



**MSGIC Executive Committee Meeting Agenda**  
**January 14, 2015**  
**9:00 AM – 12:00 PM**  
**Anne Arundel County, Heritage Complex (Annapolis, MD)**

**Attendees:**

Julia Fischer, DoIT (Chair)  
Patrick McLaughlin, SSA (Private Industry Caucus Chair)  
Matt Webb, Anne Arundel County (Local Government Caucus Chair)

**On Phone Attendees:**

Marshall Stevenson, WBCM (Chair –Elect)  
Theresa Martin, City of Laurel (Secretary)  
Jim Cannistra, MDP (State Government Caucus Chair)  
Michael Scott, Salisbury University/ESRGC (Education Caucus Chair)  
Patrick Callahan, Prince George’s County Government (Data and Resources Subcommittee Chair)  
Allen Wainger, Michael Baker (Grant Development Subcommittee Chair)  
Barney Krucoff, DoIT  
Marissa Lenoce, City of Laurel

Open Meeting & Announcements – Julia Fischer

- Approval of October and December Minutes - Approved
  
- Review Action Items List
  - *Cecil Co LiDAR* – Progressing. Waiting for approval of the additional hydraulic enforcement work. Axis just about done with Queen Anne and Cecil County’s LiDAR. They are generating 1’ contours for Cecil. Probably available in a month and will be provided to ESRGC for their topography server. USGS unable to get additional money before the contour generation. Should have new update DEM & LiDAR data pretty quickly.  
**Action Item:** J. Cannistra will get dataset directly to ESRGC.
  - Membership – Update later in the agenda
  - Elevator Speech – Will want to have something ready for TUGis.
  - Jobs/Internships – Have some trickling in. In need of events.  
**Action Item:** Caucus chairs to solicit from members. EC group to send any events including webinars.
  
  - Datum Change – Still on the backburner but will be progressing once subcommittee is up and coming.
  - Initiatives/Projects Page – A. Samonisky mocked up draft page. Looks like a good start so will send to those contributors either login to website to view draft page or by other means. Due date to go live end of month.  
**Action Item:** M. Scott’s group to provide verbiage for LiDAR section

- Constant Contact – J. Fischer’s work email is working and will use for remainder of her term.
- High Resolution Logo – Sharyn out for the remainder of the month but will be involved in the TUGIS discussions and what we will need for our booth so can combine.
- MSS – Later on the agenda
- Direct Dimensions – Remove from Action Item list.
- Blog – Waiting to do ‘Featured Sponsor Schedule’ for blog when we know who our sponsors are.  
**Action Item:** EC give any ideas on potential blogs or Sponsors that are current. Send to Ashley
- Member Only Area – Still need to set up time to work this out.
- Email to Educational Institutions for Organizational Memberships – M. Scott has had informal conversations as opposed to formal letters. Getting some traction but waiting for semester to get in session to approach admin.  
**Question:** Have you had a chance to talk w/Towson? No.
- J. Fischer received an email from Marty Riviera and can forward that to Mike. They were interested in obtaining an organizational account and the students could join under that umbrella.  
**Action Item:** M. Scott will follow up with them
  
- Minor ByLaw Changes – The changes in verbiage from majority to plurality completed in copy on Google Drive. Remaining changes that need to be made are for Grant to Advocacy Subcommittee.  
**Action Item:** T. Martin to send link to copy of fixed ByLaws
- *Training opportunity*
  - TUGIS wants to take profits to promote education opportunities
  - TUGIS advisory committee wants to offer 4 training sessions
  - 1<sup>st</sup> one will be March 16<sup>th</sup>
  - Class subjects: Spatial Analysis, AGOL
  - Jim C. suggested to look at open source training (GQIS was suggested)
  - Small fee for non MSGIC members, MSGIC members would be free.
  - MSGIC will host the website for training sessions
- *Clean up email list*
  - Mike wants “bounce backs” to keep coming in to him
  - Julia says she only gets about 40 “bounce backs” now
- *Map of members done by intern*
  - Done, Exec committee likes it
  - Need to get plugin for WordPress to add to front page – Pat Mcloughlin will investigate
  - Would like to have done by TUGIS
  - Send out via LinkedIn
- *PO BOX*
  - Got costs for different USPS locations (Riva Rd and Legion Ave)
  - Matt mentioned finding MailboxForwarding.com
  - Service provides address, scans, forwards, deposits checks for a monthly fee.
  - Marshall Stevenson thought it sounded good.
  - Matt will look into other customers who have used the company and also to look at turnaround time from when the letter is received by the company
- *Compile list of FAQ’s*
  - Still in progress
  - Add to list as common questions come up.
  - Need to add to website at some point

