MSGIC Executive Committee Meeting Minutes
June 12, 2013
9a.m. – 12p.m.
Baltimore Metropolitan Council (Baltimore, MD)

Attendees:
Jim Cannistra, MDP (Chair)
Mark Helmken, CGIS (Chair-Elect)
Julia Fischer, DoIT (Secretary)
Doug Reedy, Frederick County Government (Treasurer)
Lauren McDermott, Salisbury University/ESRGC (Education Subcommittee Chair)
Jen Chadwick-Moore, MHT/MDP (State Government Caucus Chair)
Shawn Wampler, City of Annapolis (Local Government Caucus Chair)
Sandi Stroud, BMC (Regional Caucus Chair)
Roger Barlow, USGS (Federal Government Caucus Chair)
Jaime Alvarez, Community College of Baltimore County (Educational Caucus Chair)
Barney Krucoff, DoIT (GIO)

Ashley Buzzeo, CGIS
Erin Lesh, SHA
Patrick McLoughlin, Spatial Systems Associates, Inc.

On Phone Attendees:
Michael Scott, Salisbury University/ESRGC (Past-Chair)
Patrick Callahan, Prince George's County Government (Data and Resources Subcommittee Chair)
Scott Jeffrey, Community College of Baltimore County (Outreach Subcommittee Chair)
Doug Adams, Baltimore County Government

Open Meeting & Announcements – *Jim Cannistra*
- Jaime Alvarez has been offered the Campus Director position for CCBC Essex Campus
  - The position is a facilitator/coordinator for many offices on the campus
  - Overseeing day-to-day events on campus
  - Hope to incorporate GIS into the responsibilities and forward GIS as much as possible
  - Will be starting on this position on July 1
  - Will not be able to be on the Executive Committee in the future
  - Will still be an active member of MSGIC
  - No longer going to be teaching in the classroom

- Sandi Stroud is leaving Maryland and moving to Virginia Beach area, in about a month
  - Anticipate being hired back to BMC, as a contractor, to finish current web implementation and data consolidation projects

- o Will continue to be involved with MSGIC
- o Will be training replacement, at BMC, in the future
- o Left up to MSGIC Executive Committee if we want Sandi to rerun for the Regional Caucus Chair or leave it open for someone else to be elected

BMC Overview and GIS Activities – *Sandi Stroud / BMC Staff*
- Regional MPO, regulated by Federal Highway, most of the funding comes from here
- Manage Maryland Regional Transportation Board, Mayor of Annapolis heads up this committee
- Manage regional transportation improvement projects
- Non-profit organization with a board that comprises all of the elected officials of the areas which are represented by BMC
- Also conduct projects related to air quality, environmental justice and transportation modeling

- GIS Coordinator coordinates GIS into other groups and coordinate with local jurisdictions and help foster the BRGISC
  - o Has active participation from all local jurisdictions
  - o Meet every other month and talk about pertinent projects

- United States Postal Service (USPS) came to talk about addressing project
- Russell Provost has spoken about addressing project
- MDP has also come into to speak about addressing

- For about a year working on data project, some updates have been provided in the past
- Accommodate the need for all local jurisdictions to pull down a clip of centerline data and include bordering jurisdictions
  - o Seamless in geometry and have cardinality of the line be the same, this is the biggest issue now
  - o Two types of centerlines, to/from formatting is not always the same
- Create a mechanism to grab updates to the centerlines, frequency and ease of obtaining updates and give back centerlines in the flavor that is most appropriate for the jurisdiction, making this a seamless transition
- Doing some testing with how these flavors effect geocoding
- Also collecting address points and working with cascading and composite locator files
  - o Ultimately make these available as services, to the local jurisdictions

- Working on a website which will allow local jurisdictions to draw geometry and download the clipped area
- Currently testing replication process
  - o Publish geodata service and most local jurisdictions have been replicating centerlines and address points to this service
  - o Have to address compression of data and registering/unregistering data in SDE
- Publishing a document which is an SOP and address some of these issues with specific instances
- Been happy with the replication process to date, works well, everyone has a slightly different issue (Howard County, Anne Arundel County and City of Annapolis data is actively coming in)
  - o All others have agreed to participate, but not yet sending data

- Esri has identified bug in replication
  - One screen allows for change to the name of the dataset
  - Cannot have more than one of the same named dataset
  - Process does not currently work to rename
  - Have a work around to replicate locally and change the name in this fashion
  - Often have to do this anyway because fields are removed with a local replication before being sent to the central replication location

