



MSGIC Executive Committee Meeting Minutes

August 21, 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)
Doug Goldsmith, KCI
Gary Maragos, MDP

On the Phone:

Michael Scott, Salisbury University (Education Caucus Chair)
Patrick McLoughlin, Spatial Systems (Private Industry Caucus Chair)

Open Meeting & Announcements – Julia Fischer

Approval of July Minutes

Meeting Action Items

- *G. Maragos and M. Kaminowitz will look into cost and details of an email service (COMPLETED) - A.* Samonisky signed us up for MailChimp and M. Stevenson has uploaded our members. M. Stevenson sent verbiage to ensure members know what to do to ensure they are getting them. Allows for tracking, can check a box which will tweet out msg, for an added cost can do google analytics. Usually pre-screened by orgs for spam – just need to add to white list. M. Stevenson has done a few tests. Formatted for mobile. Tracks who clicked the social media links or the Sponsor's link. This may be good to share with our Sponsors. Can see who visited our linked in page and subsequently joined.

Question: Are you confident with the member list? Yes using the member list from the site. Will need to work out process for getting bouncebacks to M. Scott to incorporate into master member list.

- *D. Goldsmith sponsoring of other social events(exploring MACo Winter Conference option) –*
 - MACO Recap - Gave exhibitors a chance to present. No one showed up to see the presentations. They did not appear to do any real advertising. May have also been a poor location. Social events in the evenings seemed to be clumped together at the same time. Counties seemed to be well represented less so from the state delegate side. KCI will continue to sponsor the cyber café but will likely invest more time in MML.
 - (M. Stevenson) – Had some good interactions and discussions regarding training DoIT was offering. Attendance from the political side seemed to be low. A lot of time introducing new folks (appointed people). Most of the higher officials Secretaries and higher administrative folks from the state were at the booths. May have been sparse because the elections took place last year.

Question: So based on your experiences – Do you see any gaps where MSGIC could have? It would have been a waste of time. December conference might be the best opportunity. They are confined. Also the theme is TMDL so all the counties will need to buy in and an obvious geospatial component. MACO appears to be all over it and potentially looking at a room.

Question: So how should we proceed as far as planning something? Everything is onsite. Could reserve a room the first night and get happy hour prices.

- D. Goldsmith Maryland Chamber of Commerce non-profit membership - Have been in touch and the Chamber wanted to set us up right away. Cost is \$1000. Asked what the benefits are. They had the wrong information on us initially. Cost would cover the membership. They do have add on's – become a member of the chamber but some events will have a cost. The benefits are? They would say that it gives you the chance to connect with businesses.

Since they are right down the street might be a good idea to invite them to an EC.

The cost seems minimal for the kind of exposure we would get. Might also need to know step 2.

Would mean that we have the persons willing to staff/attend events.

- P. McLoughlin reach out to sponsors about exhibiting their materials at the next quarterly (COMPLETED) – reached out to our sponsors to let them know the format. One has expressed interest for this Quarterly. SSA can if there is no other interest – same with WBCM.

- M. Stevenson has spoken with one a group who would be interested in sponsoring if they can present at the meeting.

- Plan to allow for 15 minute presentations with 5 minutes for questions. Need to give them a final date to let us know. Should we make the date the middle of September? That would give us a month. Suggest Sept 4th – two weeks from today.

Action Item: P. McLoughlin will email our sponsors today.

Question: Have you heard back from Marc Cahoon and Meagan?

- Not Meagan who is IT. Also reached out to Sam.
- ESRGC would be happy to present if slots need to be filled.
- Mark Dunleavy of Worcester County a possibility.

- P. McLoughlin coordinate with sponsors to have 3 present at our next quarterly meeting (COMPLETED)

- M. Scott to identify potential junior level intern candidate. – Will try to some interviews next week when students return.

- M. Scott to reach out to Lauren McDermott to get some info the different Sponsorship levels. (DelMarVa Conf)

- M. Scott will be going to MSS Intro to GIS and Intro to LiDAR.

