



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, December 9, 2016 9:00 AM – 12:00 PM

MD DoIT Offices - 100 Community Place, Crownsville, MD 21032

(1st Floor Conference Room - Side A)

Parking: Open - Visitors need to sign-in with guard at front desk to obtain a visitor badge

Conference Call Details: Bottom of Document

In Attendance:	On the phone:
Marshall Stevenson	Sid Pandey
Patrick McLoughlin	Brad Spittel
Julie Spangler	Jake Lloyd
Lynda Warthen	Noemi Mendez
Kevin Coyne	Peter Hanna
Dawn Blanchard	Ashely Samonisky
Ardys Russakis	
David Alvarez	
Allan Blades	
Kenny Miller	
Mara Kaminowitz	
Matt Sokol	
Julia Fischer	
Charlene Howard	
Erick Pate	

Open Meeting & Announcements – Patrick McLoughlin

- Approval of Prior Meeting Minutes
 - Marshall motion to approve
 - Dawn second
 - approved
- Open/General Discussion
 - Pat M—review of Numbers Board Planning Day (12/7/2016-Bowie PSAP)
 - MSGIC given opportunity to coordinate presentations to those in attendance to share knowledge and experiences related to NG 911 and data
 - Julia Fischer, Erick Pate, Tony Rose, Cathy Lewis, Peter Hanna presented
 - Kenny: Set out for an hour, but talked for 1 ½ hr + that generated a lot of dialog. Erick answered questions longer than he presented. Peter scared everyone with his presentation.
 - Peter: wanted to raise awareness of the data requirements; GIS dominated the meeting dialog. Afternoon sessions went really well when vendors left. He has some additional direction for the working group to gather of examples of border issues from jurisdictions to start a discussion (similar to cell tower project.)



- Julia F: another action item for MSGIC as a whole to clearly be a significant portion/role in NG911 and public safety in general. As GIS community, have to have a clear list of GIS professionals that are going to be supporting the PSAPS and of the non-GIS professionals who are making decisions and supporting the process. We need an initiative to get a list of names from each county so that we have at least one person from each county as a contact.
- Lynda: Gave Peter's contact info to NCR project manager [missed name]. NCR is tackling the border issue right now as well.
- Peter: head of the board briefly talked about funding and how they plan to support NG911 outside of the NCR region and they plan to move quickly.
- Pat M: yesterday's meeting was the public safety audience for 911, but is a priority item for the state. This topic was also discussed at the MaCo conference.
- Julia F: Tony Rose challenged everyone in the room yesterday to go and hug your local GIS person → he is an advocate. It is also our responsibility to make ourselves familiar with our public safety representatives.

- No other topics

MSGIC Treasury Report - Al Wainger (not present)

- Update
 - Pat M reporting: Still bringing in more than we are spending.
 - Will be reaching out to sponsors for 2017 dues
 - Want ideas of how to spend the money in the best interest of the membership
- Conference Call Service
- New Booth
 - MSGIC Credit Card/Debit Card to facilitate ease with recurring charges. Treasurer is not in favor of this; Pat M wants Al to share these concerns. **We will discuss and vote on this in January 2017.**
 - Marshall—Card could be held by Al; would need to discuss the process/approach to using the card. Would be a much cleaner paper trail.
 - Julia F: Flip side → recent NG911 training, Tari floated hundreds of dollars with the expectation of getting reimbursed. Even with the checking account, passing off the authority has to be cleaner.

MSGIC Business

- "Photogrammetrist" Committee - DLLR/PLSLB
 - Pat M: Follow up on conversation Doug A brought to the table in the November EC meeting. MSS/DLLR committee;
 - David Alvarez has offered to share information and participate in this discussion. Director from the Potomac region ASPRS. ASPRS has a group that works with each state as far as the definition of photogrammetrist. Few places where there were issues; WV example. To do any imagery acquisition for cadastral purposes, you have to be a licensed surveyor. To be a land surveyor in WV, there are significant requirements for boundary surveys to get the license. ASPRS is working with each of the state so that the photogrammetrist is grandfathered into the clause, so they don't have to be land surveyors but can still manage



the projects. Florida is another example with stricter definition for photogrammetrist where at the last minute they embedded GIS into the definition. GIS person collected hydrants, but under FL law, he was sued because violating the statute because of the public safety impacts. Line is blurred between roles because of technology. Need to keep an eye on definitions surveyors use with their work. Not a national effort—each state is managing their own licensures. UAS also a part of the discussion.

