MSGIC Executive Committee Meeting Minutes
January 9, 2013
9a.m. – 12p.m.
via Webex

Attendees:
Jim Cannistra, MDP (Chair)
Mark Helmken, CGIS (Chair-Elect)
Michael Scott, ESRGC/Salisbury University (Past Chair)
Julia Fischer, DoIT (Secretary)
Doug Reedy, Frederick County Government (Treasurer)
Patrick Callahan, Prince George's County Government (Data and Resources Subcommittee Chair)
Lauren McDermott, Salisbury University/ESRGC (Education Subcommittee Chair)
Scott Jeffrey, Community College of Baltimore County (Outreach Subcommittee Chair)
Jennifer Chadwick-Moore, Maryland Historical Trust (State Government Caucus Chair)
Shawn Wampler, City of Annapolis (Local Government Caucus Chair)
Sandi Stroud, Baltimore Metropolitan Council (Regional Government Caucus Chair)
Roger Barlow, USGS (Federal Government Caucus Chair)
Jaime Alvarez, Community College of Baltimore County (Education Caucus Chair)
Barney Krucoff, DoIT (GIO)

Charlene Howard, MWCOG
Patrick McLoughlin, Spatial System Associates, Inc.
Frank Siano, MDE
Ed Starr, Pictometry

Open Meeting – Jim Cannistra

Announcements
MACO Update
No updates at this time

Pictometry Merger w/EagleVision
- EagleVision does site-based measurement work with orthophotography
- EagleVision has a substantial commercial business, Pictometry is significantly government
- EagleVision has been a reseller of Pictometry products since 2008
- Built a substantial business along with analytical tools for the insurance industry
- Nothing changes concerning the processing and management teams of Pictometry
- A little over $100 million in revenue for the merged companies
- Some additional patented tools will be made available to government clients

NSGIC Washington D.C. Liaison position announcement
- Bill Burgess is retiring and an announcement has gone out to fill his position with NSGIC
- Part-time position, independent contractor to NSGIC, as Washington liaison
- Tasks include:
    - Work as Washington liaison at the direction of the NSGIC Board
    - Work as NSGIC's Project Manager for most contracts and grants
- Senior Level position
- Contact Kenny Miller or Jim Cannistra for the position description details and requirements

URISA's Exemplary Systems in Government Award
- Application process has been opened, deadline is April 22, 2013
- Often geared toward local government, but state governments are also encouraged to participate
- Details available at: http://www.urisa.org/esig

MSGIC Quarterly Meeting/Workshops & TUGIS Conference – Mark Helmken
MSGIC Quarterly Agenda
- Winter – January 16th @ USGS Water Resources Center, Catonsville, MD
- Set to go next Wednesday
- Agenda has been posted on the website
- Morning presentations include:
    - MD watershed and resource registry
    - USGS will present a few smaller presentations concerning their projects
- Afternoon presentations include:
    - 15 minute discussion on the mentoring efforts
    - Johns Hopkins GIS Club – student presentation
    - Amazon Web Services 101
- Cover the dues and sponsorships with the entire membership
- Concern that the quarterly presentations are moving toward state level only and not as many local governments presenting – Notable Local Government Activities
    - Shawn Wampler and Jim Cannistra recruited local government agencies to give "mini presentations"
        - These are 5 minute presentations on something notable to share with the broader community
    - First time trying this and see how this goes
    - Want to encourage people to think of other ways to get local and municipal governments to get in front of the group and share their activities

TUgis Update – abstracts due January 18, 2013
- Met with Virginia Thompson yesterday
- Only 1 paper submission to date
- Going to have to start knocking on specific doors for papers
- Encourage group to submit papers for this conference
- FEMA panel which will be moderated by FEMA GIO
- MSS will conduct a session

- Esri hands-on workshop setup
- ESRGC will discuss open source opportunities
- Washington College has pulled out of the conference completely

Question: There isn't an education track as there has in the past, is there interest to add this back in?
Response: Open to adding this back in

- Putting together a video concerning the GIS community and getting some folks to speak on the video

Question: What is the goal for the number of paper presentations?
Response: Around 24, 3 concurrent sessions with 3 presentations per session

