



Maryland State Geographic Information Committee

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

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MSGIC Executive Committee Meeting Agenda

Friday, November 18, 2016 9:00 AM – 12:00 PM

7400 York Road, Towson, MD 21204

(3rd Floor Conference Room 301)

Conference Call Details: Bottom of Document

DRAFT MEETING NOTES → send feedback/questions to Julie Spangler (jspangler@jmttg.com)

In Attendance:	On the phone:
Marshall Stevenson	Sid Pandey
Patrick McLoughlin	Mike Scott
Julie Spangler	Mara Kaminowitz
Ashley Samonisky	Glen Sine
Lynda Warthen	Erick Pate
Brad Spittel	Jake Lloyd
Tari Martin	
Peter Hanna	
Doug Adams	
Kevin Coyne	
Dawn Blanchard	
Ardys Russakis	

Open Meeting & Announcements – Patrick McLoughlin

- Approval of Prior Meeting Minutes
 - Marshall motion
 - Dawn second
- Julie will work with Alison to post draft notes ASAP and replace with final notes once approved
- Marshall would like to see the quarterly meetings up within a week
 - Have Alison send an email when they are available
 - People are asking for minutes
- Marshall to give all new members access to Google Drive
- Open/General Discussion
 - Patrick M: Any other topics?
 - None right now.

MSGIC Treasury Report - Al Wainger

- Update
 - Started the year at \$19K. Income of \$17K. Spent \$12K. Balance is at \$24K. Net income of \$5K.
 - Sponsor dues are primary income. Need to reach out for 2017 dues. Patrick and Ashley to begin contacting
 - Spent money on training and conference. Need other ideas for how to invest the money back in the members
 - Booth
 - Conference service



- Intern
- Marshall—DoIT is looking to host an ArcGIS Pro course. That may be an opportunity to offer to MSGIC members (2-day class)
 - Ardys—has MSGIC set up an annual budget that includes a designation for training? Marshall—Al had set up a budget for 2016. Need to do this for 2017. Our membership is increasing because of the training. Julie – Has anyone sent out a training survey recently? Marshall-yes, TUGis did this. Maybe a way for Tugis to be engaged throughout the year. Patrick—revisit the surveys and maybe see where interests lie. Ardys—Tugis can send the survey. Marshall—need to expand the audience, have organizational members reach out within their orgs to others. Julie to put together some examples. Ardys to send Marshall last survey.
- Patrick—another area is conference attendance/sponsorship for investing money.
 - Winter MaCo-was difficult to tell last year that MSGIC was a co-sponsor. Conference is high density and excellent access to decision makers.

MSGIC Business

- Executive Committee Transition
 - Patrick M-new members connect to old members to understand expectations of the position
 - Dawn has not spoken to Allan yet
 - Kevin has talked to Matt Sokol
 - Lynda has talked to Glen but could use more information
 - Erick has talked in detail with Mara
 - Outgoing members stay in touch through the end of the calendar year to facilitate the transition
- Maryland Elevation Working Group
 - A meeting took place two weeks ago. Patrick C suggested MSGIC have more involvement and/or lead that effort.
 - Looking to establish standards for LiDAR collection
 - Move LiDAR into its own state contract like ortho program
 - Patrick C wants to add the working group under the data and resources subcommittee
 - Kevin—discussion about making group more official
 - Roger Barlow coordinates the meetings, is intellectual lead
 - Mike Scott—ESRGC put together the draft plan; it is under review
 - Marshall—add something to website regarding the existence of these working groups and introduce the leads (who to reach out to) and market that there will be a lunch session at TUGis. (Public Safety/NG911 & Elevation Working Group.) Julie will solicit write ups from subcommittee leads and have Alison post to website. Subcommittees will need to coordinate with Jake.
 - Ardys noted that there is a lunch session set up for the group at TUGis again this year. Dr. Scott reported that there were 10-12 people; Roger was looking for up to 20 people. Dr. Scott suggested that lunch be used to loosely organize groups of people on various topics (drones, elevation, etc)



