponsor to get up and speak for 8 minutes, potentially longer if we have low number of sponsors who want to talk.
- Suggest having sponsors send a slide ahead of time
- Suggest moving up folks who our members don't get to hear much from and moving us, DoIT, ESRI later on.
- Suggest mixing up the order private, then government agency and not grouping them.
- Just waiting to hear back from URS, Quantum, MSS & KCI

Action Item: J. Cannistra to get new URS contact and forward to P. McLaughlin

- Still plan to invite new members to join EC members for lunch
- Finish with Dues/Sponsorships, Financial Reports and Election Results
- Question: Is anything on the date and location for the Quarterly?
- Yes on the website.

Action Item: J. Fischer to put up info on the Annual Meeting on the front page

Action Item: T. Martin to finalize Survey Monkey and send link to J. Fischer

Action Item: J. Fischer to update content on website, and upload draft agenda prior to sending out survey to membership this afternoon.

- Breakfast – Plan to do Panera similar to last quarterly
- Need to brainstorm on:
 - Our accomplishments this past year - EC members to send any to J. Fischer
 - Goals for the upcoming year
 - Potential awards or recognition – All in agreement to recognize Roger Barlow
- Nominate J. Cannistra to present award at conference

Action Item: EC members to send ideas for award. Send to T. Martin

Question: Is someone inviting Roger? Want to be sure he is in attendance. J. Cannistra will make sure he is there.

- Dues/Sponsorships – Someone from subcommittee to speak
- Financial Report – J. Cannistra
- Elections Results – J. Fischer
- Need a couple computers for members who want to update their information or pay dues.
- Maybe set them up with volunteers to assist during Networking
- Get people signed up for the GISP training (first one is Nov 18th).

MSGIC Treasurer – Jim Cannistra

Financial Update (Monthly summary)

- Start Balance: \$11,928
- Only 2 income generate items – 2 students registered

- No expenses
- End Balance (Sept1): \$11,948
- Will in the future generate a summary from bank transactions and PayPal.
- Upcoming significant expenses - MSS Booth, TUgis and Quarterly breakfast

Dues / Membership Update

MSGIC Business – Executive Committee

- TUgis 2015
- Will be a partner along w/Towson and DoIT
 - Breakfast Sponsorship with DoIT/GIO Office
 - Back to a light fare breakfast
 - Booth, tickets and cost for breakfast
 - DoIT – wanted more tix
 - MSGIC – wanted booth (getting 2 tix)
 - Both – going in on breakfast

Action Item: J. Fischer to send invoice to J. Cannistra to pay TUgis

 - Need to determine who will get the tickets – wait for new EC.
 - Still working on Plenary
 - New idea to have a panel with a number of educational representatives
 - Will still have guest speaker
 - MSGIC still hoping to have time during the plenary
- Training Opportunities
 - GISP Workshop(s)
 - Nov 18th 9-12 @ Salisbury University
 - Nov 20th 9-12 @ CCBC
 - Items to work out: Who will be attending for free? Who will be charged?
 - MSGIC and students from hosting school will be attending for free.
 - No onsite registration

Question: What is the class limit? SU – 20 terminals. If anyone brings a laptop could fit more.

 - Suggest opening registration to members first

Question: Do we have capacity size for CCBC? – 24 stations. Also have room for people who bring their own laptops.

 - Pushing students who have finished the program and looking for work to attend.
 - Agree priority should be given to MSGIC members as most students likely not qualified yet to earn their GISP.
 - May not be the most productive thing for students although still value on the exposure.
 - Discussed before doing some other more appropriate workshop catered to students, e.g., networking and resume building.
 - MSGIC is not incurring any costs for this and not looking to make money.
 - Plan to advertise to MSGIC members and CCBC and Salisbury
 - D. Adams suggests sending out email through Virginia if we want to publicize.

- Also suggest having another GISP in attendance.
- M. Kaminowitz may be able to attend.

Action Item: S. Jeffrey to reach out to John Earp and Julie Spangler.

- Suggest making cost for attendance higher than membership to encourage folks to join or re-up.
- Would show value to being a member.

