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A commitment to excellence in the development and coordination of geographic information technologies.

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MSGIC Executive Committee Meeting Agenda

Friday, June 10, 2016 9:00 AM – 12:00 PM

2660 Riva Road, Heritage Office Complex, Parole, MD 21401

AAEC Multi-Media Conference Room, Suite 200 2nd Floor

Conference Call Details: Bottom of Document

In Attendance:	On the phone:
Marshall Stevenson	Linda Liptrap
Matt Sokol	Allen Blades
Julie Spangler	Jeff White
Patrick Callahan	Stephanie Martins
Mara Kaminowitz	Mike Scott
Julia Fischer	Ashley Samonisky
Glen Sine	
Al Wainger	

Open Meeting & Announcements – Marshall Stevenson (MSGIC Chair)

- Approval of Prior Meeting Minutes
 - Motion to approval
 - Julia second
 - approved
- MDP/MDE Request to establish planimetric capture standards (Stephanie Martins (MDP) and Jeff White (MDE))
 - PRESENTATION
 - Stephanie Martins
 - For last 3+ years MDE and MDP have been working on a new version of the Chesapeake Bay model (nutrient & sediment loading) for new run in 2017
 - Key input of model is land use/ land cover dataset
 - Main issues during Phase I WIP program was that the land use inputs were incorrect and therefore the model wasn't as useful as it could be for decision making
 - Land use workgroup convened by CB Program
 - Other key data sets include planimetrics and impervious layers
 - Layers are developed inconsistent format and scale, what features were actually delineated
 - Had to use analysis and assumptions to fill in the gaps
 - Goal is to reduce level of effort required to update the model by creating some standards/guidelines to facilitate modeling
 - Jeff White
 - Initial idea of standards/guidelines was from a local government at TUGis; want to get the counties together to talk about use cases. Task was too resource intensive for the state to standardize the data.



- Stephanie—is there are minimum specifications for this type of data then local data can be incorporated with fewer or no assumptions instead of being massaged
- DISCUSSION
 - Al Wainger—isn't the challenge that the initial datasets are often developed for different reasons and difference funding sources. FEMA has floodplain guidelines for planimetrics already. But since funding is from so many different sources it can impact the granularity of the data.
 - Allan Blades—attempted to create a standard to use with different counties, but they all have their own preferences. Adopting something that is already a national standard would be useful. Counties need to be invited to the table for a working group.
 - Al—Does MSGIC want to take on a data standardization group at the state level? Patrick C—his experience has shown this is difficult. Marshall—Suggested Stephanie review those FEMA standards first, because that might be a good approach. Patrick C volunteered to help. Maybe shy away from “standards” and lean towards “guidelines” or “minimum recommendations.”
 - Patrick C—does dataset that they built for the model have a standard supporting it? Jeff—model needs land use ACRES; it doesn't focus on spatial data. Age of data/imagery is also an issue because layers can be out of date.
 - Mara—if you were able to establish a guideline would there be any way to provide some funding to the counties to support their work to develop the needed datasets? Jeff and Stephanie do not know. Mara—is there any outreach planned directly to the counties?
 - Jeff—in touch with county environmental staff, but need to get in contact with the local planning and GIS staff as well. Patrick C—by having Jeff & Stephanie reach out beyond the environmental group would go father since GIS/IT groups are generally the ones that will procure the planimetrics data.
 - Marshall—what is the biggest impact—the age of the data or the actual data itself? Which impacts the model more significantly? Stephanie—distinguishing feature types has a huge impact and then they could project forward more consistently. Marshall—what is an acceptable timeframe for data updates? Should it be updated every 5 years? Stephanie—there is a tipping point where age matters more than features and vice versa. Marshall-this isn't just a recommended schema but also a recommended update frequency. And many jurisdictions may do a partial update instead of a full update so there is still good information to harvest.
 - Patrick C—will have to handle each jurisdiction separately.
 - Glen—AA Co did everything
 - Mara—Do you need all the planimetrics for the model or do you only need certain layers like impervious surface?
 - Marshall—has there been any focus on automated extraction from imagery since the state does fly very consistently.
 - Matt—there are companies that focus on this data creation.
 - Stephanie—effort within the Chesapeake Conservancy for automated interpolation of land cover. This is being done Bay-wide. The preliminary results of that show that the county level data is still more accurate than just the automated extraction from the imagery.