- Julia F: had been asked in late October to be on the aerial mapping photogrammetry committee; Patrick Simon of MSS (president) and Steve Long from (DLLR). Patrick Simon had asked for another name for the committee and David's name was put forward. We may have two seats. Group met on 11/7 and provided notes; first meeting for subgroup will be February 1, 2017.
 - Mara: Are the local jurisdictions being represented at this stage?
 - Julia: Jim Cannistra (MNCCP), Patrick Simon (Baltimore County) are included. SHA is represented by Barry Smith. There are also a number of engineering firms on the list.
 - Julia and David to coordinate and will provide additional feedback.
- Maryland Elevation Working Group
 - Pat M: Follow up from November meeting. Patrick C interested from MSGIC side. Look to get documentation. Pat to send Jake Roger's contact info. Group will meet again at TUGis. Meetings are quarterly. Jake to reach out to Roger.
- MD DoIT GIO Update
 - Julia F:
 - NG911 meetings
 - Esri contract is being finalized
 - Working on a new hire to be a part of GIO's office
 - Imagery – final delivery is coming for eastern shore; kick off for western shore was yesterday
 - Oblique imagery meeting was held a few weeks ago to kick off; looking for publicly available data and NOT a subscription.
 - ESRGC submitted documentation related to LiDAR for a program similar to the ortho imagery program
 - LiDAR services have all been migrated to MD iMap from ESRGC
 - Internally assimilating more servers, more data, more programs. The enterprise solution is continuing to grow.
 - GIS SaaS master contract will hopefully be out 1st quarter of 2017.
 - Open Data Council meets next week; will review draft of annual report that gets submitted to Governor in early January 2017. Meetings are open, so everyone is welcome to attend.
- Interns
 - Payment Follow-up – Ashley Samonisky
 - Pat: Follow up from Nov meeting.
 - Ashley: her average was 7 hours per week; with two interns they are averaging about 11 hours per week (together.) Still recommends increasing our intern budget to \$7500 (currently \$5500)
 - Marshall is making a motion to increase the budget



- *Pat M second*
 - *All in favor, no opposition*
 - *ESRGC will set up contract.*
 - Advertisement for next year by TUGis
 - Pat M: Start advertising the position; Lauren is graduating.
 - Pat M will send out an email early next week to set up a subcommittee for reviewing resumes and hiring.
 - Explore new system to track membership payment to consolidate/replace current systems – *Kevin Coyne and Sid Pandey*
 - Pat M: Had discussed trying to use Hubb (TUGis) but that will be a challenge. So we need to explore another system.
 - Matt: Insightly demo site exists; would need to be turned back on. **Matt and Kevin Coyne to re-engage.**
 - Ardys: Will that manage memberships and training? Pat M: Need to look at what system can do and what the costs are going to be. Initial requirement was managing rolling yearly membership fees. Matt: Insightly integrates with a number of third party sites. Ardys: As they use Hubb more, she will keep looking for places to share data with MSGIC. Registration piece is of interest.
 - Dawn: What is the current system? Pat M: custom developed app from ESRGC. Has some integration (with PayPal) but doesn't do everything we need.
 - Mara: Organizational memberships need better ways to keep track of their members.
 - Sid: looking into an open source platform called Zenbership.
[\(https://www.zenbership.com/\)](https://www.zenbership.com/)
 - Conference Call Service
 - Pat M: Month by month payment plan for WebEx; will get set up for January 2017. Can also pay for it a year at a time.
 - Exhibit Booth Panels (update)
 - Pat M: Working with CGIS for design updates; take existing panels and move to floor stands. Will take time sensitive information off of the panels. Table top stand with sponsors and projects.
 - Timeframe is to have it ready for TUGis.
 - Marshall, Pat M and Sharon (CGIS) working on content/design.
 - Conferences
 - TUGis
 - Pat M—working with Towson and DoIT. Agenda will be similar to last year and Esri will be official sponsor for day 1, traditional conference will be day 2.
 - Ardys: Steering committee made decisions made to cut down paper sessions from 4 presentations to 3 per time slot to give more time. Want to maintain the quality of the presentations. Last year added hour after lunch for vendors, will do that again this year.
 - Resume review (update)—Julie
 - Ardys: in terms of leveraging communications, want to add resume review to reminders that communication. Add content and detail to the website.



