



MSGIC Executive Committee Meeting Minutes

July 15, 2015

9a.m. – 12p.m.

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

Attendees:

Julia Fischer, DoIT (Chair)
Marshall Stevenson, WBCM (Chair-Elect)
Allen Wainger, Michael Baker Int. (Treasurer)
Theresa Martin, City of Laurel (Secretary)
Matt Webb, Anne Arundel County (Local Government Caucus Chair)
Mara Kaminowitz, BMC (Regional Caucus Chair)
Patrick McLoughlin, Spatial Systems (Private Industry Caucus Chair)
Barney Krucoff, DoIT (GIO)
Doug Goldsmith, KCI
Glen Sine, Anne Arundel County
Sid Pandey, Dewberry

Phone:

Patrick Callahan, Prince George's County (Data and Resources Subcommittee Chair)
Michael Scott, Salisbury University (Education Caucus Chair)
Jim Cannistra, MNCPPC-PGCO (State Government Caucus Chair)

Open Meeting & Announcements – Marshall Stevenson

Approval of June Minutes

MSGIC Business – Executive Committee

MSGIC Treasurer – Al Wainger

Financial Update

- Gave update at Quarterly
- Paid Salisbury for intern
- Still roughly at 22K
- At previous meeting discussed how we could best use our funds, i.e., MACO Conferences, Emerging Professionals events, etc.
- Mailing service – Sometimes requires multiple emails to reach membership
- Previously tried to use gmail which was blocked by too many servers so reverted back to .gov email which worked better.
- Transition between Julia and Marshall was difficult without an email service.
- Email services like Constant Contact already configured to be accepted and not flagged as spam.
- Folks at Towson use it for the Towson Conference – may want to reach out to them.
- BMC and MDP use Constant Contact.

Action Item: Bill and Mara will look into cost and details.

- M. Stevenson reached out to M. Scott about getting another intern at least to overlap while Ashley is still here to show her the ropes.
- Ashley is available through Dec.
- Senior intern and Junior intern – Jr intern working less hours during the overlap

Question: How long did it take last year? A little long but now we have the job description and everything set up.

- We should be able to get someone for the fall semester.

Question: So we would have one start for the fall semester and when Ashley is done another would start in time for the spring semester? Yes.

Question: Are they getting credit? Potentially

Question: Does it make sense to have one Geospatial and one Business?

- The internship is currently only 8 hours/week
- If we could get someone to commit to credit only we could have the discussion on more hours.
- Not sure we are able to pay for 20/hrs a week.

Question: Is there a credit limit? At Towson they can double up depending on the number of hours.

- If it is 20/hrs min for credit and if they want to get paid that could pose a problem.
- What does this do for students who are getting credit as far as staying on through the next semester?
- One side might be the Advocay, Marketing, Planning etc. that is a more business focus vs geography.
- Particularly if we are going to be moving toward Advocacy.
- Important for a Non-Profit to have Advocacy as a secondary or less priority.
- We can flesh out the job description.
- Important the intern feels committed to the process.
- A. Samonisky is in the geography department and clearly wants to do a good job and make a good impression on us and people in our industry.
- We talk about putting on events but should also look into established events.
- Comments previously about expanding out beyond the geospatial world.
- Matt Foley went to that one data event in Baltimore and thought it was very worthwhile.
- Let see if we can explore the for-credit option first.
- Is Salisbury a part of the Maryland system, that might make it easier?
- We have a time constraint so may be best to work with Salisbury for this Fall semester
- Concern regarding opening it up to all schools may not have an advocate like M. Scott for MSGIC who can keep them on track.
- We do benefit from some continuity and the ease of working with Salisbury.

Action Item: M. Scott will pull together some candidates to work as intern with Ashley probably at the junior level.

Question: Is something going on soon w/MSS?

- Conference in October. L. McDermott is still in talks w/T. J. regarding the GIS class for surveyors.
 - Appears that there will not be work stations so it will not be hands on.
- We should discuss how we want to support them and this event. Whether it be a sponsor or booth or some other presence.

- Do agree it is important to support them as they have been a strong supporter of MSGIC.
- Good to be an exhibitor you also get a full conference registration.
- Maryland Chamber of Commerce has dinners and socials and all kind of events down there with the officials.
- May be a good idea to potentially piggyback on their social.

Budget Discussion

- Potential upcoming costs: the MSS Conference \$600, intern \$3K, Constant Contact \$?, Mailbox ?, Chamber of Commerce.

MSGIC AGOL Update

- Trial period extended by ESRI

TUgis 2016

- The DelMarva Conference asked Towson for list of contacts to reach out to the attendees.
- TUgis will send out an email to email list, instead of sharing, promoting the conference.
- Mutual benefit to promote a conference for Maryland.

Question: Would it benefit us to have booth? Are they our target audience?

- Likely everyone there already knows and appreciates MSGIC.
- If we are looking to support a MD conference then that may be more appropriate.