- Snap to points have been created, so visually the lines are seamless, but there are gaps in the ranges and the ranges might go in opposite directions
  - This is not an issue in the geocoder, but an issue for response systems
- Run through geoprocess to flip cardinality of the lines to assure that all the segments match
  - This will be tested more to make automated for the final process
- These and additional considerations need to be addressed before the data can be applied on a grander scale for regional purposes

- Replication seems to be working well throughout this process and as long as changes are not made to data while unregistered, you can reregister the data without issue
- Has been a good test between City of Annapolis and Anne Arundel County
  - Gave City of Annapolis a reason to change single lanes to dual lanes, for those separated by medians
  - Has also allowed for testing of the emergency dispatch system

- Invite the City of Laurel to also participate in this project because City of Laurel sites between Howard and Anne Arundel Counties
- Once all of the replication bugs are worked out and conflation issues are resolved, then can reach out to other partners and provide documentation to other interested parties
- Are not going to address range gaps, because those which are missing are not valid addresses, because they are not included in the local jurisdiction's data

- Geocode all building permits in the region every month, using the local jurisdiction's data now and provide a list back to the local jurisdictions of addresses that have to be locally placed
  - They can then check for valid addresses or those that have not yet been added to the GIS
  - Helps make all data match and improve the overall quality of the data

- Several state committees have been put in place to look at the Baltimore region and the definition of what this region consists of
  - Similar to the Washington regional, tasked by Senate committees to determine what are the services (sewer, etc.) in these region areas
  - Potential for a special taxing district to handle some of the transportation issues at a regional level

- Anticipate more regional focus over the next couple of years and this data will help with the analysis
- Baltimore City is prohibited from annexing land, which is unlike a lot of other cities across the country

- o Other areas compared, Atlanta and Columbus, for example, increased area has increased the tax base which has made a huge impact on the funding coming in and projects applied with that funding
- Legislature can apply special taxing regions for those areas in the region, beyond the bounds of Baltimore City

- Livable communities are being studied within Baltimore
  - o Will pick a community within the Baltimore region
  - o Provide residents with a phone which tracks the GPS
  - o Have questionnaire as to why they travel certain routes rather than other routes
  - o Track drivability and walkability of the local communities

- Support at SHA to push forward a shared centerline project across the State
  - o Talked with BMC to filter their efforts up to the State level
- Past centerline project wanted one geometry with all attributes and geometry
  - o New approach is to allow the attribution and segmentation to be different
  - o However, the geometry is the same
  - o Allow for stacking of attributions over a common geometry
  - o Pushing forward with campaign and strategy in the near future
- Would be good to recognize where the local roads and state-maintained roads boundaries are

- New transportation funding legislation: Map21
  - o By June 2014 HPMS has to be submitted, which has to do with total mileage of certain types of roadways
  - o Totals help distribute federal funding to each state
  - o It is in the counties interest to submit complete and accurate data, so they can get federal funding
  - o New legislation indicates that all public roads can now be included, rather than just State roads
    - ▪ SHA has had their own line work in the past

- Transportation for the Nation has come from NSGIC
  - o Not mandated, but pushed to implement more of this data model into HPMS submission requirements
  - o Incorporating local roads is the next step for Transportation for the Nation
  - o In Maryland the overall attitude is to be prepared and coordinate efforts, rather than multiple efforts going on at once

- Still interested in a National Transportation standard which everyone can coalesce around
  - o This standard would allow all to hone in on base content and make things easier on all organizations
- Pulling in schema for address points from NENA 911 point addressing recommendations
  - o National standards, lead agency which shows most inconsistent support is national transportation statistics and do not seem engaged
  - o Anticipate a standard might assist with getting more groups, more actively engaged
- News from Census: Verbally said outsource master address file to another unit of the Commerce Department
  - o Map could be assembled outside of the Census and not covered by Title 13

- o Take a copy to be used within Census
  - ▪ Title 13 tries to keep all Census questions private
  - ▪ Has previously covered address points, which has limited working with Census in the past

Question: When is the appropriate time to reach out to collect data from counties?
- ASAP, talking with Kenny Miller on Friday to discuss a timeline

- At next MSGIC meeting or via email send out a singular message about all of the data collection efforts that are on-going and the progress of those efforts
- Refreshing MD iMap soon
- MDE collecting data, centerlines and address point collection on-going
- Want to message that MSGIC is aware of the various efforts and there are reasons for asking multiple times