- Lynda—need for public safety group, need for sharing data and applications between jurisdictions. Peter—NG911 will push the issue because jurisdictional boundaries are dissolving for response. Will need to reach out to PD and emergency management groups. Tari—broad topic of public safety but make specific meeting topics known as needed for focus.
- MD DoIT GIO Update
 - No update (Matt & Julia not in attendance)
- Intern Payment
 - Patrick--Previous budget was \$5000 for one intern; we have two interns. What budget do we want to establish for the two interns, how many hours, etc?
 - Marshall—what is the avg number of hours they have worked each month? Ashley will get report from ERSGC and compare to what her burn rate was.
 - Patrick—since the end of May \$2184 until now. Ashley will put together estimate.
 - Advertise intern by TUgis. April and May to interview, start June 1. Lauren graduates. Alison will stay on with us. **Will need to spin up a working committee to interview (no task owner yet)**
- Explore new system to track membership payment to consolidate/replace current systems - *Matt and Sid*
 - Ardys working to set up Hubb. MSGIC will need to see it to decide if it meets our needs. Registration module is what will manage the memberships. **Kevin will take over Matt's role.** Patrick—currently have a test with Insightly. Just need to contact them to have them turn it back on. Data has been imported. Very similar to Salesforce.
- Conference Call Service
 - Patrick—at our last meeting Patrick proposed that MSGIC acquire its own conference call service. We've been using volunteered services up until now but with meeting locations rotating we would be well served by our own service subscription. Patrick suggests Go To Meeting, WebEx or Skype for Business.
 - Voted last time to spend the money; need the debit card to pay for it. Patrick to see if we can get a discount as a non profit. Wants to have this in place for December meeting, January at the latest.
 - WebEx will be the first choice. **Patrick will lead effort.**
- Exhibit Booth Panels
 - Patrick--Content on panels will be discussed this afternoon.
 - Voted last meeting to purchase those so they are ready for TUgis.
 - Would be able to set up for quarterly meetings as well since they are easy to set up and transport
- Conferences
 - TUgis
 - Patrick—after the MSGIC meeting there will be a tugis planning meeting; MSGIC is one of three primary contributors (DoIT and TU)
 - Financial support (\$4K this year)
 - Joint presence with MSGIC coordinating effort for Tugis rather than just a paid sponsor. Frees up the breakfast sponsorship for someone else.
 - Ardys—many companies like to sponsor and not have a booth.
 - Julie—are we going to have the resume review again this year?



- Patrick- student focus at the quarterly
 - Lynda—open up the resume review year round?
 - Julie-mentor program with Shawn Wampler
 - Ashley—Sid, could resume review be rolled into EPG? Sid suggests maybe having a working session rather than one on ones? Work with small groups of people. Marshall—session before lunch and after lunch? Ardys & Marshall—still have a sign up, but block two time frames for a working session. Mara—maybe also set up a GIS resume workshop. Maybe limit to format review. Julie to reach out to reviewers from last year for feedback; will talk to Mara for insight about format, etc.
 - MACo (Winter)
 - Patrick—will likely not sponsor anything for this conference this year
 - Quarterly Meeting Updates – Patrick Callahan
 - Winter Meeting (January 18th)
 - Charles County or Calvert County
 - College of Southern MD (rental fee) La Plata campus
 - Currently have a placeholder room reserved here for 1/18/17. Initially was \$300; price might drop.
 - Erick--School is in session, would parking be an issue?
 - Library at Prince Frederick may be an option. Can accommodate up to 90 people. Cannot physically get into the building until 9 am. Was used for the Southern MD GIS meeting. Not available the 18th though. Erick, Patrick and Patrick to discuss over email.
 - Esri asked to present at the meeting; want to talk about training program. Julia has another contact who wants to present. Patrick C will reach out.
 - West Waldorf Library
 - Constellation Emergency Services Center
 - Spring
 - Western Maryland
 - Hagerstown or Frederick?
 - Patrick--Past two years we've used Hagerstown Library. Do we want to go there again? What are some other options? Lynda will look for locations that meet our capacity. Lynda to talk directly to Patrick C.
- <BREAK>
- Education
 - Getting Ready for NG 9-1-1 11/29 and 11/30
 - Tari—couple of updates
 - Attendance
 - Crownsville only has 3 seats left (50 total seats)
 - Frederick as 32 remaining seats (50 total seats)
 - Working with interns for outreach
 - Peter sent email to a number of people; doing second push to reach all agencies
 - Ashley assisting with outreach; Marshall shared with emergency managers
 - Kenny has also been sending it out to different groups as well



- Lynda—can we invite other jurisdictions? YES. Peter also border counties with PA. Marshall—send to Bud to share with western MD user group. Mara to also facilitate; she will send an email to her PA contacts. Marshall—also distribute through COG.
- Sandi asked for a list of attendees
- Patrick—should we look at who has not registered and then focus outreach to those folks? Tari—Julia has the list. Will need to talk to her.
- Tari—will have expenses coming up. \$\$ still in line with what was voted on during the October meeting.
- Marshall—will MSGIC be speaking at any point? Also will there be Q&A? Tari—yes, wanted Julia to be on the line to discuss scenarios for format for the session.
- Peter will be attending both sessions. Marshall suggested Peter speak for a minute on the workgroup that he is leading.
- Marshall—MSGIC could focus on the fringe counties that are not part of COG or NCR initiatives.
- Tari—suggested Lynda maybe talk for a few minutes. Lynda suggested letting people know where to start since it is so overwhelming. Marshall—what is left in the day timewise after Sandi speaks? Maybe Robert (NCR) can speak? Tag team of Robert and Lynda to give information. Marshall—need to be prepared with next steps beyond the workshop because people will be asking what comes next.
- December 8 is the PSAP training day at the Bowie PSAP
 - Occurs on an annual basis; MSGIC will coordinate a panel discussion that day.
 - Panel to include Tony Rose (Charles), David Shipley (Wicomico), Erick Pate (Calvert), Patrick C (Prince George's) and Julia (GIO).
 - Numbers board looking to MSGIC for expertise
- Intermediate ArcGIS Online and MD iMAP Workshop
 - Last session was two days ago; 6 seats were filled. But only a few people attended. Ardys—about 1/3 do not show. Marshall—the folks that do not attend often do not even contact anyone to let them know to not expect them. Suggests we send a blanket email to remind members that while the training is free it does have a cost associated with it. Have interns send an email to everyone. Mike Scott—messaging to include that you are committing to a seat and potentially taking that spot from someone else. Tari—can we put a note that if something changes and you cannot attend contact someone? Patrick M—there have been training classes with wait lists. Ashley—is there a cancel button on the event brite?
 - Lynda—could any of these trainings be offered as web classes? Marshall—most, yet Lidar would need to be at a set location because of data demands.
- LiDAR Workshop
 - Mike Scott—trying to pull together January date. Will be located in Salisbury. Kevin—with services moving from ESRGC to DoIT, DoIT will be providing tutorials, etc.
- Other Educational Outreach Efforts
 - No other efforts discussed