Question: Would a sponsorship of some sort be a better approach? Yes

Action Item: M. Scott to reach out to L. McDermott to get some info the different Sponsorship levels.

MACo Summer Conference

- KCI is doing a Cyber Café and allowing MSGIC to piggyback
- Patrick Callahan is attending and agreed to assist
- Already have a poster printed out

Question: Do we have any handouts or literature? Yes, from a conference ESRTGC attended and TUgis.

Question: You said there is a poster did we provide you something? Using graphics previously had from the GIS Zone.

Question: What about the Winter Conference?

- Difficult being in December and near the holidays. Yes, but they are sequestered there.
- Good to do a conference right after a new group of officials come in.
- We keep talking about doing these events but haven't discussed what we want to advocate on or educate.
- May be more about getting awareness out to benefit our members and their projects.
- How do you help educate people to keep progressing through our priorities?
- Last year asked outgoing chairs to put together a list of objectives that were not accomplished.
- Also asked incoming to set objectives which we need to revisit.

Action Item: Pull out those and resend. They are in annual meeting ppt presentation.

Membership Subcommittee Update

- Wrapped up
- Need to send out Welcome Packet to non-members who attended quarterly

Action Item: T. Martin and J. Fischer to review packets and ensure up to date

MSS/MSGIC

Datum 2022 Subcommittee (Matt Webb)

- M. Webb reached out to James Shaw and waiting to hear back.

Advocacy Subcommittee Description (Mike Scott)

- Paragraph done for Bylaw change
- M. Scott working on complete charter
- Do we want to get that out for a vote prior to elections?
- Can be done in parallel. "X is running for Advocacy in anticipation of the change"
- Now is the time to meet not during session, would get more face time
- Yes, no reason to wait until we get an official chair and subcommittee to start working on this.
- M. Scott – emailed advocacy verbiage.
- Misc - Also found error on Bylaws. Might be editorial and not require vote.

Summer Quarterly Meeting Update (Prince George's County)

- Great turnout and thanks to Patrick for getting a large enough facility
- Patrick uploaded presentations to one-drive
- Very PG-centric but a good variety of presentations

Action Item: M. Stevenson will get those to A. Samonisky

Fall Quarterly Meeting (Talbot County Public Library) AXIS - Breakfast Sponsor

- Meeting Format
- Last year we did our Sponsor presentations during that meeting

Question: Do we want to do that again this year?

- We do have more Sponsors, can we fit them all in?

Question: Do we want to mix those presentations into other quarterlies?

- It will be on the Eastern Shore so different audience

Question: This is also our Annual meeting, right? Yes.

- Breaking it up might be the way to go so as not to snub any sponsors that can't make that meeting.
- Could potentially do the prime slots before lunch.
- Likely these presentations would incorporate projects that affect locals and may entice some of the folks to attend.
- Had discussed previously multi-day TUGis conference and the potential for doing a MSGIC event at the conference.
- Looking for a way to raise the profile of MSGIC at the conference.
- Had been discussed about making that the annual meeting but that ideas hasn't gotten a lot of support.
- The best opportunity to have so many people in one place.

Question: Need to determine what we are looking to get out of the annual meeting. There are certain things we need to accomplish at this meeting.

Question: What about the Caucus breakouts we did previously?

- That went very well.

- Yes, but October would be different as elections just took place and chairs may be changing.
- If we have elections at TUgis, could have the candidates make their case, making the positions a high profile and thus the group a higher profile.

Question: Should we agree to not have a full day of Sponsors?

- Yes, if we could do 3 sponsor presentations prior to lunch at each Quarterly.
- That would also help with future breakfast sponsors.
- Could also handout brochures for those sponsors presenting along with the agenda or have a table with that literature and the agenda.
- May be a way to do a 6 for 1 as there are some big projects out there where multiple sponsors are involved.
- For the Talbot meeting, if we have a hard time filling in the other slots could reach out to additional sponsors.
- Last year the first draft of the agenda was very bylaw financial update heavy. Need to make sure we accomplish those items without bogging down the agenda

Question: Do we want to sponsor lunch again?

- Would be great to see a regular technical presentation from Chesapeake Conservancy?
- Last year we had lunch there to keep folks in the afternoon and also tried to have something big in the afternoon.
- Should we have A. Samonisky look into the potential costs for hosting lunch? Is it okay to have food at the library?
- May want to have a longer networking lunch.
- In the afternoon do we want to do a mini technical training instead of a technical presentation?
- Could we do multiple breakouts? Are there rooms? Allow for people to go participate in the discussion they are interested in.
 - Technical trainings are a good idea for maybe a future meeting where we can plan a venue that would accommodate.

Question: Do we even want to delve into more breakout groups where they go into specific topics (Open Data, funding, meeting needs of future GIS people).