#### Quarterly Updates – Marshall Stevenson

- Agenda finalized, lots of student presentations
- Marshall will add sponsor logo to agenda
- Julia requested that Caucus chairs ask for updates from their members

#### Treasurer Update – Jim Cannistra

- Reviewed notes from Jim that was sent to Julia
- Do to membership push, there have been lots of transactions since 12/1/14
- Discussion about Erin Lesh stepping down as treasurer
  - Voted to install Al Wainger as Treasurer
  - 8 Exec members voted, all voted in favor
  - Julia will reach out to Mike Blahut from SHA who was also mentioned as a possible replacement for Erin to see if he would like to take Al's old position in the Grants/Advocacy subcommittee. No vote needed according to Mike Scott.
- Julia will bring the box of treasury stuff to quarterly meeting.
- While discussing the future of the Grants/Advocacy subcommittee Matt W mentions that the membership stuff should fall under that position rather than the treasurer.
- Accounting Software
  - Jim C – Let Al decide what is best once he gets familiar to the position
    - Also the software might not be necessary due to few transactions

#### Membership Discussion – Mike Scott

- According to Mike S. about ½ of the existing members have renewed
- Technically members are not in arrears until the end of the 1<sup>st</sup> quarter
- Mike S. created spreadsheet and will keep it updated as membership keeps rolling in
- Julia will mention renewing membership at quarterly
- Julia has reached out to sponsors for renewal and the only “no” will be PhotoScience according to Al W.
- Membership Subcommittee
  - Reconvene to discuss next steps
  - Get Mike S. list of renewed members
  - Sponsorship memberships good through March. Can leave their logo's on the website and new one's can be put up right away.

#### MSGIC Business – Executive Committee

- MACo Conference Follow Up - M. Stevenson
  - Only there Thurs/Fri only.
  - M. Scott was there w/some of his folks
  - The Conference did try to do more to exhibit tabletops
  - Was one of their better attended as is typical when they have newly elected officials in.
  - There are also trying to expand it and there was more opportunities for interaction w/the elected officials.
  - Did talk w/Leslie about getting on the agenda again this year, specifically to present, and asked if he would reach out to MSGIC directly. He said it goes through a cycle but M. made a point that the timing would be good to hit the new elected officials.
  - M. Scott talked w/the MACO folks about what MSGIC could do for them in the summer conference.
- TUGis 2015 (March 17<sup>th</sup>) – M. Stevenson

- Training Opportunities <discussed earlier>
  - As a marketing effort we as MSGIC have agreed to host a webpage essentially it will be advertised thru MSGIC and thru the TUGis conference.
  - It will point to a page on the MSGIC website which will have more detail about the training opportunities.
  - TUGis will assist in driving traffic to our site.
- Presentations
  - Low number of presentations submitted thus far.
  - MSGIC especially at the Caucus level need to reach out to members.
  - Presentation abstracts due this Friday.
  - Concern everyone is expecting an extension on the deadline.
  - Towson appears to be holding strong on the date but will leave the site open.
  - Only the abstract needs to be submitted – Your name and a brief paragraph.
- Exhibit Hall
  - Pretty full – 4 paid, 2 non-profit, 2 standard booths available.
  - Had hoped Socrata would exhibit or have some sort of presence even if it was just a sponsorship.
  - There is a User Group now in the state and could mention it there.
  - Appreciate all that MSGIC has been doing with the outreach and training.

**Question:** is that overall or just state and local? Overall

**Question:** When would we hear back about our abstracts?

  - Probably not for a couple weeks.