- Push the addressing page live by the end of the week on MD iMap Portal

MSGIC Quarterly Meeting – *Mark Helmken*
Summer Quarterly Meeting – July 24th @ College of Southern Maryland (La Plata)
- A little behind schedule putting it together
- Two presentations scheduled, still putting together some panel representatives
- Have not heard any responses from the schools for the student presentations
- Email from Scott Jeffrey coming to Mark Helmken and from UMCP by June 17th
- Need to carve out some time about transportation coordination at this next meeting
- Also get an update on canopy LiDAR from Ralph Dubayah (UMCP)

- Confirmed Presentations: Jeff Edgin (St. Mary's County Government), Pat McLoughlin (Spatial Systems Associates, Inc), Dave Eglen (MDE) and SMECO representative will be involved

Question: Will storm water discussion occur during this meeting?
- Large group trying to determine how to identify, classify and manage this data
- Opportunities to discuss best practices and consistency of practices

- Want to reach out to some of the counties and towns in Southern Maryland to get as much participation as possible, at this meeting

Local User Group Meetings – Updates
CMUG – Jaime Alvarez
- June 7, 2013 was the last meeting
- Meeting was successful
- Meeting held at Howard Community College (David Hinten: Contact)
  - o Was a very good facility and location

- Julia Fischer (DoIT) provided the first Maryland Geospatial Report

- o Should be continued based on availability
- o Statewide perspective for those within the central region
- Arthur Cage (CCBC) presented to get GIS more involved in cultural and physical geography classes
- Anthony Puzzo (Esri) presented on Esri's Location Analytics opportunities

- Jaime Alvarez's last CMUG meeting as lead
- If anyone is interested in taking on the responsibility of the coordination please contact Jaime
- Jaime's email will not change, phone number will change
- CCBC will still make itself available, as campus sites, for future CMUG meetings

Western Maryland – Update from Bud Gudmundson
- Last meeting was held on May 17, 2013
- Well attended
- A lot of Frederick, Washington and Allegany County representatives and some ancillary groups attended

- ArcGIS Online getting data out to Public Works crews in the field
- Started conversations about AGOL for Organizations
- o Clear that they had not gotten or ignored the message about the fee for AGOL for Organizations

- Geocortex Presentation
- Bonn Poland gave a presentation on LiDAR and how Washington County is using the data
- o Hagerstown Airport, fly through, runways and drainage areas
- o Exciting applications of the data
- Publicly mentioned frustration with FEMA concerning the lack of funding for their maps

- Russell Provost also talked about the addressing project on-going for Maryland

MSGIC Non-Profit 501(c)3 Corporation – *Doug Reedy*
Updates on Sponsorship(s)
- Previously mentioned Maryland Society of Surveyors (MSS) has finalized their sponsorship
- o John Campbell meant to bring a check today, but could not attend
- MSS has 700 members, so talked about how they are represented in the database and does that change the membership from 800 – 900 to 1600 and what does that mean
- We are going to do this but do not want all contacts list for 700 people
- o We want people who are interested to sign-up and add to contacts list themselves
- o MSS members who sign-up will be flagged as MSS organization members, so they are not sent a bill
- Nice to have a high number of members, but want to have interested members, not just a name on the list

- Esri is an official sponsor, check has been received

- KCI and CGIS is working through sponsorship processes and will have checks soon
- Also a plan at Spatial Systems Associates, Inc. to get paperwork completed and become a sponsor

- Doug Reedy had to make some special efforts to work through the process with CGIS – thank you

Discussion of draft Expenditures Guidelines and possible bylaws changes (Document Available)
- Came up for discussion at the last meeting
- As money grows, so do needs
- Needed to put together some guidelines for expenditures and approvals for expenditures
- Doug Adams had prepared a seed document which was expanded upon and sent to the group for review

1. Expenditure Approval:
- Authorized reimbursements, something similar to corporate reimbursements
- No approval: shipping costs, max as $100 which does not need approval, need documentation, receipt, reasoning statement

3. Expenditure Categories:
- Lodging, travel, training, technology (will need applications in place for membership, accounting)
- Hardware needed to meet goals of the group
  - Hardware purchased for MSGIC is owned by MSGIC
- Salaries and Stipends and Consultant Services: Wish to clarify where we stand on salaries
  - Not for those on the Executive Committee
  - Might need to change if the group gets big enough and need to add an Executive Director
    - Considered very unlikely
    - Can change to have paid Executive Committee members
  - Do need help with communications and hopefully can get an intern and pay small stipend for their efforts
    - Would be important and deserves own category