- Marshall—are they using lidar data? Jeff—they were using NAPE 2013 and whatever lidar was available. Used NAPE because it needed to be consistent across the watershed.
- Mike Scott—lower res imagery is actually easier to interpolate because of less mixed pixels, etc.
- Marshall-Do certain counties have what you need and others don't? Jeff—even within the MS4 there is significant variation in the data that is available. Isn't really geographic.
- NEXT STEPS
 - Stephanie—started to write up a one page document to outline the idea; want to go back and revise the document and then come back and ask for more formal feedback, then decide where it can go next.
 - Patrick C—suggested presenting at a quarterly meeting
 - Marshall—considering next meeting and fall meeting because audiences will be different
 - Stephanie and Jeff to coordinate with Marshall and Patrick McLoughlin to set up the presentation.
- Open/General Discussion
 - Anything new?
 - Patrick C—MWCOG kicked off NextGen 911 project and they are looking to create a regional dataset of all public safety layers. There has not been outreach to the state at this point but there will be regional datasets in the future.
 - Mara—has been aware of the MWCOG project, has a meeting with Kenny next week to discuss.
 - Next Steps: Mara and Patrick C to discuss prior to meeting next week.
 - Patrick C--GDX is going away, but is moving to the AGOL platform. Biggest concern is how they will manage security. Fairfax is pushing the initiative.
 - Mike Scott--6/13 at water science center at USGS is the kickoff for the MD elevation group to involve people in the planning for maintaining and expanding the elevation dataset in MD. 1-4 pm at UMBC and there will be a Web Ex.
 - Marshall—wants Ashley to push this info out on Mail Chimp. Mike S will send information.
 - Julia Fischer—next Friday is the national parcel data summit. Is anyone going? Hosted at USGS HQ in Reston. HIFELD support team (David Alexander.)
 - Ashely to add this to the MailChimp too—Julia will send information.
 - Linda—will be participating on behalf of Census and thinks it would be good to have additional MD representation.
- Al Wainger—Right now Julia is the only person who can legally sign a check. Al would like to see Chair, Vice Chair and Treasurer be able to sign. This is not in the charter. Needs to have redundancy. Julia will call Columbia Bank and find out what needs to happen. Shoot for September since Patrick will be chair at that point.
- Outstanding Action Items
 - Webpage announcement regarding 90-day grace period for membership renewal (Ashley)
 - Explore new system to track membership payment to consolidate/replace current systems (Matt and Sid)
 - Matt—started looking at cloud solution CRMs.
 - Salesforce



- Insightly-integrates with Mail Chimp. We would want the basic version which is \$12 per user per month. Give 50% discount for non profits.
 - They can use IFTTT apps to use PayPal.
 - Matt to sign up for the free version to test it out.
 - The PayPal piece is tricky.
 - Mara—BMC uses Insightly so she will ask for feedback.
 - Also has an API where you can use credentials. But it is just a pure data call API; no tools.
 - Marshall—can members search the database? Is there a way to secure that within Insightly?
 - Matt—you can export the data and then maybe it can be pushed to Mike to go to the website.
- Marshall--Implementation/deployment/migration of new solution will be assigned to intern
- Matt-Some others integrated with WordPress but there was no support.
- Internship advertisement (Sid, Tari, Julia)
 - Glen Sine—had 13 respondents then interviewed 8 applicants on Wednesday; narrowed it down to two candidates.
 - Potentially implement senior and junior internships to hire both
 - Start dates—ASAP.
 - Julia—what is our current internship standing? Marshall--Ashely is not getting paid. Ed is resigning his position (his last day is today.)
 - Marshall—how do we get them up to speed? Ashley—she can meet with local intern in person, and do a remote orientation with the other. Mike Scott offered Ashley his WebEx to facilitate. Ashley leaves for Scotland next Friday. Salisbury needs to get paperwork set up. Ashley will set up meetings with interns and cc Marshall. Tari or Glen or Matt Webb to call to let them know they are being hired. Ashley to have interns start thinking about quarterly, the social, MaCO and emerging professionals group. Marshall—can Ashely check to see if the interns can attend MaCO one of the two days to assist with the booth. Julia would like to see intern time dedicated to the emerging professionals group.
 - Marshall-need to vote on hiring—makes motion to hire both
 - Second by Patrick, unanimous in room, Allan and Ashely vote yes, Mike Scott abstained.
 - Julia & Glen—the rest of the candidates were very strong in GIS. Glen wants to interview one of the candidates that wasn't chosen. Julia suggested we share resumes with groups searching for interns and share groups searching with interns. She suggested a resume/intern fair like a half day. Patrick C maybe drop resumes at MSGIC and pass them out. Julia have a job list and a resume list. Julia—paid MSGIC members have access to intern pool; even nonmember interns can put their resume in the pool but market the benefits of being a MSGIC member. Also cross sell the emerging professionals group.
- Summer Quarterly Social (Julie and Mike S.)
 - Ashley will have interns start to coordinate this. Date is confirmed as July 22.
 - Patrick McLoughlin—update via email to Marshall—has two full presentations and student presentations planned. Allan Blades is working on lightning talks.
 - Julie—agenda
 - Esri UC on the agenda? Julie to ask Patrick McLoughlin about this.



