

MSGIC Executive Committee Meeting Minutes December 10, 2014 9a.m. – 12p.m. Anne Arundel County Government, Heritage Complex (Annapolis, MD)

Attendees:

Julia Fischer, DoIT (Chair)

Marshall Stevenson, WBCM (Chair -Elect)

Theresa Martin, City of Laurel (Secretary)

Matt Webb, Anne Arundel County (Local Government Caucus Chair)

Mara Kaminowitz, BMC (Regional Caucus Chair)

Ashley Buzzeo, CGIS (Outreach Subcommittee Chair)

Patrick McLaughlin, SSA (Private Industry Caucus Chair)

Patrick Callahan, Prince George's County Government (Data and Resources Subcommittee Chair)

Lauren McDermott, Salisbury University/ESRGC (Education Subcommittee Chair)

Allen Wainger, Michael Baker (Grant Development Subcommittee Chair)

Charlene Howard, MWCOG

On Phone Attendees:

Jim Cannistra, MDP (State Government Caucus Chair)
Michael Scott, Salisbury University/ESRGC (Education Caucus Chair)

Open Meeting & Announcements – J. Fischer

 Approval of October & November Minutes – October sent out late, EC to review and vote on next month

Action Item: T. Martin to get November minutes from J. Cannistra

- Review Action Items List
 - Look into services like Go-to-meeting Using what we have through DoIT
 - Talk w/D. Black Barney /Roger- Waiting on funding status
 - ➤ Draft letters to send out to organizations with three or more members Need to make an overall plan for re-up in2015. Create a subcommittee. M. Kaminowitz, T. Martin, and M. Webb volunteer to get the ball rolling.
- * Tu put some renewing instructions on the website and J. Fischer will put these in an email as well.
 - Forward letter to appropriate individuals for state agencies. Barney will try to reach out. There is a spreadsheet of organizations and their number of members
 - Elevator Speech J. Fischer working on.

Action Item: Change website homepage to say Renew/Pay Dues. Membership Committee to do.

➤ Job Internship Postings – J. Fischer received a good number of internships from a student out of Towson and A. Samonisky is working on posting them. Events are also quiet. November was very busy. December may be legitimately quiet.

Question: Is it too late to put the Southern Maryland meeting Friday up? It has been tweeted.

- What Z really means? Has been put on the back burner as items like membership renewal have taken priority.
- Content for Initiatives Tab Intern has connected with caucus chairs to get initiatives at those levels and has received some responses to date. Still formulating content at this time.

Action Item: E. Lesh will send her content

- Look into Constant Contact as potential method for reaching members. MD.GOV email working okay.
- Forward press release of NLCD Follow up w/Roger Barlow
- Review state page contacts Completed.
- ➤ High resolution/Vectorized Logo A. Buzzeo/Sharyn When Sharyn returns from maternity leave in January. Good timing as we will need it prior to printing anything for TUgis.

Side Note - MSS having a meeting in January and K. Miller invited J. Fischer to speak alongside him. She will be speaking about MSGIC and what we are doing and some of the resources we and iMap have available. Another opportunity to bridge to the two companies.

- Direct Dimensions shelve for now.
- ➢ Blog Content
 - Have not made any progress on Sponsorship schedule
 - Hold off for now until we are clear as to who our sponsors are for the new calendar year.
- Talk w/Tu regarding moving jobs to member area A. Buzzeo, J. Fischer need to coordinate a time to sit down with Tu.
- Email to universities w/GIS programs to encourage organizational memberships M. Scott will take over.

Question: (to Scott Jeffrey) Did you ever have a chance to forward your white paper?

- o No, forwarding college listing to Mike Scott and will send to EC when completed.
- Minor By-law changes Completed and sent to EC group. T. Martin will send final copy to J. Fischer to send out. Unlike these minor changes Grant to Advocacy which will require a vote.
- Centralize list for training opportunities for MSGIC membership L. McDermott.
- Caucus/Subcommittee verbiage on login page M. Scott wrote up and was documented by J. Cannistra at last EC.
- Generate packets of responsibilities for each Executive Community position to pass to future position holders. Some completed prior for those handing over reigns of their position but should be completed by everyone.
- > Clean email list from member bounce backs J. Fischer has a list of bouncebacks for M. Scott
- Prepare content similar to ortho program for LiDAR ESRGC is working on. Follow up with M. Scott
- ➤ Map of MSGIC members A. Samonisky to work on, had been reprioritized.

Question: When does the internship end?