- Yes, that would be a good way to gauge our membership and get those members involved.
- Could identify those who have a more of stake and get them engaged.

Question: What is the capacity for the Talbot meeting? 70 – 85 maybe depending on the setup.

Action Item: M. Scott will look into. Received answer during meeting: 120 with tables or 200+ if not.

Action Item: Look into previous attendance numbers.

Website: Proposed Changes (Lauren McDermott)

- A. Samonisky made some changes. Created and About tab to make getting info on how to Join and become a sponsor more easily.
- P. Callahan has had some issues being a Tier 3 organization not being able to see folks.

Action Item: P. Callahan will send those names. They may have just input their organization name in slightly differently.

GIO Briefing – Barney Krucoff

No updates since Quarterly

Caucus – GIS Coordination Efforts and Local User Group meetings

Local Government Updates – Matt Webb

- Washington County has moved to an Open Data model (free) for GIS data as of July 1st.
- Washington County is participating in the Census Bureau beta for “Community Tiger” program (digital uploading of address and centerline data) for 2020.
- City of Gaithersburg is looking to hire a GIS Specialist. Application deadline is July 31st.
- Anne Arundel County is migrating Geocortex applications to html5; issued a statement of work for CAD system upgrade; are acquiring 2014 planimetrics; and creating forest management plan for the Bacon Ridge Natural Area.

Regional Government Updates – Mara Kaminowitz

- Looking to expand contacts outside of the state which if of interest for regional groups who share boundaries outside the state.
- Still other groups looking to reach out, potentially for the fall.

State Government Updates – Jim Cannistra/Various State Agency Reps.

- Lisa Lowe taking over the statewide orthos.

Federal Government Updates – Vacant

- Cynthia has moved to Seattle and Gretta has also moved.
- Reach out to Census or Federal Highways
- Could also look through member list

Private Industry Update – Patrick McLoughlin

- Had conversations with other Private firms: International Mapping have expressed an interest in becoming more involved.
- Matt, Patrick, Calvin are working on putting together another Southern Maryland user group meeting - Potentially September

Education Updates – Mike Scott

None to report.

Data & Resources Subcommittee – Patrick Callahan

None to report.

- National Grid Standard for the State

Question: Do we need to keep this on the agenda. No, P. Callahan needs to write something up.

Property Data Products – MDP Update

- An issue with bldg. type/style code
- New product – Parcel viewer. Very similar to Finder Online light. Developed with MRIS.
- SDAT database – making a correction to some of the URL’s where 0 XY’s are mapping to WV.

Action Item: Gary to email Josh Exler.

Education Subcommittee – Lauren McDermott

Not Present

- MSS Conference (MSGIC Class on GIS 101) – A. Buzzeo
- LiDAR Workshop – L. McDermott (M. Scott)
 - Outline has been put together and good chunk of the material is in place.
 - Unsure of the where and the when.
 - Think planning on this fall but unsure of anything beyond that.
 - MSGIC training and Towson is funding the room.
 - Need to mention the proceeds of the conference is paying for it.
 - Should be same type of format as GISP workshop

Outreach Subcommittee – Ashley Buzzeo

Not Present

Young Professionals Outreach Update - Sid Pandey

- AGOL GeoForm a potential way to map/connect mentors / mentorees
- Can input needs/ geographic location
- Good to have a geospatial presence
- MSGIC would be wise to maybe tack on to other meetups or doing its own.

Question: Would you be able to coordinate an emerging professional’s meetup? Yes.

Action Item: Sid to write up a proposal with a dollar amount.

- Idea came up for doing a Poster Session during networking break. Reach out to schools.
- Sometimes run into shortened networking time because we are running late and would need to dedicate more time.
- Would need to work out logistics of hanging posters and now more are apps vs paper maps.
- Could put out laptops.
- Those interested could email us get a publisher account and publish app to MSGIC gallery.
- Mara could also provide Server for publishing [services](#).

Social Media Plan – T. Martin /A. Samonisky

- Completed just need to write out.

Website Analytics – A. Buzzeo (emailed)

6/12 – 7/11/15

Total Sessions: 413 (MD)	Top Pages (highest to lowest)	Browsers & OS
New Visitors: 1,399	• Jobs-Internships	• 82% Chrome
Returning Visitors: 279	• Events	• 7% IE
Network (top)	• Minutes	• 5% Firefox
• State of MD	• History-structure	• 3% Safari
• CEM	• Presentations	Mobile
• Ford Motor Co	• Blog	• Apple iPhone
• MDNCPPC	• Local Jurisdictions	• Apple iPad
• City of Laurel	• GISP Application	• Samsung Galaxy S5
• Apple, Inc	Engagement	Geo (top 3)
• General Electric Co	• 1,409 (0-10 seconds)	• MD – 413 sessions
• USPS	• 76 (61-80 seconds)	• VA – 45 sessions
• BMC	• 65 (181-600 seconds)	• CA – 44 sessions