- Marketing/Outreach/Advocacy
 - Ashley—there is no update at this point. She is continuing to coordinate interns. Tari suggested that they get in the habit of a reply all on emails. Tari—also suggest that whoever requested the email be included on the distribution to provide confirmation that it went out and what it said, etc.
 - Ashley—our nonprofit status has been approved by google. She is continuing to review the capabilities.
- Emerging Professionals – *Sid Pandey* (provided update to Patrick)
 - Sid wants to define role of advocacy chair.
 - Will plan more EPG meetings.
- New Business
 - Business Licensing Data – *Doug Adams*
 - Doug—trying to get info for industrial permits for sewer connections
 - Tried to harvest data from DLLR and MD Judiciary.
 - Suggested that this is a statewide need; He now has access to data through MD Judiciary and has contact at SDAT for business registry information.
 - Suggests that this data be stored in a service in iMap but did not get much backing from GIO’s office. Doug is willing to chair a working group to work to define the business case for this data and hand it over to the state. There are datasets missing that will likely need to come from DLLR and attributes that would need to be added to the tracking systems.
 - Marshall—his experience is that he passed data and the stewardship contact info to the GIO and then they took over updates of that data.
 - Doug would like to see the state take the lead to provide this data to the local jurisdictions rather than the locals being forced to use third part datasets or track down the data on their own.
 - Doug is asking for a working group under the data and resources subcommittee. Marshall has volunteered to assist with the committee. Doug would like the committee to be 10-12 people willing to meet with stakeholders and write business cases. Has NG911 impacts for common place names. Ardys suggested that county economic development offices would be worth reaching out to. Peter—consider 911 needs to uniquely identify the business; possibly include the address.
 - Kevin volunteered, Peter volunteered;
 - Marshall suggested also engaging the DoIT liaison for Commerce. Also Will Melville, Marshall to facilitate.
 - Doug to send Julie info; Ashley will set up pages for each working group.
 - Kevin—does Comptroller’s office have any info? Doug—that is going to be part of the discovery process.
 - MSS and GISP Requirements – *Doug Adams*
 - MSS has been requested by DLLR to help provide names to stand up a committee



to license remotely sensed data. Last done in 2001. There was a lawsuit in PA and an article in the KY engineer magazine (spring 2015—online, revised in summer 2015 issue.) What this could mean for us as GIS community in MD where we could have regulations in place for folks to certify lidar, ortho, photogrammetry data within the state. Concerned that we as GIS community haven't heard of this as much as it has been second hand info. Will have major potential downstream implications, especially with NG 911 data development. Need to be prepared as a community to address less; could be used to raise the level of competency of GIS professionals. MSGIC needs representation on the Photogrammetrist committee. Need to monitor the minutes and possibly attend the meetings. Would also want to reach out to 911 community to raise the bar on GISP credentials; maybe don't have to have a licensed photogrammetrists as much as our programs have to be driven by GISP certification.

- Ardys—is there a liaison to DLLR through DoIT? Marshall—doesn't appear to be; there is someone to economic development, but not specifically DLLR.
- Doug—if MSGIC wants to follow his recommendations, we need to reach out to DLLR and ask if we can name a member as MSGIC to the committee. Second, need to get in closer with MSS as well and go to the land surveyor meetings. Patrick—create a stronger voice with MSS through our connection with MSS through James. President elect of MSS attends the committee meetings with DLLR. [how defensible will GIS data need to be in court when it fails within NG911—GIS Centric data is taking on a new level of needed reliability and accountability]
- Doug—are there any certified photogrammetrists working in the public sector anymore?
- Next steps will be to reach out internally to EC and EC contacts to get educated on the topic, also reach out to DLLR to ask for a spot on the committee. Target beginning of next week to engage in conversations—Julie & Patrick M.

[Join Skype Meeting](#)

Join by phone

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