- What about drones? AI can present as Baker has a COA in MD.
 - Mara proposed setting up a ½ day session through BMC.
 - AI to talk to Patrick McLoughlin

MSGIC Treasury Report - *Al Wainger*

- Update
 - AI—expenses are in the beginning of the year. Already ahead of last year.
 - Julia
 - Social after the July meeting that MSGIC will cover
 - Fall annual will have lunch covered
 - Breakfast at the trainings has been covered
- Current Unpaid Orgs.
 - City of Cumberland
 - No reply
 - City of Salisbury
 - No reply
 - Maryland Legislative Services
 - Julia to reach out; they may not wish to renew.
 - Baltimore County Government (emailed)
 - Rob Livermore is the contact.
 - Chesapeake Environmental Management, Inc. (emailed)
 - Eastern Shore Regional GIS Cooperative (emailed)
 - Maryland Society of Surveyors (emailed)
 - New treasurer and president
 - They just take a long time.
 - *QA & Latitude are active because of the timing of when they signed up at the end of last year.*
- Marshall--Everyone that is not current is not active in the database.

MSGIC Business

- GIO Update
 - Julia
 - Going to BPW either 6/22 or 7/6 with software master contract to be in place 8/1. Has 5 companies to purchase GIS software from.
 - State training program is going well; training in Frostburg was well received.
 - Coming up soon in Salisbury
 - Wants to open 5 seats in each training to local partners; will hold until a certain date and then open them back up to state employees to fill.
 - CATS + TORFP for GIS support and services closes on 6/24 at 2 pm.
 - Will have more RFPs in the future—at least one more by the end of the year. (will not be the SaaS)
 - Julia attended imagery pilot review meeting yesterday for Cecil Co. The data looks really good. Want to have all blocks delivered by November.
 - LiDAR/elevation meeting is Monday. ESRGC deliverable is a draft for creating a LiDAR program that is similar/on par with statewide imagery program. Funding will be a challenge since there is no funding source like the Numbers Board for the imagery. Discussion is broad and deep right now.



- Matt—dashboards continue to be very popular. Julia—in the upcoming year there will be more procured. There are 3 that cannot get out of the approval process. One is the operating budget; cannot get it past the last hurdle to get it launched to the public.
- Julia—GIS office inherited open data a few years ago; role continues to expand to include other enterprise applications. The group is becoming more of a data innovation group within DoIT.
 - Glen—had someone contact him from MNCPPC to ask if the authoritative data steward is listed in the open data portal.
 - Julia—two systems in parallel Socrata and Data Catalog; will be working to integrate the two systems in the longer term. For the short term, Jessie Cahoon is working on a status dashboard for MDiMap services that will hopefully be launched around the end of the month. Will have notices for lidar, imagery or the composite locator on the front page for issues. Updates are not covered at this point.
 - Marshall—will data that is added to MDiMap be exposed as tabular data in Socrata? Matt—not exactly—it is searchable, but it is a link back to the iMap data. There aren't two copies of the data. MDiMap Data Catalog does not allow for the discovery of non-spatial data.
- GISP's in Maryland - *Mike Scott*
 - Mike Scott--No update; will reach out to Bill Hodge to get up to date info from GISCI.
 - Newest version of the exam will be used at the end of June. Mike is beta testing the exam next week.
 - Marshall—use list to recognize MSGIC members and to find GISPs that are not members.
- Conferences
 - MACo Summer Conference 8/17-20
 - GIS Discovery Zone Exhibitor
 - Marshall—MSGIC has a booth and has officially signed up. We have 5 registrations.
 - Need to updates sponsor board. Interns have graphic art skills. Files are posted on Google.
 - Julia has the booth. Patrick C can take the booth. Julie has the tote. Hand off to Patrick can happen at the Summer Quarterly. Marshall has the bottle openers. We will be handing out the bottle openers at MACO.
 - Patrick and Marshall will set up on the Wednesday to set up the booth.
 - Mike Scott/ESRGC to print out the updated sponsor list.
 - Patrick C—who will be staffing the booth? Needs to be figured out.
 - If anyone is interested in attending, Marshall needs to know to get the badging taken care of.
- Quarterly Meeting Updates – *Patrick McLoughlin*
 - Summer Meeting (Eastern Shore)
 - Covered earlier in outstanding action items
 - Fall Meeting (?)
 - Will be held in central MD; no update.
- Education