- MSGIC Quarterly and CMUG meeting are next week at which time we can market the need for more presentations
  - Potentially push back the abstract due date a little bit further
- Barney Krucoff going to Washington College next week and open to having a discussion with them concerning why they pulled out of the conference and encourage them to get back involved
- Volunteers parameters has been agreed upon
  - Students deadline to get their materials in to be selected as volunteers set for 2 – 3 weeks after semester begins
  - Website is being adjusted to add this application information
- Issues concerning mailings delivery have been resolved with the most recent test getting a 98% delivery rate
  - Some had been getting hit by spam filters, but change got the email through to people's inboxes

Question: Number of exhibitors to date
Response: Platinum Level: Esri, KCI; Gold Level: *None to date*; Silver Level: CGIS, Latitude Geographics, Lizard Tech and ESRGC (to be finalized); Non-Profit: CCBC (to be finalized)

Federal Activities– Roger Barlow
Strategic Direction for hydrography
- NHD training was hosted for select trainees on Dec 13 – 14, 2012
  - Included NRCS, State of DE, Washington, DC reps
- NHD current edit tools for 9.3.1, 10.0 tools to be released shortly and no tools for 10.1 platform to date
- MDE direction with USGS is not to take what's out there and make corrections or modifications
  - Looking to take local data, those who are willing to share, run through USGS conflation tools and migrate that into NHD – 2,400 scale
  - Didn't cover conflation tools during training, but can setup a Webex for training if that's the direction people want to go in
- WBD watershed group representative Kimberly Jones has indicated that watershed errors and coding in Western MD is in the process of being corrected
  - State watershed coding doesn't match NHD or WBD
    - Take watershed to them and migrate to WBD and use 16 digit coding
    - Migrate directly to Federal government coding system

- o Issues of getting people to change from state watershed codes to federal watershed codes
  - o Sizing of the watersheds would be avoided by taking this approach
- Look at local stream data, Patapsco, Baltimore County and do some tests on conflating to NHD standards, get posted and if goes well expand the process
- To be completed within the year
- To have local agencies, regional agencies, state agencies and federal agencies needs met in one dataset is a plus and what is being worked toward

Question: Have many local governments already shared their data with NHD?
Response: Anyone who wants to do their own conflations, this works and this completed information can be sent directly to Federal government

Question: Can interns be used to assist in the process?
Response: Need to determine the order of the watersheds that are going to be completed before interns can be assigned

- MDE is the steward for NHD and relying on them for coordination including proposals and grant funding in the next fiscal year
- Request suggestions for priority watersheds that should be done can be solicited from the group
  - o Contact Frank Siano or Roger Barlow with these suggestions
- NRCS has expressed interest to work with MDE concerning watershed boundaries
- Discussed using the LiDAR to regenerate the watershed boundaries

Prince George's County photogrammetric project
- Meeting set up for 1/22/13 with Park and Planning Office representatives (Dale Hutchinson and others)
- Trying to get this data into the public domain
- Updates from this effort to be provided in the future
- Before meeting might ask for bullet list of USGS initiatives which have been funded in Prince George's and Montgomery County areas, to assist with making the case

FGDC CAP Grants – Program Announcement Pending
- Due to financial changes in the federal government, funding is currently on hold
- No open or close date at this point
- Stay tuned as the financial issues are resolved

NAIP 2013 (?)
- Agricultural Image Program
  - o Collections this summer at height of growing season
  - o Collection same parameters as 3 years ago – 1m statewide, leaf on
  - o No state buy-up option at this point
  - o Timing and access to the data, takes about 3 or 4 months to get composites of the data
  - o Gretta Luedeke will have data and will be willing to distribute it

- o Future cycles vary concerning recollection of the imagery, expect to see 3 year cycle for the foreseeable future
- o Request that Gretta Luedeke make an announcement concerning this information at the Quarterly meeting in January 2013

Coastline Shoreline Meeting Organization
- 2,400 scale shoreline/coastline desired
- Collected a list of people and contact information
  - o Looking to start reaching out next week
- Derive from terrestrial tide coordinated LiDAR and bathymetric data
- Tidally reference based on b-data
- Has been done successfully in NJ, has been documented and accepted by Federal Government
- Federally accepted, uniform shoreline at large scale for long-term and short-term inundation modeling and other shoreline studies

Other Activities
- DC Ortho imagery tentatively to be flown this Spring
  - o Funding problems still exist as of an update from yesterday
  - o Have funding, but have to make sure they are allowed to spend it on this particular project

- LiDAR collection is needed for Queen Anne's County
  - o Funding ideas are welcome, please provide them to Megan DelGaudio (mdelgaudio@qac.org)