**Action Item:** Re-message today about the deadline and also get up on LinkedIn
- Plenary Session
  - Key note speaker takes about half the time, there is some announcement time and then usually the remaining time has been split between DoIT and MSGIC
  - Hoping to get some representation from the new Hogan administration.
  - Were hoping to get David Craig to come and also the DoIT Secretary.
  - If we could get them to come it would be a great way to educate them on the community.
  - Would be an interesting draw as people would like to know what the new administration is thinking.
  - Might be a lull in the number of presentations because there have been so many changes at all levels so they may be unsure if they will get approval to attend.
  - J. Fischer would still like for MSGIC to speak at the Plenary because it is the one opportunity for us to have such a large audience to reach out to potential members.
  - If neither of those secretaries come than Barney will speak longer than proposing

**Question:** Do we know if Greg Urban is interested? It is a possibility.
- Student Volunteers
  - Every year at TUGis
  - Advisory Committee asked MSGIC to again have EC reps at MSGIC Booth review resume and give advice.
  - An idea tossed around this year was to ask for a Volunteer (one from Private and one from Public sector) to meet with them the day before. “I may look for XYZ from a resume or during an interview, etc.”

- Has not been completely fleshed out – could combine it up with their training so that all of them would be there.
- Or, having a workshop the day of the conference although not all of them would be able to attend at the same time.
- Would be the evening before the conference and would be one of our contributions toward the effort.

**Question:** Are we also contributing moderators? Yes. Last year Doug Adams was the point contact on that. Unsure if he will again.

- Continuing Education and Professional Credits Subcommittee
  - L. McDermott was supposed to look into.
  - She has been sick so J. Fischer will follow up with her.
- Membership Subcommittee Update
    - Nothing formal were waiting to see the results from the last push
    - If we need to push anything out through the Caucus chairs
    - Action Item:** Look over list from Mike, cross check with Jim's list or get updated list.
    - Action Item:** Looking for suggestions as to next steps
    - Action Item:** Sponsors who have not renewed should stay up on the website until end of March.
- Intern Update
    - Assisting M. Stevenson with the Quarterly and securing the breakfast sponsor.
    - Working on updating the website to highlight the upcoming Quarterly.
    - Asking for ideas for the Blog – she can do the follow up.
    - Previously sent out link to member map she created and looking for feedback.
    - From one of the comments we did hear back, think this map might help nudge groups into becoming Organizational members as those groups and Sponsors are the only ones listed. Individual members are grouped. Those groups are active and have members but are not Organizational Members.
    - Suggest start by sharing on LinkedIn
    - Need to research how we can integrate onto the website
    - Question:** M. Scott, would you feel comfortable talking about the intern contract? Yes.
    - Contract – Indicated that there is a 10% indirect cost.
    - Clocked in 184 1/2hrs (Jan 9<sup>th</sup>) from July 1 till now.
    - There is a 10% indirect cost that Salisbury adds to each contract.
    - They pay there interns \$12/hr although we advertised the position at \$10.
    - Do we want to hold at \$10 or go with the standard rate from Salisbury?
    - A miscommunication on our (Salisbury's part) to what the intern would be paid.
    - ESRGC would eat the difference if it was really \$10 we wanted.
    - It would be complicated reverting to \$10 as she has been being paid \$12.
    - Cost between July 10 – Dec 10) she was paid\$ 2,245.40 184.5 at \$12/hr + 10% indirect.
    - Annual not to exceed \$5K – we are very much at that level staying currently at 12 but not to exceed 5K
    - She has been doing a great job and if we are staying under the 5K think we should stick with that.
    - Vote: To officially change the intern rate from the advertised rate

- In Favor - Marshall Stevenson, Patrick Callahan , Jim Cannistra, Tari Martin, Pat McLaughlin, Matt Webb, Julia Fischer, Al Wainger
- Mike Scott - abstains
- Opposed – None

**Action Item:** L. McDermott can go ahead and put contract forward.

- She is graduating in May? Think it is actually December.
- Internship has been a success and definitely want to keep a small gap in filling that spot.
- MSS/MSGIC
  - Datum 2022 Subcommittee (Matt Webb & Lauren McDermott)
  - Need to have a kick-off meeting.
  - J. Fischer happy to join in first meeting to help clarify any direction.
- Caucus and Subcommittee Goals & Objectives 2015
  - Put forward at last meeting for Chairs to update their goals
  - Subcommittee Chairs - any 2014 objectives carrying over to 2015 you would like to pursue.
  - Would like to share at the next Quarterly so they know what the group's goals and objectives are.
  - Patrick (Data & Resources) – Will carry over charter and most of the goals. Was supposed to meet w/Lisa Lowe last month and need to circle back and try to reschedule.