- Consultant Services: Cindy Wang at MDP is doing work on the website, but we might come to a point where we need someone who is able to dedicate more time to develop a website
  - Would have to be approved and purchased before action can occur
  - This can also include legal or accounting services
  - Will need to include some accounting services as the activity increases in the funding
  - Audits will ultimately be needed in the future

Question: How are competitive and conflict of interest issues handled and addressed?
- Not bound by any particular way of soliciting bids, etc., but bids should be left out for now and can be added, as needed in the future

- Other approach would be to set a cap for internship ($1,000, for example) or for consultant services have a cap of ($2,500, for example) which is managed through a purchase order
  - Anything beyond that should go through formal procurement processes
- Some guidance in the by-laws concerning conflict of interest, but not necessarily covering expenditures
- Perhaps when the need arises, in the future, at that point address in the guidelines and the by-laws

- o Do not want to create a problem until we have one
- At this time it is a little overkill to already have these points spelled out in the documentation

Other recommendations or questions:
- Establish and document what a valid vote is
- Put in someplace what is the number to make a quorum and when a quorum is needed
- This would require a bylaw amendment, because a quorum is not addressed for any group
- Think a bylaw amendment would help with this situation
- Congressional figure of 60%, more than a simple majority, 9 of the 15 from the left hand column and 60% of the quorum
- Assembled or one more than 50% or the majority would be fine, quorum is making sure to have 50% plus 1 of those present, which would be 8
- Keep these documents as guidelines for now
- Let Doug Reedy come up with a final version for approval by Executive Committee
- Adopt as guidelines and later on look to incorporate or reference in bylaws
  - o Do not think we need to change the bylaws at this present time
  - o Need some working time on the document before adopting into the bylaws
- We have time to allow full membership to vote on this at the summer quarterly
- Quorum guidelines should go into subcommittees and not just at the Executive Committee level
  - o How decisions are made for all subcommittees, caucuses and Executive Committee should have the same rules for voting

Question: How does voting and participation effect what a quorum is?
- Unassembled people via emails and phones
  - o Elections are to be done electronically
  - o New twist on definitions because of technology improvements
  - o Addressed in these guidelines
- Need to work through these as working documents
  - o Clearly share this with the membership, trying to get time and experience behind these issues
  - o Want to get feedback from the membership
  - o Tell them what we have done to date
  - o Still working through the draft and leave room for some other additions
- Do not believe the guidelines need a membership vote, but what constitutes a quorum does need a membership vote
- Adopt guidelines which can be modified later
- Put together bylaw change regarding quorum, educate membership, get feedback and put out for vote at the fall quarterly meeting
  - o Suggest summer quarterly is too soon

- Draft some language for the summer quarterly of anticipated changes to the bylaws
  - o Any changes to by-laws after the elections in July

- Thanks to Doug Adams for his work on this and served as a really good foundation for where we want to go with this discussion

MSGIC Elections – *Jim Cannistra*
Status of Nominees
- Coming up, email went out from Scott Jeffrey about 1 ½ weeks ago saying we were accepting nominees for next year's Executive Committee members
- Received a few nominations, still a few shy on nominations
- Nominees:
  o Secretary: Julia Fischer
  o Treasurer: Doug Reedy
  o Federal Government Caucus Chair: Roger Barlow
  o Local Government Caucus Chair: Matt Webb
  o Private Industry Caucus Chair: Marshall Stevenson
  o Education Subcommittee Chair: Lauren McDermott
  o Grant Development Subcommittee Chair: Mike Scott
  o Data and Resources Subcommittee Chair: Pat McLoughlin
  o Still need nominees for: Chair-Elect, Education Caucus Chair, Regional Caucus Chair, Outreach Subcommittee Chair

Next steps and election process
- Need to recruit some additional people for these positions
- Send out an email early next week to inform people that some nominations have been received, but still need some more, not going to give specifics, but give until July 4, 2013 for more names
- Send out the ballot shortly thereafter
- Will need to leave time if there are multiple nominations to receive the descriptions from people if Executive Committee need to vet these documents
- Have until July 10, 2013 to get all nominations identified and do not need to leave too much time for people to vote
- One week at the most, to do online survey for voting

Action Item: Send out a list of open positions, so we can give some thought to those we should recruit – Scott Jeffrey

- Should make the elections competitive if at all possible
Action Item: Two or three weeks (June 26, 2013), organize a phone call, to update the nominations list and see if additional efforts are needed to gather additional nominees – Mark Helmken

- Chair position is particularly important, have one candidate that has expressed interest, someone from the private sector who has not stepped up yet
- Want to get some local and state government representation onto the Executive Committee