MSGIC Website Updates
GIS Contacts Page – status on updates
- Shawn Wampler contacted 35 organizations
  - o 23 have provided information back for updating contact information
- Want to make sure the hyperlinks are working
- Information received from only a few Eastern Shore counties
  - o Sharing those who haven't sent information to Michael Scott to fill in those gaps
- Updated the existing agencies and added some additional state agencies including, DoIT, DHMH, DHR, potentially add DJS
  - o Contact Jen Chadwick-Moore with additional contacts at other state agencies

MSGIC membership directory – updates
No updates at this time

GIO Briefing & Office Update – Barney Krucoff
GIO Hiring status
- Close to closing the first job, sending offer in the process, in negotiations
- Second job announcement will come back out
  - o 17 applications received, but only 1 met minimal qualifications and was forwarded to GIO

- Sending out the announcement again without looking at the 1 qualifying applicant

Other Activities
- Memo from Chief of Staff has been received concerning Situational Awareness
- Want to assemble a Situational Awareness Committee
  - Barney Krucoff is the coordinator of this group
  - First meeting January 24, 2013 to invite various agencies to participate
  - Emergency management and law enforcement type data focus
  - Overlaps with GIS, but not strictly GIS
  - More focus on real-time and sensitive data then we typical cover in our meetings, but many of the issues are the same
  - Promised that UASIs will be invited, start small and inside the state (Technology Committee Chair – Patrick Nowlan would be a good contact, Cal Bowman is another good contact person as Executive Committee Chair)
  - Meeting will be open to any who wish to participate
  - Relatively new effort and questions can be sent to Barney Krucoff for clarification

Addressing Coordinator
- Russell Provost has started
- Request that an agenda item be added for Russell Provost to introduce himself at the Quarterly meeting and an overview of what the position means and how this person might be going out to meet people throughout the state
  - Been to the Eastern Shore/ESRGC, meeting with Baltimore Regional group and meeting with MDP tomorrow
  - Contact Barney Krucoff, Kenny Miller or Russell Provost to get onto Russell's tour

- Focus at the next Numbers Board meeting
  - Collect addresses at local level to supplement the statewide addresses we already have
  - Let them know what we want to do with the data and want PSAPs as suppliers of this data
  - Show them the advantage of having data from the surrounding counties
  - Might mention the Situational Awareness memo with the group, but not a requirement to participate, more for information sharing

MD iMap Executive Committee Meeting
- Scheduled for January 30, 2013
- Invitations have gone out and agenda to follow shortly

MSGIC Non-Profit 501(c) 3 Corporation – Doug Reedy / Jim Cannistra
Financial Issues
- Columbia Bank checking account setup - $422 in the account
- $75.76 debit had been charged for initial checks, but was corrected and amount added back to the account
- IRS document with $400 fee will go out in the next day or two and account will be back down to $22
- ESRGC has sent out requisition to University concerning sponsorship and should get to Doug Reedy shortly

- Thank you letter for sponsorships and memberships need to be drafted
  - Draft to be sent to Jim Cannistra for review
- Tim Baker from Maryland State Archives was very helpful
  - Pointed us to Kathryn Baringer who will take on our documents, reports, meeting minutes, etc.
  - Also able to take on historical documents from the group
  - Something to discuss concerning what historical documents should be sent to Archives
  - Retention and expedition schedule for documents being sent to Archives should be thought about
    - Optional, not required
  - Current correspondence goes to: 44 Calvert Street, Mail Stop1335, which is Chris Slavin's work address
    - Chris will continue to receive any correspondence from the federal or state government concerning the organization

Sponsorship Structure Form online
No updates at this time

Review of slides for Quarterly meeting
- Recap where we are and where we are going, put a few slides together and like to go through and solicit suggestions for changes (PowerPoint Slides Available)
- Slides will first go through what has already happened and what has been completed
- Discuss the sponsorship which was approved by the Executive Committee and how the next step is to make this structure known to potential sponsors and start signing up sponsors
  - Would like to have an internal goal of a specific number of sponsors before the term is over
  - MSS, MDP, ESRGC, CGIS have expressed interest
  - Would like to see 10 sponsors by the Summer Quarterly

  Question: Intent for educational institutions to come in at a different rate or come in collectively?
  Response: Have not discussed collectively