**Action Item:** EC Caucus and Subcommittee Chairs give J. Fischer a few bullet points

#### GIO Briefing – Barney Krucoff

- Russell Provost has been recruited by Michael Baker
  - His last day at ESRGC is Jan 30<sup>th</sup>
  - Working with M. Scott to fill position so may be looking to merge with some of that work being done on the Centerline.
  - Local Government dedicated Liaison potentially.
- Council Open Data Report now live
  - Annual report and legislative requirement
  - Several recommendations
    - Not a full repeal but a retraction on ability of agencies and local governments to sell their data and elimination of requirement that they enter contracts when they distribute.
    - Liberalization of their ability to provide it online.
  - Hope MSGIC will support as well.
  - Sen Ferguson who is on the committee is either going to put forward either what we put forward as a committee or something very close.
  - The Governor elect put forward someone to look at Charter schools.
  - Checked and we do not have anything just showing those.
  - So need to be aware of the issues that are emerging and should bring to the attention of DoIT and MDiMAP.
  - Holding pattern waiting to find out who will be in charge.
  - iMAP 1.0 was shut down and has gone fairly well but have had some issues.
  - Image service is really popular but running into problems.
    - Think the service has been resolved but not everyone is consuming them the same way.

- Had some performance issues and had made some changes to the servers and those fixes seems to be working.
- Do not think those changes should have been necessary so having ESRI come in to review.
- Selected WBCM to start their training program.
- Developing courses for their folks to learn how to work with iMAP data, ArcGIS Online and Desktop.
 

**Question:** Is StateStat shut down? Josh Exler at DoIT will be helping on open data and Socrata side. Discussion between Matt Power and the Lt Governor elect Rutherford where the LGE will likely retain some sort of StateStat.

**Question:** Barney DoIT doesn't have a secretary yet? Correct.
- May not retain the name StateStat and maybe we can go back to calling it performance measures.
 

**Question:** With Josh working there is the through that the reporting will come out of DoIT? Rutherford said he might even keep the name. DoIT would support that site or whatever site they might do. Regardless Josh will be busy working on open data there – plenty to do.

#### Caucus – GIS Coordination Efforts and Local User Group meetings

- Local Government Updates – Matt Webb
  - No news or updates.
  - Will reach out to members prior to meeting for feedback.
- Regional Government Updates – Mara Kaminowitz (emailed)
  - The December 18 BRGISC meeting was opened to BMC's neighbors and attendees included MWCOG, several PA GIS folks, and other jurisdictions that border the BMC region.
  - Agenda included a shortened section of regular BRGISC business followed by a lengthy presentation and discussion about OSPREY, GDX, and emergency data sharing.
  - As a result of that meeting Mara has been asked to present at the PA GIS group meeting (probably in March) where she will be speaking about BMC and will also put in a plug for MSGIC.
- State Government Updates – Jim Cannistra
  - No news or updates

- Federal Government Updates – Cynthia McCoy (emailed)

#### DATA

Maryland elevation, land cover, aerial imagery, and county-level socioeconomic data, provided by various trusted sources, are available through the Digital Coast's Data Access Viewer. Some of the most commonly accessed Maryland-based data are highlighted below.

#### Coastal LiDAR

[www.coast.noaa.gov/digitalcoast/data/coastallidar](http://www.coast.noaa.gov/digitalcoast/data/coastallidar)

Over 371 gigabytes of high-resolution elevation data covering Maryland's entire coastal zone are available. This type of data is critical to the development of models that examine potential local flooding impacts from coastal storms and sea level rise.

#### Land Cover

[www.coast.noaa.gov/digitalcoast/data/ccapregional](http://www.coast.noaa.gov/digitalcoast/data/ccapregional)

Land cover data provide inventories of coastal intertidal areas, wetlands, and adjacent uplands for the coastal regions. These data are used to identify high-priority landscapes for Maryland's coastal protection and restoration efforts. Users can view data in Land Cover Atlas: the [www.coast.noaa.gov/digitalcoast/tools/lca](http://www.coast.noaa.gov/digitalcoast/tools/lca)

#### Economics: National Ocean Watch

[www.coast.noaa.gov/digitalcoast/data/enow](http://www.coast.noaa.gov/digitalcoast/data/enow)

This program provides time-series data on the ocean and Great Lakes economy, which includes six economic sectors dependent on the oceans and Great Lakes. Maryland's coastal counties can use this information to gain insight into their local coastal economies.