GIO Briefing – *Barney Krucoff*

- Governor's been making a lot of comments about BayStat data and maps
- Lots of overlapping websites out there already
- Going to be a summer spent revising them and consolidating them
- Push for education on the Bay, crowdsourcing type application efforts

- Procurement coming out soon for homeland security-type device
- For multiple webpages to work from a single website
- A collage of websites for MEMA and MCAC purposes
- On its way through the CATS process

- Hope to do a Master contract with geospatial services vehicle, independent of CATS
- With multiple firms which can be ordered off of

- New version of public OSPREY coming out soon
- Old version not iPad friendly
- New version will have less data, which is progress
- Public OSPREY services posted on MD iMap and the new site can use parts of these
- Will be taken down at some point
- Want to identify those who are using the OSPREY services, to be checking use

- Hosting change, have been hosting with CGIS for history of the project
- Hosting existing system for another year at CGIS
- New system will be at DOIT College Park data center, primary site
- Which puts at same hub as Network Maryland and how maryland.gov is hosted
- Long-term positive impacts

- MaCO Conference has a joint MD iMap/MSGIC booth
- Signed up and put in a theme for the two organizations
- Host together and need to discuss lining up volunteers to man the booth
- Some will come from the attendees of the conference
- Use the space to show off what they want to show off, membership, MSGIC services, web services
- If there are other things to show off, you can man the booth and share that information

- MD iMap Portal has been changed over the past few weeks
- Additions have been made and anticipate more changes in the upcoming weeks
- Tabs have changed, content has changed, organization chart of the group and lots more online maps
- Traditionally the Portal pointed to applications which were hosted on MD iMap or using MD iMap services
- We have opened this up and pointing to anything on maryland.gov that is relevant
  - One-stop-shop for all applications

- Matt Folley is now with DoIT and not MDP
- Working with health and human services groups/agencies and just getting started

Federal Coordination Efforts – *Roger Barlow*

LiDAR – Dorchester County LiDAR Proposal & national Capital regional LiDAR proposal

- As of Monday, USGS will have 0 sequestration days

- Last 6 months to fill in tiles in Calvert County
- ESRGC (Erin Silva) also helping
- National Elevation Dataset to be getting Calvert County shortly
- Tiles at ESRGC and have complete dataset at 1/9th arc second

- Shared Washington, Allegany and Frederick Counties with Nature Conservancy, Canopy LiDAR project at UMCP

Sandy Supplemental:

- USGS was one of several interior agencies that put in for supplemental funding
- Money specifically to by-pass doorstops at other levels and was not totally successful
- To receive $6.4 million for East Coast LiDAR
- Particular agency wants more than they put in for and are still working out these details
- Causing problems with flow down to USGS from the Department

- Science requirements coming in and the scientists have taken their time to put in recommendations for where LiDAR should be gathered
- 11 proposals submitted (Cape Hatteras, to Cape Cod), NE NJ was #1 proposal, received green light
- 3rd ranked proposal has been picked up by NOAA central and southern NJ, include all major estuaries
- Next up is DE/Dorchester Co, ranked high because of DOI lands and reacquire this LiDAR because of age and condition of LiDAR
    - Hope this comes forward soon

Question: SHA was going to contribute to this effort, but do not remember what side of the FY this was going to come from?

- Holding on until July to come from FY14 funding

- Specify that 1/27th arc second, ground sample 1 point for every 0.7 meters, capable of 1 foot contours
- Matches Wicomico and Worcester Counties LiDAR previously collected
- Caroline County has been added to the Delaware-Dorchester County Sandy Supplemental (Thank you NRCS!)
- Joint funding agreements for the Sandy Supplemental LiDAR are with DNR and SHA
- NRCS has money to spend by the end of this fiscal year, will also abut Dorchester County and DE
- Tide-coordination of +/- 2 hours is part of the LiDAR Task Order for Dorchester County

- National Capital Region: St. Mary's County, Charles County, Prince George's County, Washington, D.C., Fairfax County, Montgomery County, Arlington County and City of Alexandria
- #5 ranked proposal, just above funding line, ranked highly because of park lands
  - Lost contribution from Montgomery county and money not in bureau at USGS
- Washington, D.C. to contribute, contribution from Fairfax County
  - Coordinated with Parks and Planning Commission in Prince George's and Montgomery Counties, but they need to do other things because of the delay
  - Montgomery County was willing to add up to $150,000
- National Capital Region Sandy Supplemental LiDAR is a "go"
  - This project will acquire at the same specifications as Dorchester County and Caroline County
    - 9.25cm vertical RMSE for St. Mary's, Charles, Prince George's Counties and also D.C.
- Thanks to Jim Cannistra USGS has coordinated this project with the Montgomery County Maryland National Parks & Planning Commission project
- They will fly at a similar specification this fall and send data back to USGS, avoiding duplication of efforts