- Samonisky does not graduate until next Dec and she has indicated she would like to continue.
- Working out really well and has been great anticipating what needs to be done.
- Compile potential options for future video and/or audio recording of quarterly meetings. T. Martin has looked into. iPad a viable option, but would need a tripod to keep it steady. Need to research more any legal requirements for video and audio recording and what permissions would be needed or notices made.

➤ PO Box – M. Webb has looked into the different options. Put together list of findings on google drive. Small box would likely due. If a larger size came in they would notify us. M. Webb will follow up with postal service. Will double check if charge for changes to forwarding address down the line. Downside to Church Circle is there is no parking.

Action Item: M. Webb will look into locations, costs, forwarding options.

- Datum Change information on the website Has been deprioritized temporarily. Need to set up a call that would include A. Samonisky
- ▶ Prepare content of how to join and sponsor MSGIC for web page A. Samonisky has been focusing on getting webpage for membership updated with instructions, email, and messing to follow.

MSGIC Treasurer - Jim Cannistra (for Erin Lesh)

Financial Update

• Dues / Membership Update

Start Balance: \$12,239.50

- o Income: \$452.00 (16 Individual, 3 Student, 3 Organizational)
- Expenses: \$2,230 (Reimbursement (Survey Monkey), MSS Booth, TUgis Conference)
- o Google Doc that identifies all the organizational and sponsor participants
- o Chesapeake Environmental signed up as a new sponsor in November

Action Item: Need to put their logo up on the webpage

- New Organizational Members: McCormick Taylor, PG MNCPPC, Worcester County (All Tier1)
- o Pending Organizations: City of Gaithersburg, Carroll County
- Pending Sponsors: Michael Baker
- o In the pipeline: PGCO Government Organizational Tier 1
- WBCM can be added as a pending sponsor.

Question: Have we heard of any sponsors who might not be considering re-uping?

Action Item: J. Fischer will be spending today reaching out to our current sponsors. Quantum may not be renewing. URS have combined with AECOM so they are a question mark. Will reach out to them.

Question: Can we generate invoice? Yes. If someone needs an invoice we send it out.

Question: Can we get one generated for DoIT?

- Yes, J. Cannistra will take care of it (Template on Google drive).
- There is a button in PayPal that allows you to generate an invoice. Have not tried this yet.
- Treasurer Position Discussion
 - o E. Lesh has resigned as Treasurer
 - Her responsibilities at SHA have increased substantially and she does not think she will be able to dedicate the amount of time necessary.

Question: Should we do elections? Is there someone interested? Should we break the position into two (bank account / membership)?

- Splitting into two occurred naturally when Jim and Mike took over for Doug.
- O Doug previously spent a substantial amount of time. May have been because it was our first year and there was a lot to set up.
- o Jim spent no more than a couple hours (banking portion) a week although did have help.
- It may be more burdensome at the beginning of the year.

Question: Do we do another election? Similar situation with the Regional position and we held a vote. Should we look to elect a treasurer for a longer amount of time?

- o It would be contrary to the ByLaws to hold an election; specifically states EC will appoint a replacement for the Treasurer position it was not for Caucus Chair.
- o Treasurer does require a specific skillset might be good to seek those out.
- Should put out a notice to membership and solicit for anyone interested and EC can appoint from within those interested.
- Would like to see us broaden our base of people who are highly engaged to the organization and should work toward modifying the term than a year
- The secretary and treasurer position at NSGIC, are appointed, possibly by the president.
- Might be for the reasons of needing specific skillsets and also maybe to pick enthusiastic people who did not win an election for another spot.
- J. Cannistra will continue what he's been doing until January.

Action Item: J. Fischer will send out email message to membership

Question: Once we have a new treasurer, would we consider hiring another intern to offload those responsibilities? A possibility if the new person does not have help built in and requires it.

Get names by the 24th and vote at the next EC.

MSGIC Quarterly Meeting (s)

- Winter Quarterly Meeting Update
 - Draft agenda on Google Drive
 - Plan to have student presentations as we have done previously
 - Have 6 students, hoping for 9.

Question: Is the intent to have just student presentations?

• Yes, if we can get enough. If not, we can fill in with something else.

Question: Have you heard back from Hopkins?

They said they would reach out to their students

Question: What about Linda at Morgan? One of her students put together a good Story Map on Columbia.

 Have not yet reached out to her and some others beyond emails. M. Stevenson will reach out.

Action item: M. Scott will put out it to his students.

Question: Should Caucus Chairs be prepared to present on behalf of their Caucuses?

- That had been discussed.
- May depend on the timeline.