  Action Item: Request outreach to private sector firms about becoming sponsors – Marshall Stevenson

- Next Step: Establish the dues structure
  - Share what the steering committee and discussions have concluded with the entire membership
  - Send out to entire membership for approval along with dates for completing each step
    - Voting, if approved collection of dues deadlines, reporting specifications and documentation
  - Survey should include:
    - Question concerning agreement or disagreement of dues structure
    - Question of whether or not to agree with structure recommended
    - Question concerning priority for activity (business plan) resources where funding would be allocated and how
    - Include a space for members to add additional thoughts concerning funding allocation ideas

  Action Item: Put together a survey and send out to Executive Committee for review – Jim Cannistra

Review of West Virginia GIS Associated Dues and Annual Report
- Started non-profit GIS organization in 2006/2007
- Current dues structure is significantly lower than what we are proposing
- Annual Report includes:
    o Where members are coming from
    o Membership totals
    o Executive Board information concerning members of the Board
    o Reports from members of the Executive Board
    o Growth of membership
    o Information budget/income and break outs for income and expenses
- Anticipate that MD should be in a similar or better position concerning collection of revenues
- Question would be why the membership trends up at a certain point and ask what efforts they put forth to get those numbers to go up
- Suggest a conference call with this group to ask what their methods were and lessons learned they are willing to share

Action Item: Setup a meeting with the Executive Board of WV group to discuss information their willing to share with our group, set up for next Executive Committee meeting – Scott Jeffrey

- Balance sheet indicates a grant, what FGDC CAP grant might have been applied to this group's efforts
    o Information can be found on the USGS website from previous year grant recipients

Local and Regional GIS Coordination Efforts
Local Government Updates – Shawn Wampler
- Working on updating website contact list and reaching out to jurisdictions to get more participation with MSGIC

Baltimore Metropolitan Council – Sandi Stroud
- Data project meeting next week concerning the completion of the centerline and address point data

- February 2013 meeting with Russell Provost concerning the address project

- Report from Baltimore UASI meeting to be sent to participants in the near future
    o Gaps identified concerning public safety and technology were governance and regional coordination
    o Recommended a CIO group creation
        ▪ Start regionally and look at technology projects on-going and emerging technologies
    o Might be a group that MSGIC would want to do outreach with
    o Looking to branch out beyond public safety

Eastern Shore (Mid-Shore & Tri County Council) – Lauren McDermott
- MACO / Ortho kickoff meeting – January 2, 2013
    o 7 of 9 Eastern Shore counties represented and 3 emergency managers – good turnout

- o Counties need more real-time data particularly concerning power outages
    - 4 hour intervals was not often enough
- o Counties hindrance during an emergency is that they often only have 1 GIS person which makes it difficult to take advantage of all GIS resources from the State
- o Training discussed concerning other potential users who aren't GIS people, but could be additional resources during an emergency
    - Discussion with deploying a ESRGC member to the EOC of a local county during an emergency to provide assistance in response
    - ESRGC working to be more proactive about making these resources known and available
    - Training can discuss what can be done on their own and more can be outlined on what they need to do to request enhanced help
        - Funding will have to be taken into consideration
    - Clarification will be needed on what resources are available, what each offers, what each entails and which are secure versus public, etc.
- o Road closure data was of interest
    - Working with Frederick County to start getting this supported
    - A web application to be used during an emergency
- o High volume of emails during an emergency
    - Might suggest a pre-determined subject line, so they are easily keyed into those which are resources coming from the State
- o A statewide call was also suggested
    - Need to clarify how often these calls should occur
- o Aerial imagery was discussed
    - URS talked about web tool which would be available to the counties to flag errors
    - ESRGC will be available to assist counties who don't have the resources to go through their own imagery review
- o Putting together a better email list concerning the emergency managers throughout the Eastern Shore
- o Definition of low-lying areas needs to be clarified, especially when there are mandatory or volunteer evacuations and making sure everyone is using the same definition

MWCoG – Charlene Howard
- Unveiled Regional Transportation Clearinghouse – web mapping, Adobe Flex application
    - o Showcases data which is available from the participating organizations
        - Traffic counts, transit ridership stats, population and unemployment projections to 2040
    - o Available to members and local governments, password protected
    - o Password can be obtained from Charlene Howard, if interested