- Pat M: From student resume perspective, has been planning outreach to other schools. Wants to set up an outreach event in College Park, etc. Hood, Frostburg, etc. Want to get broad participation.
- Julie to follow up.
- MACo (Winter)
 - Pat M: December 7-9.
 - Marshall: attended last night. Lots of exhibitors, well attended. Four sessions occur at once in a small area, so it is a condensed forum. Maps in all of the climate change presentations. GIS is impacting MaCo more and more.
 - Pat M: Did you notice anything about sponsoring organizations? Last year we sponsored, but signs were invisible. Bigger impact would be getting a presentation slot in the summer and winter conferences.
 - Marshall: Peter is an excellent advocate in terms of sharing message of role of GIS. Peter: Tony Rose is another advocate.
 - Pat M: Has NCR been approached with the MSGIC/Frederick to share the story? Lynda: can put in touch with Robert Horn.
 - Pat M: In general put a unified voice forward for MSGIC and work to get an additional voice in MaCo.
 - Marshall: MaCo pays attention to the local governments, county executives, etc.
- Quarterly Meeting Updates – *Patrick Callahan*
 - Winter Meeting (January 18th)
 - Calvert County Nuclear Power Plant/Constellation Emergency Services Center
 - Pat M: all set for 1/18/17 (summer conference 3 years ago was here)
 - Agenda is filled
 - NG911 panel planned at this session
 - Esri Presentation from Training Coordinator
 - Caucus meetings will occur again (breakout meeting)
 - Interns to start sharing information
 - Spring
 - Hagerstown or Frederick?
 - Pat M: talked about ideas last meeting. Pat M will have Patrick C look into Hood College.
 - Lynda: the Catoctin Nature Center might be an option, new facility, would need lunch provided as it is off the beaten path.
 - Pat M: looking at places with 70-80 capacity.
- Data and Resources – *Jake Lloyd*
 - Business License Dataset
 - Pat M: Doug Adams put forth the proposal to set up this working group. A few people volunteered to participate.
 - Jake: there has not been any follow up yet.
 - Julie to send Jake Doug's write up.
 - Jake: working with iMap to publish publicly available SHA data after 1/1/2017.
 - Jake to let Ashely know when it is published so she can tweet availability.
 - Charlene: will be a user of this data.
 - Matt: one of the things trying to focus on redoing the data catalog towards the geohub (launched in LA) to focus more on sectors to highlight



programs and datasets.

- Education
 - Getting Ready for NG 9-1-1 – Recap
 - Julia F: 35 people came to Frederick full house at Crownsville. At Crownsville there was a good mix of public safety and GIS (and municipal senior executives—City of Laurel.) Training program was well received with good conversations. Effort was very successful to engage the community. Counties from all over participated.
 - **Big thanks to Tari for coordinating a very successful training session!**
 - Marshall: Spoke with reps/managers and they found the training valuable and they still have a lot of questions. #1 would be “who is going to take the coordination role at the state level?” There are regional activities, county activities, but they would like to see a leadership role from the state for overall coordination.
 - Julia F: some of the subsequent meetings have showed some organization. PSAP coalition (Tony Rose—legislation support), MaCo committee, MSGIC...
 - Kenny: there is a rapidly growing sense of urgency among the directors. Every has so far taken a wait and see approach, but we need to act now. Communicating the success of this project to the sponsors and potential sponsors is critical to show return on value.
 - Lynda: Frederick session was excellent. Brief presentations and the URISA presentation was valuable. It was simplified for the non-GIS audience. As an attendee, there were at least three surrounding jurisdictions that wanted to talk about coordination.
 - Erick: attended Frederick session. Was very beneficial to get up to speed on many of the topics to understand at a high level as is expected. Allowed the issue to be presented as something larger than a GIS issue. In Southern MD, they used that training as a place to start the discussion with their managers. **(Erick to prepare a blog post)**
 - Peter: Board also wants to engage with other states in the US on lessons learned on NG 911 and staffing. Ex. Washington State+.
 - Julia: Start to think of this from a regional perspective and not just as a state. So not just a matter of who the 24 in-MD GIS people will be but also across state borders.
 - Peter: Need additional understanding; numerous unknowns still.
 - Lynda: also include contacts for addressing authorities
 - Mara: There are a number of groups to check in with that are regional groups; may assist with finding the contacts we are looking for.
 - Pat M: talking to Eric Benson at Crownsville was the message of two full time people to support NG911 efforts.
 - Julie: What will the communication plan be for sharing information? (leads to website adjustments)
 - Peter: Need to determine how to disseminate this information so that it goes up and down the chains.
 - Lynda: Communicate via local gov caucus. Can we put together a newsletter?