#### TRAINING

In fiscal year 2014, 11 Maryland coastal professionals received training on a variety of technical and process-based topics through the Digital Coast ([www.coast.noaa.gov/digitalcoast/training/list](http://www.coast.noaa.gov/digitalcoast/training/list)). Courses taught participants a variety of skills, such as project design and evaluation and planning and facilitating effective meetings.

#### TOOLS

##### Coastal County Snapshots

[www.coast.noaa.gov/digitalcoast/tools/snapshots](http://www.coast.noaa.gov/digitalcoast/tools/snapshots)

Complex local data sets are automatically formatted into easy-to-understand stories, complete with charts and graphs, with this web tool. Local officials use the snapshots as a planning tool, since the information helps them assess their county's resilience to flooding and understand the benefits provided by natural resources.

##### CanVis

[www.coast.noaa.gov/digitalcoast/tools/canvis](http://www.coast.noaa.gov/digitalcoast/tools/canvis)

This visualization tool helps users "see" potential impacts from coastal development or water level change. Users can download background pictures and insert objects (hotels, houses, and other features) of their choosing. Managers in Maryland use this tool to help stakeholders visualize the effects of sea level rise.

#### GEOSPATIAL CONTRACTING

Through the Digital Coast, coastal organizations in need of geospatial data or services benefit from the use of the NOAA Office for Coastal Management's Coastal Geospatial Services Contract. This contracting vehicle provides a way for local, state, and federal agencies to take advantage of a streamlined process to obtain services from the nation's top geospatial firms. In fiscal year 2014, over \$1 million was awarded to private geospatial firms to conduct mapping projects in Maryland's coastal zone, including the acquisition of imagery data.

Action Item: Look for how we can



- Education Updates – Mike Scott
  - Nothing to report
- Private Industry Updates – Patrick McLoughlin
  - Have been getting some feedback on how they can be better represented.
  - Have a couple survey companies that might be interested.

Data Resources Subcommittee

- Statewide Imagery – Jim Cannistra
- Progressing only a few weeks behind.
- Everything should be wrapped up in the next month, i.e., mosaic’s Tiffs’ etc.
- Anne Arundel, Frederick and Baltimore – actively involved on planimetric updates.
- Property Data Products – Jim Cannistra
  - Nothing to report now.

Education Subcommittee – Lauren McDermott

Grant Development Subcommittee – Al Wainger

- No final updates as Grant Chair
- Changing to Advocacy Subcommittee

Outreach Subcommittee – Ashley Buzzeo

Website Analytics (Need to format)

Total Sessions: 491 (MD)	Top Pages (highest to lowest)	Browsers & OS
New Visitors: 429	• Homepage	• 61% Chrome
Returning Visitors: 365	• Job/Internships	• 15% IE
<b>Network (top 5)</b>	• Events	• 15% Firefox
• State of MD	• Minutes	
• CEM	• History/Structure	<b>Mobile</b>
• Sailor	• Blog	• Apple iPhone
• BMC	• Election Results	• Apple iPad
• University of MD	• Newsletter	• Samsung Galaxy S5

Additional Analytics:

By Location:

- Top 5 – Baltimore, Annapolis, Bel Air, Salisbury, Parole
- 29 sessions from New York
- 25 sessions from DC
- 22 sessions from VA
- Then PA

Length of time:

- 429 – 1 session
- 81 – 2 session
- 64 – 9 -14 sessions
- 559 – 10 sec or less

- 50 – 181 & 600 seconds

Majority of users appear to be for a short time

From pages visited, it appears that our Marketing efforts have been affective.

Analytics of MD iMAP Portal

- MSGIC Data points to iMAP data page
- 1473 page views last month

**Action Item:** J Fischer to look into the number originating from the MSGIC site

**Action Item:** Ideas for how to use Analytics

Upcoming Events

Webinar: Learn How to Geocode for Your Public Safety Agency | January 27, 2015 | 2 – 3PM

Webinar: Learn Techniques for Efficient Public Safety Routing | February 26, 2015 | 2 – 3PM

Webinar: Building Detection Using EO, LiDAR and GEOBIA | February 27, 2015 | 12 – 1PM

TUgis – Maryland’s Geospatial Conference | March 17, 2015

Marshall emailed Julia a list of additional events.

**Action Item:** Keep getting the word out about TUgis.

Early bird through 2/27