



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

Wednesday December 13th, 2017 9:00 AM – 12:00 PM

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

(1st Floor Conference Room – Side B)

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

In Person:	On the Phone:
Julie Spangler	Lynda Warthen
Patrick McLoughlin	Eric Stetser
Kevin Coyne	
Patrick Callahan	
Julia Fischer	
Shawn Pickett	
Art Lembo	
Marshall Stevenson	
Charlene Howard	
Niki Miller	
Mara Kaminowitz	
Conrad Shaeffer	

Open Meeting & Announcements – Patrick Callahan

- Approval of Prior Meeting Minutes
 - Pat C. – Call for Approval
 - APPROVED by all
- Executive Committee Roles and Responsibilities (Current/New Member goals)
 - Pat C – (ALL) If you haven't provided your goals, fill them out by end of year
 - Kevin – Can we change the responsibilities?
 - Pat C. – Those can be changed
 - Pat M. – Can we treat these as living documents?
 - Pat C. - Should be changed, strike through goals that have been completed and updated with any new responsibilities. The goals are different than the strategic goals
 - Pat M. - Introduce Conrad as former Vice Chair of CenTex GIS organization and welcome his input to our organization
- New Topics & Open/General Discussion
 - Table Skirts
 - Pat C. – Pleats or no pleats? And does color matter?
 - Pat M. / Julie – Black and no pleats
 - General agreeance by all
 - Niki – Lunch at FedUC (Esri)?
 - Pat C. / Julie – sounds good, work out details
 - Mara – Has changed and become more of a conference to sell Esri to executives, instead of user conference
 - Pat M. - MD DoIT has been asked to present

MSGIC Treasury Report - *Al Wainger*

- Pat C. (filling in for Al) – Only change from last month is we are -\$147.37 for net income

MSGIC Business

- Budget for 2018 – *Al Wainger/Julia Fischer*
 - Pat C. – Reviewed his proposed budget doc on Google Docs
 - Pat C. / Pat M. - Recommend switching teleconference service from Goto Meeting to Zoom
 - Pat C. - Discussing rough numbers and need to start talking about where we want to go. Talked about maybe increasing membership costs. He is actively reaching out to groups to drum up membership.
 - Pat M. - Southern Maryland group has a MSGIC member that gives us a presence
 - Pat C. - Trying to communicate with groups as part of the communication strategic goal
 - Subgroup (Julia & Al) Generate Budget
 - Reduce Food Costs/Incentives to Sponsors
 - Determine proposed budget to determine what to spend on wish list
 - May require increase in Membership/Sponsorship costs in CY19
 - Set 6-7 years ago and decreased cost 2 -3 years ago
- Membership Renewal – *Patrick Callahan*
 - Pat C. – Cutoff date is April 1st, 2018 and asked to get costs on the website
 - Pat M. – We are lenient with current grace period, how to do a better job of managing it? What are the repercussions of having membership lapse?
 - Kevin – Job Postings listing are displayed based on membership
 - Marshall – Can't charge for quarterly or exclude access, as we won't allow non-member to find out what is going on
 - Pat C. – We can provide cost discounts for training as an incentive
 - Marshall – Having the training colocated with TUGIS dilutes our exposure since there is other free training; Do not raise dues, lower dues and charge more for training
 - Pat C. - Do a survey to try to find out what more we can do
 - Marshall – We tried and got crickets. Not saying we shouldn't do one, but that may not provide the feedback we are looking for. On the private side, where are the incentives? The question is "Why are you a member?" (Training, Marketing, etc.). Have we asked the folks that have dropped off why they left? Or why has an organization changed their tier?
 - Pat M. - At some point the sponsorship document got swapped, need to coordinate with Ashley to get the correct document uploaded.
 - Marshall – We are hesitant about excluding non-members for events.
 - Julie – We have outgrown our current database
 - Pat M. - Issue where sponsors drop off, but we are still advertising them due to the costs of having to update advertisements / frequency that it occurs.
 - Julie – Looking at setting up a zero dollar Eventbrite list to be able to harvest stats on who RSVP'd, which org, etc.
 - Pat C. - What other events can we have?
 - Marshall – That are of value
 - Art – Hackathons are of value for Private industry
 - Marshall – Non-member training costs should be off the charts / reflect street value to make it worth becoming a member
 - Art – Would having a MSGIC-only event at TUGIS work?
 - Marshall – it would have to be held outside TUGIS
 - Pat M. - They may not like excluding non-MSGIC members
 - Marshall – May be able to pull leverage based on our monetary / physical presence to work with the planning committee to get a MSGIC-only event. TUGIS subsidy would have to be for food, equipment, etc. not prize monies
 - Pat C. - Would it work to split it out as student / professional?