- Vote to Sponsor at Silver Level: AI 1st and Marshall 2nd

- In attendance: (Yay's) Mara, Matt, Marshall, Julia, AI, Patrick, and Tari.

- M. Scott comment- We need to measure what we are achieving with this sponsorship.

Question: Who is coordinating with MSS? L. McDermott has been communicating with them the most.

Action Item: M. Scott will email her and ask her to reach out to MSS and ask if they would be willing to give us a couple registrations with the Silver. Otherwise folks attending would have to do double duty.

- They do sponsor TUGis and are MSGIC sponsors.
- One of our objectives is to move our training program forward which we are doing at this conference.
- Recommend doing the sponsoring the Thursday general session.

- T. Martin to pull out and resend (subcommittee objectives). In annual meeting ppt presentation

- T. Martin and J. Fischer to review welcome packets and ensure up to date
- M. Stevenson to get Quarterly Presentations to A. Samonisky (COMPLETED)
- A. Samonisky look into options for hosted lunch at Quarterly. – Looking into a couple catering options.
 - Question:** Did we set her a cap? No, she is getting pricing for 80 people and we will vote on that. There will be tables set up in the back.
- Samonisky migrate documents from MS OneDrive to MSGIC Google Drive
- T. Martin to look into previous attendance numbers (in Talbot)
- P. Callahan will send names to M. Scott of members not showing up under their Tier 3 org
- M. Stevenson Follow up with prospective Federal Caucus Chair (COMPLETED)
- P. Callahan to write something up on National Grid standard for the state
- Gary Maragos to email Josh Exler regarding URL error in SDAT database. (Completed) Josh will correct the error. The URLs will be deleted so it does not zoom to 0,0
- L. McDermott give update on LiDAR workshop. Trying to not call it a workshop because there will be no computers.
- Instead market the actual workshop that J. Cannistra will be doing. Will be at MNCPPC.
- S. Pandey to write up proposal with dollar amount for emerging professional's meetup.
- Mentorship program - will do more work on that now that AGOL is back up. Anthony extended our AGOL trial. Looking into the non-profit option. They previously were targeting specific NGOs and seems to have loosened it up.
- T. Martin /A. Samonisky to formalize social media plan (SOP) in writing. (Near Completed)
- Everyone – Review advocacy verbiage prior to sending out for vote

MSGIC Treasurer – Al Wainger

General Update

- Nothing has happened in or out.
- Tax payment will be going out.
- New budgets will be starting which will be Important for sponsors.
- Will be out of the country for the next 3 weeks and will have no cell or Internet service.
- We have Columbia bank. We need to start documenting and need to ensure we have the correct people on the account.
- Al was able update the PayPal email but can't change name from Doug.
- We do have multiple people with access to PayPal as a fall back.

Action Item: J. Fisher will call Columbia bank to remedy signatures on account.

- Another option is to have an accountant as one of your signatures.

MSGIC Business – Executive Committee

Election

- Would like to have email call out for nominations in 2 weeks.

Action Item: EC to look over email wording and give any feedback to Tari.

- Any nominations, get verified that they are interested and point them to the website page of Roles & Responsibilities.
- Document in Google Drive to keep track of current officers and nominees
- Consideration for 2 Federal Caucus Chairs. Would they have 2 votes or have to come to a consensus.
- May want to avoid co-chairs when we can and it also adds to the number necessary for a quorum.

- Nominations – reviewed nominations

TUgis 2016

- TUgis - steering committee and an advisory committee.
 - MSGIC chair would be a standing member on the steering committee.
 - Advisory group would be larger and more of the worker bees.
 - Maybe suggest specific people not named but roles from MSGIC be on the advisory committee. For ex, private caucus chair coincides with exhibitors, and so on.
 - The steering committee: TU Dept of geography chair, MSGIC Chair, GIO, facility, ...workshop subcommittee (aligns w/our education chair) also floated idea that past chair could also.

Question: Would the state and local chairs be of help for the outreach portion? Definitely all interested in helping would be welcome.