Action Item: J. Cannistra to look into PayPal for workshop charge

- Suggest charge to non-members the cost of a membership and \$10 or \$20 which would include a 2014/2015 membership.
- How are we planning on registering folks?

Action Item: L. McDermott to look into Eventbrite

Action Item: L. McDermott putting together a flyer to pass around

- Make Eventbrite available at Quarterly if we are going that route.

Question: Will there be any issues with parking?

Action Item: S. Jeffrey & L. McDermott to work out for their respective campuses

- Centerlines Workshop

- State of MD Centerline rendering workshop
- Purpose to look at common scenarios where cartography of line needs to be different for different use cases.
- Attendees from each of the stakeholders to come together in a collaborative environment to address these issues.
- Want it to be a state effort not a One Maryland One Centerline Workshop
- SHA hoping it would something MSGIC would endorse and/or sponsor
- SHA cannot afford to pay for everything but can offer up the facility and people to staff.
- Would like it to be an all-day event and would need to do a box lunch
- Best estimate is \$8-\$10 per person

Question: Would MSGIC financially support the lunch and potentially up to a dollar amount?

- Best estimate at this point is roughly 75 people.
- Need to discuss first if MSGIC wants to support as a group and then also financially as a sponsor for lunch?

Question: How does this overlay with NextGen 9-1-1 centerlines?

- Representatives from Public Safety will be in attendance.
- Not just a public works focus.
- Looking for cartographic consensus and how it is drawn - Roundabouts, cul-de-sacs, ramps, etc...
- Jurisdictions looking for guidance for preparing for NG9-1-1
- Should be mostly fact finding

Question: When you talk about cartographic, you're not just talking about the symbology, you're talking about the actual rendering of the data layers?

- Yes, centerline representation and how it is drawn.

Question: Okay so you are you talking about the superficial display?

- Yes, but routing could be a part of that.

Question: Could there then be conflict w/NG 9-1-1 requirements? Yes, could be.

Question: Is considering all that might come along with NG9-1-1 potentially to massive and beyond the scope of this project?

- The challenge is NextGen is just coming on.
 - Still good to assess where we all are which will be important for NG9-1-1 and to work towards a seamless centerline.
 - Workshop should be looked at as a fact finding endeavor to see where we all are and how we all managing our centerlines.
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- 21st might be difficult to pull off – short time and lot being done around that time
 - Would suggest more of a technical session at Quarterly
 - Not spending that amount of money on our own technical sessions
 - If MSGIC wants to support and back this initiative and help with the marketing and then monetary wise a certain amount – could find a co-sponsor
 - Would be better if SHA was an [MSGIC] Organizational Sponsor, as they as the largest state agency.

Question: SHA does not have an issue with other organizations paying for their business or state business?

- Trying not to make it an SHA event.
 - Organizing the event but trying to make it a collaborative effort between the organizations.
 - Discussed previously supporting each other's initiatives to show we are collaborating.
 - Unclear why SHA is not a member, despite their perception of being a cash cow, their funding was cut this year.
 - OMOC does need the support of everyone in MD, iMap, DoIT, Addressing Initiative – trying to show it's a collective entity in MD.
 - Whether MSGIC can support financially or not, would like their involvement in the event to show MSGIC is endorsing this coordinating effort.
 - MDP has half day planning director round tables where they get folks from different counties and different directors that are very beneficial. Think similarly MSGIC would support this kind of collaboration.
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- Yes, as an organization we are supportive and recognize this is an important state initiative.
 - Financially understand SHA may be limited as to whom they can reach out to for monetary support and as a non-profit we should not have an issue.

Question: Can we say we'll provide a minimal amount of support?

- Estimating it would be around a \$750 investment
 - Do not have enough EC members here today to make a vote
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- Could be a good panel discussion at TUgis
 - Could present the outcomes of the workshop

Action Item: M. Stevenson/E. Lesh to put together a few bullets on what they hope to accomplish to give the EC something to vote on. May vote a dollar amount to contribute and for them to use for the event how they choose.