- Riding a contract with Prince George's County for LiDAR acquisition
  - Decided to take a portion of the money for USGS to this other effort for a fall collection
  - Which is a comparable specification to what USGS would collect
- Prepared to provide this collected data to USGS
  - Differential has removed contouring, but adding planimetric updates
- USGS and Montgomery County both anticipated to fly LiDAR in the fall
- Prince George's County might re-fly in the fall
- USGS to fly after thanksgiving which will be leaf-off mostly
- Hope that USGS gets the money, missed out contribution from Montgomery County and Montgomery County might cancel their separate contract
  - Will take some coordination between USGS and Montgomery Count
  - Need to work to get this effort done once and not duplicate these efforts
  - State could kick in a token amount to steer Montgomery County to the federal effort
- There has been a change in willingness to share data, coordinate efforts and try to eliminate duplications
  - Once USGS is set in their processing, an aligned way to proceed can be reached
- Data is on schedule to be delivered April 2014, ambitious given all that is happening
  - 1/27th arc sec is the data collection standard for USGS LiDAR moving forward

NAIP status – funding reinstated (?)
- Some of NAIP is being flown this summer even after sequestration
  - USGS pitching in along with other agencies
  - Maryland got added back in, along with NJ, but not DE
  - Using funds from USGS $¾ million dollars contributed each year
  - FSA folks discussion if other states would like to be added back in
- 1 meter, 4 band, standard NAIP, offset, probably flown here in August, rather than July

Question: Maryland's inclusion because of US Topo production, interest from USGS, currently data only 2 years old, Maryland keeping on cycle schedule (07, 09, 11, 13 years of flies)

- NACS provided $30,000 for Dorchester County effort
  - Really need to get Dorchester County collected, wanting to include Poplar Island, which is technically Talbot County
  - Fish and wildlife has a significant interest, so this is a possibility for inclusion

Local and Regional GIS Coordination Efforts
Local Government Updates – *Shawn Wampler*
- New website with all of the county contacts and where to get information is good
- Would request review and announcement of this information at the next quarterly
- Also request for additional data download sites, as available

Baltimore Metropolitan Council – *Sandi Stroud*
- Put in a Purchase Order for an AGOL for Organizations account for BMC
- Publishing services from local servers, but web maps will be created and published from AGOL
- Does not include local jurisdiction representatives, but will include BMC representatives

Eastern Shore (Mid-Shore & Tri County Council) – *Lauren McDermott*
- Meetings coming up in August for Lower Shore (August 7, 2013) and Mid-Shore (August 21, 2013)
- Dates are on the website

MWCoG – *Charlene Howard*
No updates at this time

Central Maryland Users Group (CMUG) – *Jamie Alvarez*
- Erin Lesh and Ashley Buzzeo have agreed to step up and take on the responsibilities of coordinating CMUG
- Normal routine has been January, May, September
- Jaime willing to work with organizers for a date and location

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

State GIS Coordination Efforts
MD iMap Technical Committee – *Julia Fischer*
Floodplain Layer Update
- Discussion concerning a floodplain layer creation which would be consumable
  - Not yet totally adopted, but used to inform the public of where the lines are located
  - Used to identified in relation to residences
  - Significant discussion concerning adopted versus proposed floodplain boundaries
  - Current data in place is Q3 data and is quite old and is not LiDAR-based
    - Data needs to provide more updated resources

- Recent coastal study model results are not believed to appropriately represent the floodplains
  - There is concern that many people will be denied necessary coverage based on these new results

LiDAR Hosting
- ESRGC has been contracted to continue to host LiDAR products for Maryland
- Funding will be coming from DoIT and additional products will be generated as a result
- Products will be available from their website, which will be redesigned and integrated with MD iMap Portal
- Anticipate the updates will cause a spike in the utilization of LiDAR
- Some of the additional products include: slope, aspect, hillshade, etc.