- Art – Having a mix would be more productive to both for mentorship
- Pat M . - Putting together a hackathon is a big undertaking that will require a lot of resources. Referenced his discussions with a Vermont-based group that hosts an annual hackathon and the level of effort that goes into it. 12-18 months of planning for each event. **Recommend putting a working group together to explore further.**
- Conrad – How does it work, who decides the projects?
- Pat M. – Recommended putting it out 2-3 months in advance and then the actual hackathon would be the presentation of the results.
- Mara – Need to have either specific guiding idea / goal or a dataset that people haven't seen. Need to have cash / prize incentive. Prepared to put a lot of time / money and have someone specifically designated to lead it full time
- Pat M. - Reiterated that there is a heavy investment of time, effort, food, sponsorships, etc.
- Art – How many people tend to have be involved?
- Pat M. - It varies
- Art – Think it would be cool to have solution competition as the end goal for the hackathon
- Mara – Recommend going in with / sponsoring an existing hackathon
- Conrad – What would you expect as far as member participation?
- Pat M. - It depends, private industry is the target audience, but it would require a time investment by their employees.
- **Pat C. – Proposed adding hackathon related questions in the survey**
- Membership Tracking – *Kevin Coyne, Shawn Pickett, and Sid Pandey*
 - Shawn – Discussed overview and specific features of the proposed CRM / XRM service *Membee*, including Admin portal for managing service, automated email notification system that can be used to send out emails to any subset of our membership, and “widgets” which are built by Membee to be integrated directly into our existing Wordpress-based website.
 - **Julie – Need working group to clean up database; Freeze changes to the database; Shoot for January for starting implementation.**
 - **Pat M . – (ASHLEY) Send out email to let everyone know that we are updating the database / migrating the payment processors**
 - Niki – Include a note that they may be contacted for updating their information. And a splash page for anyone that tries to register.
 - Pat M. - Include tweet / linkedin messages to ensure we get the word out for those that are not getting emails
 - **Shawn: Setup meeting with Membee for first week of January**
 - **CAUCAS CHAIRS: May be asked for input for correcting caucus member information**
 - Pat C. - Motion to use Membee
 - Kevin – Seconded
 - Quorum and Passed
 - Working group:
 - Shawn
 - Kevin
 - Julie
 - Pat C.
 - Niki
 - Lynda
- Strategic Goals 2017 – *Pat McLoughlin*
 - Pat M. – The document has been posted to Google Drive and put on letter head. Is everyone okay with putting this info out to the website?
 - Pat C. / Julie – Do it
 - **Pat M. – Coordinate with Ashley to get the document on the website.**

- TuGIS Advisory Meeting – *Patrick Callahan, Julia Fischer, and Pat McLoughlin*
 - Julie - Use the same outline for the emerging professionals panel discussion. Tim will be leading the effort. We will have 4 hours instead of 90 minutes. Looking to refresh the content and diversify the panel in gender, race, and caucus. Will have more small group activities between panel discussion. Tim had a student that he mentored as a high school student, **looking at including 5 minute “stories” to have MSGIC members talk through how they got here / got into the GIS.**
 - Julia – People can relate to the diverse backgrounds
 - **ALL: Need suggestions for volunteers / panel membership**
 - Julie: Emerging Professionals will have stickers to identify them and coaching for MSGIC members that they never eat alone / sit alone... engage with them. Looking at a Geospatial Career Night talk that includes: Day in the Life, resume reviews, etc. Looking for volunteers to put together a paper on “How to put together an abstract?” and “How to do a professional presentation?”
 - Pat M. - Who is doing the outreach to those that have oversight of Emerging professionals?
 - Julie – We have university list
 - NIKI: Need hiring managers for private caucus
 - Pat C. - Did we ever come up with the costs for the seminars?
 - Pat C. - Still have Plenary, will have sessions and topic driven talks by SMEs
 - Julia – Can we pull in some of these SME’s into the EP panel discussions
- MSGIC Sponsored Training – *Julia Fischer*
 - April (Easton?)/August (TUGIS) scheduled
 - Python, PostgreSQL, QGIS
 - Easton – Either Axis Training room or JMT
 - Cost still need to be determine
 - Pat C. - August training might be more feasible to pay Instructor time, not per student
 - Art – Fine with that
 - Julia – Setting up TUGIS as 2 x 4-hour teasers; back-to-back
 - **Art – Will ask Lauren / Erin if they could handle one of the sessions. Likes the idea of setting up TUGIS training as something more broad and as a teaser for fuller MSGIC training later on.**
 - Recommend adding to either both or nonmembers extra cost
 - Help cover MSGIC Cost
 - Provide further Training opportunities
 - Earmark those funds for Training only?
- Working Groups
 - NG911/Public Safety Working Group – *Peter Hanna*
 - Pat C. - Email from Peter: Nov 13 update to PSAP directors. Under to make numbers board in november
 - Julia – Gave same update, but we are now a standing up at the numbers board. Directors / Numbers boards are becoming more familiar with what we do and the role we play at NG911. Congrats to Peter for his continued work
 - Marshall – Anyone go to winter MaCo? NG911 was a hot topic with elected officials. This may be an in for more input at MaCo
 - Pat C. - Can we put together some papers for presenting?
 - **Julia / Marshly – Need to contact director of MaCo directly**
 - Julia – Meeting with MaCo is on her list, should include Pat C.; Talk about their objectives / perspectives, opening dialog