Question: Is there a chance the date could be moved? Yes, would just need to be sure no one coming from out of state has booked flights

- Executive Committee Election
- Intern Update
 - Adding events to the website
 - Continues to send out emails for projects and blog posts and is awaiting responses.
 - Ready to put out messaging for Quarterly/Voting
 - Last presentation she needs to fix a link to is the GDx one from 2012
 - BRGISC may have a copy of the same or a similar presentation they did for them in Dec '12
 - Waiting for official okay to publish updated Membership/Join Page
 - Had also wanted to add verbiage on what a Caucus is when asked to choose.
 - SEO still going strong now focusing on secondary pages
 - Will work on member map.
 - Putting together an outline of what she has for the Initiatives tab to see where the gaps are.
- MSS/MSGIC
 - Conference 10/16 – 10/18
 - We will have a booth – Did Electronic vote last week
 - Paperwork completed, just need to pay
 - Comes with 2 passes (1 is full and 1 is partial)
 - B Krucoff and J. Cannistra can offer some assistance put up and break down of booth.
 - J. Cannistra will be there Friday until noon.
 - B. Krucoff potentially doing the dinner and will be there Saturday.
 - Need to find out if anyone was hoping to go?
 - P. Callahan may be able to do Fri AM, Staffer for MDP might be able to attend.
 - Action Item:** J. Cannistra will send out an email to EC to gauge who might be interested/able to attend and when.
 - Action Item:** Get logo on MSS Conference page corrected.
- GIO Briefing – Barney Krucoff
 - Discussion of repealing the law regarding the sales of data
 - Maryland law (Section 10-901 through 10-905 – “Subtitle 9. Automated Mapping – Geographic Information Systems”) that allow a “governmental unit,” e.g. a county, to make GIS data available to the public at a cost and with a license.
 - Previously set up for reimbursement for topo maps to recoup costs for Montgomery Co.
 - Need to determine if there would be any financial hardship – State local entities.
 - Objective – want to be able to charge for the cost of creating products, replication and the time associated. How that should be worded is still being worked out.
 - Looking to MSGIC to reach out to members and get their feedback.
 - P. Callahan meeting with new MNCPPC IT director next Tuesday.
 - J. Cannistra met with Kip among others and discussed this legislation extensively as well as their data sharing policies, their orthos and LiDAR.
 - Sent Kip link to Open Data Council where minutes should be.
 - They may ask MSGIC to come and testify and will keep us posted on the wording.
 - MSGIC will need to decide our stance and if we wish to support.

- **Question:** Should be an agenda item on the MSGIC Quarterly? Probably as they are hoping to get it on the next legislative schedule.

- Tim Baker (Archives) said MSGIC did a study specifically on this topic.

Action Item: Reach out to former EC folks to locate. J. Fischer will look through documents on the old website.

- MDiMap 2.0
 - Still moving forward.
 - 1.0 will not be available Oct 31 noon- 5 PM
 - Full shutdown is Dec 31st.

Caucus – GIS Coordination Efforts and Local User Group meetings

- Local Government Updates – Matt Webb
- Regional Government Updates – Mara Kaminowitz
Potentially something in the future with regard to DC region.
- State Government Updates – Erin Lesh
Nothing to report
- Federal Government Updates – Roger Barlow
- Education Updates – Scott Jeffrey
Covered with Lauren update on GISP
- Private Industry Updates – Marshall Stevenson
- Data Resources Subcommittee

Statewide Imagery – Jim Cannistra

- Still progressing
- Heavily on the Pictometry side
- Need to compile dates to combat conflicting information

Property Data Products – Jim Cannistra

- Starting two big efforts – integration of data w/Anne Arundel & St Mary's Counties
- Met with MNCPPC (Prince George's County)

Education Subcommittee – Lauren McDermott

No additional reports

Grant Development Subcommittee – Michael Scott

Department of Interior Grant Opportunity Update

Question: Did Mike provide any update on the grant?

Outreach Subcommittee – Ashley Buzzeo

Action Item: T. Martin to follow up and get website analytics for last two months and get status on other action items.

- Miscellaneous:
 - Continue to send goals and accomplishments
 - Need someone to moderate the Lightning Talks

Action Item: Send P. McLaughlin any suggestions

Events:

URISA Leadership Academy | October 13 – 17, 2014

Webinar: Remote Sensing Basics | October 16, 2014 | 2 – 3PM

2014 MSS Fall Conference | October 16 – 18, 2014

DRAFT