- Let M. Stevenson know if there are any topics that need to be discussed.
- This meeting could be the meeting we focus on our Advocacy issues.
 - If we have any time to maneuver, it may be good to have NSGIC come and talk about how they pull an advocacy agenda together and get their membership involved.
 - Could be informal and just a 15 minute conversation.
 - May be good for the timing of the transition.
 - Bill Burgess would be great and has joined us before.

Question: Do they have and advocacy chair? Yes, and every year they put together an advocacy agenda and vote on it in the Fall.

- We may want to align with them. These items don't always get completed in a year and often get renamed or updated.
- It furthers their advocacy to come and speak with us.
- o Might be good to know their agenda and if MSGIC can support those items.
- o We, because of our location near to DC, may have a unique opportunity to support.
- May need to make our meetings more front and center on the webpage.
- o Yes, got moved to focus on GIS Day.
- o We are confirmed for the Water Science Center.

Question: Do we have a breakfast sponsor?

No, A. Samonisky working on it.

Question: Do we know the cost? What do they get as a breakfast sponsor?

Usually between 2 and 3 hundred and they get signage.

Action Item: Follow up with Kenny Miller on NSGIC Advocacy Chair. This will determine how many more students we need.

MSGIC Business - Executive Committee

- TUgis 2015
 - Training Opportunities
 - Still interested in doing trainings throughout the year and not just at TUgis, similar to GISP
 - L. McDermott, and J. Fischer spoke with Ardys and agree it makes sense for MSGIC to collaborate on these trainings would not be the only thing MSGIC may do though.
 - GISP training went very well and may be a good thing to offer annually especially with the coming on of an exam. The content would be updated to help prepare for the exam, similar to SAT Prep.
 - TUgis makes money from the conference although the intent is to only make enough to cover the next conference.
 - To make use of those funds they would like to offer trainings.
 - Have discussed making these available for free to members and then for a small fee for non-members.
 - Would be a value to members who could potentially take 4 trainings for free throughout the year.

Question: Who would be doing the training, Towson?

Them but also, URISA, and ESRI have been discussed.

Some of those options would require some costs.

Question: Do want to move the trainings around?

- Having them at Towson does reduce the cost of the location.
- Some costs would incur for professors, materials, etc.
- o Conference Exhibitors 6 Silver still open.
 - Current Exhibitors on website

Question: How much does a non-profit cost? Inexpensive, maybe \$250?

They have reached out to all the past exhibitors and will reach out again after Christmas.

Question: Can exhibitors bring in exhibitor staff? They get one registration.

- There are other sponsor options which come with registrations.
- All the different options are listed on the website.
- Put out a call for presentations.
 - o Already inexpensive so no free registration but does count toward GISP credits.
 - M. Stevenson has encouraged students to consider taking their presentation from MSGIC Quarterly to Towson.
- Continuing Education and Professional Credits Subcommittee
 - Have been asked to put in competency credits
 - Take on responsibilities
 - Would make it more of an incentive for groups like MSS would earn credits for attending TUgis.

Action Item: Put together a subcommittee to research continuing education credits. L. McDermott and P. McLoughlin volunteer. May consider asking MSS member to sit on subcommittee.

- John Palatano might be good to consult since everything he puts together offers credits.
- Membership Subcommittee Update
 - List of members and current organizations on Google Drive
 - o Plan to update the list, will ask Caucus Chairs to identify missing entities.
 - Can do a targeted reminder early January to those who have not yet re-upped.

• Intern Update

- Keep up the schedule of events, switched it from November to December and messaged out upcoming events on LinkedIn and twitter.
- o Keeping an eye on the spam catcher for the website and acknowledging messages on twitter.
- Have a bunch of new job postings and internships for our website, sent from Julia that should go up today.
- o M. Stevenson has asked for help securing a breakfast sponsor for the Winter quarterly.
- o Did final project for M. Scott using MapBox to display MSGIC members and organizations.
- This was a low priority from us that she was able to complete while satisfying a class project.
- Will share with EC, get feedback and determine how to best integrate it into the website.

MSS/MSGIC

o Datum 2022 Subcommittee

Question: What would that committee do?

- Reestablish connection w/MSS. Represent MSGIC at meetings and bring info. Provide info to how GIS community will be impacted. Message out that information.
- o May be a good time to solicit our membership, starting with our Data and Resources Group.
- NGS just put out a bunch of videos about this. Think they tweeted that. Could be something we point to from the website. NGS on YouTube.
- Subcommittee Goals & Objectives 2015
 - Some goals and objectives are already outstanding

Action Item: Subcommittee Chairs put together

 Corresponding Caucus Chairs would put that out to their members and make sure we get any new goals and objectives and reprioritize them.