- Julia updated the website with upcoming training opportunities.
 - July—Art Lembo wants to do an open source GIS workshop.
 - August—LiDAR workshop in Salisbury
 - September—Doug A GISP cert workshop---location TBD
 - October—Python workshop with Art at MNCPPC (tentative)
 - November—intermediate AGOL workshop again
 - December—NG911 workshop—likely Frederick Co
- Julia—establishing training policies
 - Enforce MSGIC membership; attendees have two emails to sign up for MSGIC before they are deleted from the roster.
 - Uses a sign in sheet
 - Cut off will be 30 minutes after the workshop starts.
 - Tari, Mike and Julia are proposing this to the group; once we agree on policies we will post to website.
 - Don't give certificate if they aren't on the list and aren't paid up
 - Julia is tracking no-shows; if you sign up twice and do not attend, then you are not able to sign up for a training session for a year.
 - Julia will type up the proposed policies as they would be presented on the website and will share with the EC for comment.
 - Mara—could training sign ups happen behind the firewall? Julia doesn't know if that is possible, but will look into the possibilities.
- LiDAR Workshop – *Mike Scott/Julia Fischer*
 - Next one in august
- MD iMAP Intermediate GIS Training (6/7 @Towson) (Next Offering 11/16?)
 - Julia—was for members only; was replicated from state program for MSGIC members, there were no state employees in attendance (that is good news) and had people come from far counties to attend.
 - Marshall is looking to hold the next training 11/16. He is working to confirm date with Ardys.
- Other Educational Outreach Efforts
 - Special tanks to Julia, Mike and Tari for their investment in the training program to really help MSGIC develop an identify.
 - Julia—maybe get Jessie to teach webapp builder
 - Julia--NG911 training will be first training that will accrue cost. Right now it is through URISA and we could partner with URISA to split the cost (\$1000 total). A potential issue would be partnering with them given their unstable status as a group. We have time to make a decision. Sandi Stroud will be teaching the class; she is waiving her fees but MSGIC would cover her travel costs. Mara—thought URISA was giving some of the fee to the instructor? Tari was not online to confirm. Mara—are we in murky waters by paying a former board member? No one thought so. Julia suggested that NG911 training be open to more than just the MSGIC membership to connect with emergency management community. Marshall—can the RSVP be set up far enough in advance so that if there wasn't enough interest MSGIC could opt out? Julia to look into options; we're purchasing the licensing and not the specific date. Likely have opportunity to move the training to another date. Glen—is there a max number of participants? Julia to check.
- Marketing/Outreach/Advocacy
 - Ashley—proposes to migrate domain to Google to add additional functionality and tools. Can have unlimited generic email addresses? Would be paying Google to host the domain.



Julia—we would have to be vigilant about being blacklisted/blocked and make sure people are actually getting our emails. Ashley would like to test it with one account with Mail Chimp, if it works, then gradually migrate. Marshall made a motion to implement, Julia second. Motion approved.

- Emerging Professionals – *Sid Pandey*
 - No update.
 - Sid sent an email...not sure what this was about...
 - Mara—we need to follow up more quickly/timely with Sid's ideas.
 - Julia—has asked Sid for a budget but is has not been submitted to date. We need to assist him with preparing that to present to the group.
- MSS/MSGIC - *Patrick Callahan/James Shaw/Matt Sokol*
 - Datum 2022 Subcommittee
 - No update.
 - National Grid
 - Matt—no updates. Will follow up with Cole.
 - Patrick C—do some resources/materials need to be posted online? Yes—Matt will work on getting it posted.
- New Business

No new business.



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