Question: With all the contractors working on TUgis is there as much to do to warrant the large number on the advisory committee?

- There is some work because of the changes. For ex the workshops will no longer take place during the conference. These people would be more on call as needed.

Action item: Need to add this to chair roles & responsibilities as appropriate

MACo Summer Conference

MSS/MSGIC

Datum 2022 Subcommittee (Matt Webb)

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

Question: What about getting all our members to put MSGIC on their signatures? Need to clean up a small size logo.

Action item: M Stevenson will mock up and send out.

Question: What about buttons? Have talked about doing lapel pins. Name tagged sized MSGIC free marketing.

Delmarva conference - hold off discussion as that is not until April

GIO Briefing –

5 year for ELA with ESRI has been tabled upon additional questions from the comptroller.

- Treasurer was missing from the meeting.
- Meeting has been scheduled for 5 days prior to the license renewal.
- Would affect AGOL not desktop or servers.
- Support and upgrades go away but can continue to use the software indefinitely.
- 1pm on the 26th meeting will be streaming.
- Have cited numerous examples as to what would be impacted if we went "dark"

ESRI geocoder

- AGOL credits are close to being gone.
- Have turned off access to world geocoder and also composite locator with ESRI has been temporarily turned off.

- A lot of users from out of state but unable to pinpoint who used the geocoder which consumed 4k credits.

Datum 2022 - Matt Webb

- Waiting to hear back from James Shaw who changed jobs.
- Should probably do a touch base meeting and get a list of names from his and our side.
- Should also consider reaching out to the current president of MSS, Bill?

Award for Fall Quarterly

- Any nominations? Jim Cannistra

Question: What is the award? Recognition for contributions to the GIS community in the state.

Question: Do we want to start giving an annual award? We do not have to do one every year. The timing was right for the award for Roger as he was leaving and we were having our first annual.

Question: Should we open it up to the membership to vote? The general membership may not be aware of all the contributions someone like Jim has made.

- Another name was Virginia Peterman. As she started a group and made contributions...
- We need to clarify the wording of the award. Lifetime? We didn't want to pigeon hole only allow for honoring anyone for their contributions.
- Why don't we call it the Roger Barlow award?
- Table for the next meeting.

Website updates

- Info on joining now where the 'join' button goes to.

Action Item: J. Fisher will work w/Ashley to replicate that yellow button

Advocacy

- One comment was that we might want to consider making it an appointed position.
- One advantage would be the ability to extend beyond the current term.
- Do not see an advantage to doing this one position differently.
- Just the bylaw change which established the committee
- Will vote on person as grant subcommittee chair with the explanation that they would becoming the advocacy chair along with the verbiage.

Changing our permanent address

- Voted yay to Annapolis PO Box on church circle. Marshall 1st and AI 2nd
- Will have mail forwarded to secretary

Caucus updates

Local - M. Webb

- No updates. Have reached out to potential nominees.

Question: M. Webb will no longer be the local chair and now works in Millersville. Do we still want to meet here? Yes, the space and central location has worked out well,

Question: Do we need to keep this section in the agenda?

- Maybe do a round the table discussion at the beginning.

- Everyone has the ability to update change the agenda.

Regional - M. Kaminowitz

- Going to talk to southern PA EM/PS group on Sept 15th

State

- Calvert, Worcester upcoming with property updates
- May want to consider with the county boundaries.
- They have been updating boundaries to follow new plats.
- DoIT trainings have been full.
- All 3 trainings once per month and rotate around the state.
- Also doing one at TUgis and formulating for online which would be open to everyone.
- Did a web app builder training how to add widgets and get into then code.
- Statewide imagery - in an in between year. Talk to Lisa Lowe if there is interest in buy ups or other changes from the core products.

Question: Is it eastern shore that is first? Think they were just done and that it would be western that would be done first.

Action item: Need to double check with Lisa Lowe and get that on IMAP
Jobs now behind member area

Action item: Add some statistic on the teaser page #of jobs listed? Also work on