Action Item: Have ready for next EC on Jan 14th and then present at the next Quarterly.

Speak to the goals at the Quarterly to make larger membership that these
 Question: Will this be the Caucus or Subcommittees? Since the Caucus Chairs are the
 communicators and the Subcommittees are the doers, it might be the CC's who communicate that.

GIO Briefing – Barney Krucoff

- Transition Team Not a lot to report but they did meet with DoIT.
 - Will be a tough budget year
 - Some of the administrations priorities economic development, saving money both we can help with, as well as combatting the heroin epidemic.
 - Do we now try to reach out to those who sit on the Transition Team? How do we want to move forward trying to advocate for the GIS community?
 - Want to be sure we are aware of what is going on with DoIT.
 - o Gaining a position in StatState under the current administration.
 - With the TUgis conference, that second part of the Plenary (the state and local) hoping that there is a secretary of DoIT and Planning and invite them to speak.
 - Hoping to inform the team that we are well positioned to solve problems.

Question(s): So what do we want to do? When is the right time? Who are the right people?

- Not sure if it is MSGIC or if should come from DoIT or the state agencies?
- Yes unclear how it will play out.
- May be good to continue to brainstorm and alert the group should there be any opportunities.

Question: Has there been a document done on the website for example showing the cost benefits of statewide ortho acquisition? Baltimore County has but that was very specific.

- MSGIC has not had to answer questions for the last 8 years as what is GIS and what are the benefits.
- Going from one administration who inherently knew the value of Geospatial Technology
- MACO Winter Conference might have been a good opportunity with the incoming administration - maybe do one every four years following an election.
- MACO and MML Spring might be a good time.
- Would be a good opportunity to advocate for GIS in the state.
- o ESRGC will be at MACO and believe 3 table tops still available.

Action Item: M. Stevenson can research the cost. Think it is \$600.

- Think we no longer have to educate what GIS can do, but what they may not get is how it might be done better and cheaper if it can be coordinated.
- o There was a GIS session last year emergency management.
- Might be good to try to coordinate with MACO since they always try to do a GIS session.
- Open Data Council meeting next Tuesday.
 - Looking at the law that allows the sale of mapping data.
 - DoIT has withdrawn sponsoring legislation that would repealing this law because Senator Ferguson is taking it up as is own.
 - Advised that putting forward as a part of outgoing legislation would be dubious.
 - MDP has submitted a less than repeal idea.
 - Concern that if the law were repealed than could not charge for DVD's, prints, etc. without id being a public information act request and would require legal review.
 - Looking for language that would allow for charges of these type of products and production time and the product itself but exempt online distribution.
 - Law treated geospatial data different (only we could charge).
 - o If expanded to include all data than expanding to charge where there was not a charge before.

Question: Do you know if that is fact that it will not allow for charges for reproduction?

- Not sure, but they their lawyers believe it to be fact.
- Federal government has an open data policy and has the ability to charge for extraordinary production costs.
- o The cost of administrating MD Public Information Act has been developed over time.
- There is no charge to go to a Planning department to get a map but could be considered a PIA and there would be the same charge (minus the 1st two hours) but would be a process routed through lawyers and the like.
- o Getting away from charges for online distribution.
- Alternatively if geospatial data being treated differently is a bad idea then recommend repealing altogether and add to the Open Data Law to allow for recouping costs.
- Moving away from paper maps and DVD's to online distribution.
- Obligation to still make available to the least technically enabled which is why paper map and DVD production still likely exists.
- o That was addressed by putting a work station in the planning lobby where they could assist.
- o Important to make a distinction between the data and the manipulation of the data and then providing that service.
- This would include custom requests and could take into account all the overhead to fill those requests.
- State agencies charge for services all the time.
- MDP may be getting hung up in the data law which needs to be open and free, it's the
 production and custom requests where they need to recoup the costs.
- There is language where they are trying to make that distinction B. Krucoff can provide.
- o FOIA does cover the custom requests which the first two hours are covered by the agency.
- Will be awarding a training program that state agencies will be able to take advantage of.
 - o Have received bids and will likely come out in Feb.
 - o In the Spring state agencies will start receiving this training.
 - Unsure how they will proceed if locals want to piggyback.

- MDiMap services (1.0) will be turned off December 31st
 - Image service finally up raw imagery that can be reprojected on the fly popular with CAD community and SHA).
 - Ran into another issue with this imagery service so delayed for the time being.

Question: Will it be working with latest and legacy Flex applications?