- GDX training is on February 5th – details can be obtained from Charlene Howard

Central Maryland Users Group (CMUG) – Jamie Alvarez
- Ready for next CMUG meeting, scheduled for January 18, 2013 at CCBC, Essex Campus
- Information is also shared through the following URL: http://esricmug.blogspot.com/
- KCI is not available to sponsor lunch therefore still looking for a lunch sponsor

- This will assist with keeping people around for the afternoon GISCI/GISP information session

- Next meeting might be in conjunction with GIS in Business conference at CCBC – Catonsville
    - Open to suggestions concerning whether these meetings should be joined or kept separate
- MSGIC Executive Committee presentations are always welcome – contact Jaime Alvarez to present

Western Maryland User Group & Tri County Council – Debbie Carpenter
No updates at this time

State GIS Coordination Efforts
Pictometry Imagery Proposal – Pictometry Corp.
- Thanks to Ed Starr concerning sharing what Pictometry data is already available
- Good to sit down with Ed Starr, Kenny Miller, Barney Krucoff and Jim Cannistra to discuss what's available and how we might want to proceed concerning future collections

MD iMap Technical Committee – Julia Fischer
- Cascading Geocoder
    - Meeting yesterday to discussion the components which would be included in the geocoder
    - Originally discussed having two geocoders
        - One would cover the address geocoding
        - One would cover the place name or keyword geocoding
    - Decided to have one geocoder which will include ten unique components
    - CGIS now in the process of tracking down and obtaining data needed for the components
    - Discussions have also occurred about making each of the geocoder components separate, so they can be consumed singularly or as a whole
    - Additional details will be provided to the group as they become available

- Service Pack Implementation – SP3 to SP5
    - Scheduled to occur throughout the week with 2 hours of downtime on Friday 1/18/13 from 6 – 8p.m.

- Map Service Data Review
    - In the process of reviewing the data and map services which are currently in the MD iMap system
    - Will meet and make suggestions concerning consolidations and archiving of existing data and map services
    - Will also be brainstorming future organization and maintenance keeping in the mind the additional resources and scenarios which are available at version 10.1

Orthos / Parcels / Septic Tier Mapping – Jim Cannistra
- Parcels continuing to be finalized for Calvert and Washington Counties
    - Anticipate completion in next couple of weeks
- Meeting with Washington County next week to discuss best of what we have and best of what they have

- Septic Tier Mapping

- Still working a lot concerning accepting and commenting
- Generating web tools concerning status level of adoption and where a county is in the process
- Over next couple of weeks will have this information online

Water Resource Registry
No updates at this time

Broadband Availability – Mike Scott
- Launching data collection process for next update, which is done twice a year
- Results are pushed up to the national map

Chesapeake Bay Critical Area – Mike Scott
- Recreated web mapping tool in anticipation of a few public meetings
- Version 2 should be going live end of this week or beginning of next week
    - Interface improvements completed
    - Status of county concerning critical area remapping, shows what part of review phase a county is in
    - HTML5, uses MD iMap basemap and reads feature services from ESRGC to find particular property parcel, show what percentage of property is in the proposed critical area and shows what portion is in the existing critical area
        - Will be able to respond to errors as indicated by property owners
    - Request a preview at the Quarterly meeting

dFIRM Conversion – Mike Scott
No updates at this time

TMDL Effort – Dept. of Environment
No updates at this time

Historic Image Initiative – Larry Swift
No updates at this time

MSGIC Coordination – Data Resources Subcommittee – Patrick Callahan
Index and GDX applications
- Working to integrate the two systems into one system
- Benefits for both sides:
    - Nice viewing tool with real-time incident data to all GDX users
- Requires two moves:
    - Combine the index hardware with the GDX hardware which is currently in Manassas, VA
        - This site to be shut down
    - Next move everything to another location is Ashburn, VA

MSGIC Communications – Education and Outreach Subcommittee – Scott Jeffery
Newsletter

- Like to get another newsletter out sometime in the next Quarter

Upcoming Events

MACO Mid-Year January 2-4, 2013

ENSB Planning Meeting – January 18, 2013

CMUG – January 18, 2013

MD iMap Executive Meeting – January 30, 2013

NSGIC Mid-Year – Annapolis, February 24-27, 2013

ESRI Federal Conference – Washington, D.C. February 25-27, 2013

- NSGIC participants anticipated to join with Esri FedUC Conference on the 27th

Advocacy Items

Additional Business – All

Next Executive Meeting – February 13, 2013 in Anne Arundel County