MSGIC Executive Committee Meeting
Friday, September 9, 2016 9:00 AM – 12:00 PM
7400 York Road, Towson, MD 21204
(3rd Floor Conference Room 301)

In Attendance:
Marshall Stevenson, WBCM (Chair)
Patrick McLaughlin, SSA (Chair Elect)
Mara Kaminowitz, BMC (Regional Caucus Chair)
Patrick Callahan, Prince George's County (Data & Resources Subcommittee Chair)
Glen Sine, Anne Arundel County (Local Government Caucus Chair)
Jeyan Jebarj, MD DoIT
Ardys Russakis, TU- CGIS
Kenny Miller, Michael Baker Int'l

On the Phone:
Julia Fischer, MD DoIT (Education Subcommittee Chair)
Mike Scott, ESRGC (Education Caucus Chair)
Matt Sokol, MD DoIT (State Caucus Chair)
Lynda Liptrap, US Census (Federal Caucus Chair)
Sandi Stroud, Michael Baker Int'l

Open Meeting & Announcements – *Marshall Stevenson (MSGIC Chair)*

Approval of Prior Meeting Minutes
Open/General Discussion

- Need to work on the transition from Executive Committee members from year to year
- Formalize an overlap period to transfer knowledge and assist and be available throughout the year.
- Need for documenting general responsibilities and likely more detail than what is on the website
- Create a packet the first year to pass on
- May be intimidating for those who don't regularly attend
- All the tasks each position is responsible isn't necessarily known to other members on the board, i.e., How is the coordination with the interns working? Who updates the website?
- Do we need to advertise that there is a transition period? Somehow to make it less intimidating. Maybe message that briefly at each of the quarterlies.
- Can we associate how much time is involved with the roles, for example, coordinating the four quarterlies? How much work and number of hours does that really take?

MSGIC Treasury Report - *Al Wainger (Treasurer) Unable to attend sent report.*
Update
    Beginning balance: $16,842.63
    Total expenses: $10,716.87
    Net income: $6,125.76

- More discussion later in the meeting with MSGIC's involvement with TUgis.

- Having a more active monetary role and adding value to the conference without asking more from DoIT whom we partnered 50/50 in the past.
- Agree it is a good idea as long as we are giving back to our members, for example giving them a cost break on registration.
- The problem in the past of doing that was the capability of the system to do that and track members registering.
- TUgis is looking at a complete solution for registration that combines a presenter portal, paper submission, and Eventbrite pieces.
  - Potential for at a joint solution that may also track training.
  - Currently have a couple different systems the member management system and MailChimp.
  - May be worth at looking at a solution that we could all leverage, if possible.
  - Potential marketing opportunity to show how MSGIC is contributing, the benefits to our members and also bring in new members through TUgis.
  - There should be new vendors at the conference whom could be potential sponsors in the future.
- Looking at getting shades and retiring the booth which is falling apart.
  - 2 possible shades which would be less cumbersome
  - Some of the panels will not change or would change infrequently.
  - One panel that will likely rarely change, one that may change every couple years.
  - In the center have an easel with the sponsor logos which may change every time we exhibit.
  - Would be good to get in place prior to TUgis.
  - TUgis can offer up some graphics help.
  - CGIS moved to a fabric model which is highly customizable.

  Action Item: Ardys will do some comparisons between the different options.

RK&K
- They were interested in becoming a sponsor. May be waiting for the calendar year.

  Action Item: M. Stevenson will follow up.

MSGIC Business
Presentation - Sandi Stroud (calling in)
NG9-1-1 and the GIS Workflow: Preview
- Formerly with City of Laurel and BMC and active with MSGIC, now with Michael Baker
- Active member in the URISA organization and recently helped them form a Next Generation 911 taskforce.
- URISA is a partner member with the Next Generation 911 Now Coalition
- SS authored NG911 half-day workshop for URISA that will be put on by MSGIC in the winter
- Prior to the workshops, try to engage the state GIS Stakeholders leaders first to preview some of the content and assess how can we make these workshops as more of a value add to those that are going to attend.
- Possibly stacking the audience with voices that can answer the questions that will inevitably arise. This approach has worked very well in the past.
- Teaching this workshop at the Georgia URISA conference in October and will be doing a roundtable at the end.
- There have been some changes in the standards and requirements and some changes in MD that will have an impact.
- There is a lot of confusion around NG911 NOW, the Who, What, Why, When, How.

- SS role today and in the workshop is to provide the GIS stakeholder with a level of knowledge about how to work with 911 stakeholders, what NG 911 NOW is, and how the systems will use their GIS data, etc.

What?

- What is NG911?
- Usually think about CAD systems, CAD map systems, call-taker applications. All which in some way leverage spatial information but often for visualization. Still by and large a query logic look up process and not necessarily a system that uses the GIS data as we might expect, Geocoding for example. Often location information that currently comes into the 911 center is compared in the CAD data.
- What NG 911 Now is, a focus on completely changing that middle process that emergency call routing function. When you call 911 there is a workflow that takes the location from where you are calling from and compares that information against location data to determine the correct 911 center to take your call.
- Ex: Two people calling 911 near two county boundaries could each get routed to a different PSAP. This is because of the fuzzy location logic associated with current workflow used to determine your location and the correct 911 center.

Why?