- Julia: Need to have their own microsites within the main site to share information.
- Pat M: Leverage mail chimp to send out alerts that content has been updated.
- Julia: Volunteer people to write up the posts because timing is more important in some cases. Use blogs as a way to lead in to the microsite; add publicly available agendas
 - Pat M: Need a point person and list those who are involved by name (know who is on the committees)
 - Lynda: separate the focus of the articles so that the intended audience is clear
 - Mara: can begin to assist with blogs, etc starting in March; regional and local chairs can provide input
 - Ashely: go back and solicit posts from
- Intermediate ArcGIS Online and MD iMAP Workshop
 - Pat M (update)
 - Matt—session out of DoIT was canceled in favor of MSGIC session. There were only 6 registrations and 3 attended. Pat M/Marshall: how to increase communication to minimize no shows.
- LiDAR Workshop
 - Pat M: last meeting a January LiDAR workshop was discussed. Will need to follow up.
- Other Educational Outreach Efforts
 - Julia F: not much more training to get set up; the MSGIC/TUgis training will be discussed this afternoon during the TUgis meeting.
 - Art Lembo out of Salisbury may put together a larger phased open source class that would go beyond TUgis.
 - Pat M: Discussion about what will our training plan and budget will be. **Pat M will coordinate with Julia and Dr. Scott.**
 - Marshall: in summer/fall 2017 there will be an ArcGIS Pro course for DoIT and the curriculum can be shared similar to what has been done already.
 - Ardys: Class ideas for TUgis from Art Lembo were Intro to QGIS, Python and [one other] to see if he could offer these beyond MSGIC.
- Marketing/Outreach/Advocacy
 - Ashley:
 - Wants to get working groups up this weekend.
 - Need events for the New Year. Nothing on the calendar beyond this week.
 - Blog posts—if people have information, send it to Ashley and her team will write it.
 - Website redesign: wait until after TUgis; will need a small work group to spin up. Look at redesign and content to retire.
 - **3 volunteers requested: Ashley to follow up with volunteers**
 - Julie volunteered to assist.
 - Dawn volunteered to assist.
 - Lynda volunteered to assist.



- Emerging Professionals – *Sid Pandey*
 - On the Rise Spotlight
 - Sid: every month or every other month, nominate and highlight people. Take nominations and maybe do this on a quarterly basis. Put survey out two-three weeks before quarterly meeting and select nominee. Then collect additional info from the nominee and announce at quarterly and put on MSGIC website. Have them talk at the meeting about their project (if they can attend) **Sid to write the email so it can be sent out via MailChimp.** Sid wanted to know if it should be limited to MSGI members only.
 - Pat M: start with opening it up without restrictions. Then re-evaluate.
 - Sid: Ideas about events before or during TUGis. Pat M—waiting until January or February for an event. **Pat and Sid to continue to discuss.**
- New Business
 - Sid: could set up Google Sites to share for working groups.
 - Julie: notes are now on the website
 - Pat M: EC meeting used to be on Wednesdays. Was moved to a Friday. Is asking for feedback on which day of the week makes the most sense. Ardys: Tugis blended with MSGIC, so it has flexibility. Ardys suggested a Doodle poll and include participation for TUGis. Kevin: When do TUGis meetings start? Ardys—no meetings may, june and july. Big planning session in August.

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