Question: Will ESRGC be conducting hydro enhancement of the LiDAR?
- No, do not want to remove from photogrammetric world
- Talked about contours and breaklines, but these efforts are not to be funded through this resource

Question: Is there room for discussion about contour generation, smoothing and intervals?
- Holding off on contour generation
- Creating status maps for different LiDAR resolutions and vintages
- Could also add whether DEM's have been hydro-enforced or not

- Room for technical group to talk about contours, in particular, to come up with a statewide approach
- Roger Barlow might consider pulling this group together in the near future
- Some private contractors have been working on this and would find some standards, output scale, where we are going with hydrography discussions and strategic direction, leading toward more usefulness of datasets
- These aspects are not part of ESRGC's current scope

Imagery – *Jim Cannistra*
- Pilot review meeting next Friday, will send out a reminder once agenda is established
- Progress report, overview of process and deliverables, chance to review existing imagery
- QA/QC application is being modified since it was used on the Eastern Shore imagery
- Howard County contracted separately and have a separate meeting to review the process and deliverables
  - Being fast tracked on a parallel track
  - Doing a planimetric update
  - Tying to storm water billing
- Working on procurement for Western Shore 2014 imagery
  - Identified some federal, state and county folks to be on the panel for setting specifications and reviewing proposals
  - Need to set some time aside to prepare the document this summer
- Talked about phasing in imagery and making available as soon as possible

Parcels/Septic Tier Mapping – *Jim Cannistra*
Parcels
- 10 counties to be now complete with integrated state/county data

- Garrett and Somerset Counties were significant parcel mapping efforts, but will be on the same framework working from the same basic data
- Starting on next edition years of counties

Septic Tier Mapping
- 12 counties have adopted the new tier maps
- 11 counties have not submitted or adopted these maps yet
  - Many on the Eastern Shore
  - 1 or 2 in Western Maryland
  - Harford County, Howard County and Cecil County also
  - Many political issues in some of these areas have hampered progress
- Next steps:
  - MDP reviews and get approval
  - Working with MDE to either force maps to be submitted or take appropriate penalties
    - Maps are needed to approve major subdivisions on septic systems
  - Moving from mapping to political phase of project

Addressing Project – *Russell Provost*
Updates provided in previous sections

Broadband Availability – *Mike Scott*
- Recently hired 2 employees as broadband planning and implementation specialists
- Working with Eastern Shore, Southern Maryland and Western Maryland to see what broadband plans can be implemented, improved with broadband connectivity throughout the remainder of the funding contract
- Advocacy effort
- Map set created per legislative district of broadband connectivity both Maryland Senate and House of Delegates
  - Make maps available and send out to legislators to help them think of broadband as a driver to economic development
  - Hope it helps efforts move forward after federal funding ends in 2014

- Community anchor institution data now available on MD iMap
  - Attributes includes:
    - Survey response concerning what broadband service they have available
    - Whether they are to be connected by BTOP (grant for Network Maryland)
- Service location in "Structures" folder on MD iMap
- More information will be provided at the next meeting
- Will be taking a look at enhancing this dataset with remaining funding over the next 15 months
  - Do we want to add additional points, other categories, such as churches and work to establish sustainability of the data in this layer
  - Make the data as useable as possible
- Good source of where police stations are located, schools, libraries, more current than OSPREY service data

- Suggestions on what should be added or for sustainability efforts, have been doing outreach, but open to suggestions from users
  - Send to Ashley Buzzeo (abuzzeo@towson.edu)
  - Open to appending additional attributes beyond the realm of broadband

Question: Has outreached been conducted to the State Fire Marshall?
- Yes, have reached out, but have not received a response
- Might want to start at the local fire marshal levels to garner participation

Chesapeake Bay Critical Area – *Mike Scott*
No updates at this time
dFIRM Conversion – *Mike Scott*
No updates at this time

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

Outreach – *Jenn Chadwick-Moore*
No updates at this time

Historic Image Initiative – *Larry Swift*
- Maureen Kavanaugh is retiring
  - She is a former Chair of MSGIC
  - She has done a lot for GIS in the community and planning in Maryland
  - Her last day is July 1, 2013
- Thinking of doing something from MSGIC as a thank you for her involvement and efforts over the years

MSGIC Website Updates – *Julia Fischer*
Review Status & Mock-up
- Known and recognize that we want to update website and get it off the DNR server
- Much more important since we have become a non-profit and moving toward fee structure
- Planning meeting participants included: Mark Helmken (CGIS), Jim Cannistra (MDP), Mike Scott (ESRGC), Scott Jeffrey (CCBC), Julia Fischer (DoIT) and Tu Hoang (ESRGC)
- Considered Amazon for data storage, WordPress for platform
- Do not want it to look like branded State websites
- Wordpress account was setup and a quick template was created
  - Cindy Wang (MDP) put some content into this framework
- Julia Fischer put together a spreadsheet for what to migrate, what to move to MD iMap Portal, GIS Data links in an effort to streamline the MSGIC website
- Map on the homepage is a placeholder
  - Want to come up with contributions or well-designed Statewide maps
  - Any map on the homepage is temporary or part of a map gallery which shows different things at different times