- Pat C. - Continue email from Peter: Most jurisdictions on standby for Mission Critical report card.
 - Maryland Elevation Working Group – *Patrick Callahan*
 - Pat C. - Roger couldn't be here, but sent email; May timeframe for next meeting;
 - Pat M. - Goal for this year is to appoint chair of working group
 - Business Entity Data Working Group – *Jake Lloyd/Pat McLoughlin*
 - Pat M. - Had regularly scheduled meetings / calls throughout the summer. Looking at the business case for state providing business information. The original document was rather long. Doug Adams had a hectic Oct / Nov, but is refocusing and working with CGIS on getting the document wrapped up. The notion that once the paper is presented, the working group would be dissolved.
 - Pat C. - As a county, we have had issue trying to gather info on Medical care professionals related to medical marijuana legislation, emergency care, clinics. Is this something that could be included?
 - Pat M. - That would be something to discuss with Doug. It is a heavy lift as there are companies whose business is built on collecting and selling this kind of information
 - Geospatial Career Outreach Working Group – *Tim Palmer*
 - Julie provided input from Tim during the TUGis advisory committee discussion.
- Quarterly Meeting Updates – *Julie Spangler*
 - Winter Meeting – Southern Maryland
 - Julie – Last Friday in January, date had to shift due to available space. Looking to fill agenda, 4.5 confirmed presenters (need to confirm content of 5th presentation). Did some targeted outreach, but if there are any sponsors willing to come in, let her know. Ardis is going to come in and talk about the changes in TUGIS this year. **Still looking for a breakfast sponsor.** Patrick and I talked about updating the agenda. Still want to hit the same updates, but looking at mixing up the order / content. Continue to use story maps, but need to focus the updates to make them more useful. Still is place for MD / GIO update. Have caucus meetings, but need to be have a plan and **Julie needs to know if any caucus chairs will not be able to attend so that they can be back-filled. Julie will send out agenda soon once it is firmed up.**
- Delmarva Conference (April 27, 2018)
 - Pat C. – Costs \$650, Includes 2 complementary registrations
 - Julia – Recommend we be a breakfast sponsor.
- MD DoIT GIO Update – *Julia Fischer*
 - Julia – MD iMap 3.0 phase 1B is underway
 - Pat M. - Coordinating follow-up to agencies on the survey that was sent out
 - Julia – Wrote a statement of work and being asked to do more documentation on scope, timelines, etc. for state-wide properties (bringing statewide database together and looking at integrations with other existing services). Created in-house user interface that is being used to conduct testing / QC, will be used as basis for ultimate public-facing UI. SaaS Master Contract – Working through security issues (SaaS is what you see is what you get, the platform has it's own security and there is no control further). Writing Imagery TRP, draft next month to get it through procurement. Looking at Feb for release
 - Pat M. - GeoHubs – establishing subpages on data catalog (transportation, environmental, EMS, etc.) including data, apps, legislations, initiatives, etc. in one central place. Direct links off data catalog. EMS by end of the year.
 - Kevin – Recommend presenting EMS Geohub for quarterly
 - Pat M. - Targeting early 2018 release of updated iMap.gov

Conference call info: <https://global.gotomeeting.com/join/940823269>

(224) 501-3412

Access Code: 940-823-269