- Yes, it should work with both old and new Flex apps.
- If anyone is having issues they should let them know as they have developed some work arounds.
- Had issues because there were two different caching schemas (one for web Mercator and one for state plane) but have found work arounds.
- Let ESRGC know if need any help with dealing with the image services bugs.
- o Do have help from CGIS who have made it work before.

Caucus – GIS Coordination Efforts and Local User Group meetings

- Local Government Updates Matt Webb
 - Southern MD user group meeting on Friday
 - o M. Webb and P. Callahan attending
- Regional Government Updates Mara Kaminowitz
 - Have opened up some of their meetings B. Krucoff and T.J. Ferrantino from FEMA will be attending tomorrow.
 - Still attract more municipal than regional
 - o Getting PA folks and some from Frederick
 - o Scheduling a meeting to go visit COG and possibly PA in Spring.
 - PA is part of BMC mandate but also good for talking about MSGIC and promoting regional collaboration.
- State Government Updates Jim Cannistra
 - No updates
- Federal Government Updates Cynthia McCoy
 - USGS Dorchester/Caroline has been sent back for a second round of corrections.
 - Will delay delivery to January.
 - o Flights for Carroll, City of Baltimore, Kent & Talbot QL-2 LiDAR have begun.
- Education Updates Mike Scott
 - o There might be some outstanding items on S. Jeffries list that need to be
- Private Industry Updates Patrick McLoughlin
 - Sent out email to solicit for content
 - Of 400 emails only 18 bouncebacks.
 - Starting to reach out to specific people we know are interested to gauge Private Sector role.

Data Resources Subcommittee – Patrick Callahan

- o Meeting next wed the 17th with MDiMap committee
- Trying to get working on data standards and standards for symbology

- Request for EC P. Callahan attended GISP training at CCBC and it was excellent. TUgis put out last year's attendee list. Would be great to have a letter from MSGIC to Mr. Morgan to get attendee list and program from at least last 10 years. Would help GISP's. All the covers were a part of the presentation for the 25th anniversary.
- Statewide Imagery Jim Cannistra No updates
- Property Data Products Jim Cannistra

No updates

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Education Subcommittee – Lauren McDermott

- o GISP workshops had really good turnout and good feedback.
- Learned a lot in retrospect.
- Would like to have a survey for future workshops which could be done through Eventbrite.
- Would like to recognize and thank Doug for his contribution.
- Did recognize him in the Chair email but he did volunteer, did it for free and travelled to Salisbury.

Action Item: L. McDermott to propose how we can thank him to the group.

- Did produce certificates for the attendees and think we should be documenting who we give certificates to.
- Yes, good to keep an attendee list who attended who did not.
- What percentage showed up- For SU everybody showed up but unsure about CCBC.
- Just curious if we put on a free training, will there be a significant number who may not attend because there is no financial incentive.

Address Point Update – Have received all the address points from all the jurisdictions.

Grant Development Subcommittee - Al Wainger

- No updates on Grants
- Change to Advocacy Subcommittee
- Need to identify what needs to be done to change to Advocacy
- Bylaw, votes, verbiage etc.
- Would be good to ask NSGIC on proceeding

Question: Where will grants fall?

• The plan had been to create a subcommittee should a grant opportunity come up.

Action Item: A. Wainger to draft verbiage for bylaw changes.

Outreach Subcommittee - Ashley Buzzeo

• Website Analytics Summary for the last month: 11/9 – 12/9

Total Sessions: 515	Top Pages (highest to lowest)	Browsers & OS
New Visitors: 482	 Homepage 	• 58% Chrome
Returning Visitors: 321	• Events	• 18% IE
Network (top 5)	 Job/Internships 	• 14% Firefox
State of MD	• Blog	10% Safari

Ches Environmental	Minutes	Mobile
• Sailor	 History/Structure 	Apple iPad
 University of MD 	 Election Results 	Apple iPhone
• BMC	GIS Day	 Samsung Galaxy S5

Question: Is month to month good or would doing a 3 month comparison be better?

- o Month to month is good to follow responses to our messaging.
- Time consuming
- May need to set up a report that automatically generates.

Upcoming Events

- Esri Mid-Atlantic User Conference | December 2-4, 2014
- Webinar: Assessing the Accuracy of Remotely Sensed Data | December 4, 2014 | 2 3PM
- Southern MD User Group Meeting | December 12, 2014 | 9AM
- Webinar: Afraid of GDAL, There's a GUI For That: Raster Mastering in QGIS | December 17, 2014 | 1:30PM