- o Include a carousel of maps
- Join/Membership button important to be prominent
  - o This is the way to join the organization or access membership information, contact lists, profile
  - o Consider breaking into 2 buttons (Join and Members)
- Anticipate including section for news and events
- Contact MSGIC goes to email address
- Consider adding list of GISPs in Maryland
- Links to Twitter and Linked In sites
- Sponsor logos on the homepage
- Statements of main documents (bylaws, financial statements, etc.)
- Online services moved under Related Websites with links to contacts at all levels and links to GIS websites
- GIS Data link goes to MD iMap Portal and information maintained, for both sites, on the Portal
- Minutes needs to be redesigned to include year and month
  - o Working to add presentations on minutes page or possibly a separate presentations page
- Publications and Projects pages similar to contents of existing pages
- Suggest modeling how people search for data after how it is done on Ramona website

- Phasing of migration and phasing of additional data has been discussed and will be updated
- Status maps for framework coverages, anticipate inclusion on MD iMap Portal for addressing and LiDAR
  - o Need to move away from MSGIC as a source for this information, that is what MD iMap is for

- MSGIC represents what we will be doing on behalf of membership, which is advocacy and events
- Suggest Projects information not be included in Phase 1 of new website, until it is redesigned and updated
- Events should be more prominent and not below the fold on the homepage
  - o Real value is to share this information with a larger group

Question: Have we looked at other organizations sites?
- Yes, looked at some sites that are fairly modern and new, but did not glean a lot of useful suggestions

Question: Is there a date for comments before the scheduled Quarterly meeting?
- Soon

- Tu Hoang has reworked the contacts and membership user interface
  - o Will include less branding
  - o Awaiting major framework to figure out how to embed and create links back to ESRGC servers
  - o Transfer will be hidden to users
  - o Working to figure out how to make this all happen

- Collaborative effort of programming, Cindy Wang can finish some additional work for next week, but will need others to step up and work on some of the sections
  - o Will need to determine how to delegate the work
- Want minutes, presentations, membership access, sponsors and links to other sites at the least

- Update in the membership list to prompt those to update their contact information

- Website appears more straight forward
- Homepage is clear on accessibility to join and access to other information
- Appearing identically on the mobile device as it is in the desktop version

- msgic.org is hosted at domain discovery.com
- Hosting has been picked up for 3 months at $7 a month by ESRGC
- Started with a framework that is mobile-friendly and platform independent
- Hardest thing for Cindy Wang was the homepage entry and layout
- Add under News the ability to promote news directly from the local contributors
- WordPress template designed to be a blog, designed for comments, reactions and replies to posts
- Can have discussion going on here, but also promoting LinkedIn discussion and input

Question: Once this is up and going, who is going to manage the social media?
- Anticipate Outreach Subcommittee Chair to take on these responsibilities with help from other members

- Newsletter spotlight, who the officers are with photos, include a section that is fairly prominent

- Have been getting visiting meeting participants welcome packets and getting a good response with multiple new members every week
- Suggest starting to recognize those who are new and actively network or have lunch with these new members

- Next Steps:
  o Touch up a couple of things this week
  o Early next week schedule a meeting to determine how to fill in the rest of the pieces and keep progress moving

- Process of getting the current website updated is involved and Betty Ann Blanchard (DNR) has been great

MSGIC Coordination – Data and Resources Subcommittee – *Patrick Callahan/Jim Cannistra*
No updates at this time

Upcoming Events
- Esri International User Conference – July 7 – 12, 2013 – San Diego, CA
- MaCO – August 15 – 17, 2013
  o Changed the submitted abstract some and reached out to KCI, MDP and Prince George's County concerning the content of the session
  o Will consist of 1 GIS session, which anticipates inclusion of NCR GDX information
  o Wanted a session that is more education of benefits and uses of GIS
    ▪ Will send out information to presenters

- o MDP invite to go to Rich Hall (Secretary), KCI representative and local government representative
- MacURISA Spring Meeting – June 21, 2013 – Princeton, NJ (NG911 focus)
  - o Charge $20 to attend
  - o http://www.macurisa.org/Resources/Documents/june21flyer.pdf
- GIS in Transit Conference – October 16 – 18, 2013 – Washington, D.C.
  - o http://www.urisa.org/gis_transit

Next Executive Committee Meeting – July 10, 2013. CANCELLED