- Why are we changing to NG?
  1. The Network - "Put simply, NG911 is an Internet Protocol (IP)- based system that allows digital information (e.g., voice, photos, videos, text messages) to flow seamlessly from the public, through the 911 network, and on to emergency responders". US DOT
     - Allows for capability to send data. The existing system is over 40 years old and expensive to maintain. There is an expectation that we will be able to meet the demands of the changing technology.
     - Upgrading to an IP based system does not improve accuracy of wireless calls.
       - Will allow for mutual aid agreements with other 911 call centers for the first time.
       - For example, if one call center is under 4ft of water it would be extremely difficult for another center to take those calls. With NG911, if a mutual aid agreement exists, a switch could be flipped and they could start taking those calls.
       - Very impactful when we think about redundancy and mutual aid but the data must be put in place too.
  2. The current system is maintained and provided by the phone companies. Large carriers like Verizon & AT&T want out of the business of maintaining these systems.
     - It is very expensive to maintain these analog systems and they want out of that market.
     - Most of the large carriers have submitted requests to the FCC to phase out their analog service by 2020.
- The components NG911 will affect:
  1. The Network: All call center systems will need to be upgraded to be NG911 compliant.
     - The analog network will be replaced with ESInet (that IP based network that connects to 911). What's going to run that IP based network is the location data that take the location of the caller and determine what PSAP the call goes to.
     - In the current call flow system there are location databases that are being used to route calls and locate the caller. These are currently being maintained and executed by those telephone companies. In NG that will be maintained by and the responsibility will be at the local PSAPs. This is a huge shift in the liability and responsibility of getting calls to

the 911 center. Will no longer have the fall back of the telephone company as being responsible.

- o The FCC is pushing for technology that will allow your phone to search for the closest Wi-Fi hotspot and that would be what was sent to the 911 center. Instead of sending the location of a cell tower it would be sending a civic (sub) address. Those location databases and the functions that they currently provided will be replaced by GIS data.
- Location Data: Highly precise footprint of road centerlines, PSAP boundaries, Emergency Service Boundaries.
  - o Address Points are not on the list – yet. Likely will be required in the near future.
  - o Recommend that the source of the data to support the ESInet come from each GIS authority due to the perceived liability.
  - o Near real-time 24/7 maintenance schedule. New data and errors in data need to be updated within 3 days.
  - o PSAP boundary – Is primary 911 center only. The center that gets the call when you call 911. They will need footprint of each primary PSAP they share a boundary with. Will be highly precise data with no gaps or overlaps. Some systems purchased may require Nodal based topology to align your vertices with your neighbor.
  - o Emergency Service Boundaries – must have same level of accuracy. Emergency Service zones are not applicable in these systems. Separate service layer for Law, Fire, EMS, etc.

How?

- There are several steps to reconcile GIS data with the current location information that is being is providing the service of getting that 911 call to the 911 center as well as data clean up and validation. First at the local level and then at the foot print level with neighbors.
1. Master Street Address Guide (MSAG)
   - o Looks similar to a street centerline file. Often street info is concatenated and needs to be parsed out.
   - o Unlike a centerline that is broken into segments, often there is just one feature with the low and high allowed address.
   - o There are often breaks where a range of address are not to be dispatched to by that PSAP.
   - o Your centerline in conjunction with your PSAP boundary will provide the same service that the MSAG does today. The new system will attempt to geocode the call to the centerline and spatially join to that polygon. That will help determine where that ESInet routes that call to.

Question: How will it geocode with any accuracy if you are only using the street centerline?
Answer: The segment will have to be wholly contained within the PSAP. Theoretical ranges will not provide the level of accuracy needed.

Question: What about address point event features along the centerline – is there any benefit?
Address: No because the systems will not geoverify addresses in that way. The architecture of NG was not designed by GIS people and was crafted in 2009. They made assumptions that every jurisdiction had a complete GIS and could update their data instantaneously.

2. You will have to synchronize your centerline data with MSAG data.
   - o You cannot have ranges in your centerline that are not in your MSAG?
   - o All anomalies need to be investigated to determine which database is correct. If the centerline is correct the MSAG needs to be updated in the meantime.

Question: MSAG ranges are potential? Potential. Perfectly acceptable if your centerline fall with the MSAG range but not outside.

- o Also will need to compare street names, types, directional etc.
  - ▪ For Example: City of Newport Beach, CA – Had to pass city ordinances to accommodate needed readdressing.
3. PSAP boundary placement is key to where the call goes. Not always straight forward. Sometimes the line will be on the curb vs along the centerline.
   - o Some systems will allow you to place the PSAP boundary on top of the centerline. Some will set an offset. Some require that the centerline be wholly contained. Each jurisdiction would then have to split the centerline into a dual carriageway.
   - o The GIS part is not highly technical the hard part is coordinating between the PSAPs and the GIS. GIS staff would not be making those decisions.
4. Synchronizing the ALI (the telephone number) database. Your home address is geoverified against the MSAG and is what determines where the 911 call goes.
   - o The ALI Database is not always well maintained and also needs to be synchronized. For Example: Hamilton County had 900 no match ALI records when synchronized with GIS. Often it's the GIS person who has to call each telephone number. NENA suggests a 98% level of accuracy some will insist on 100%.

Workshop in ~~December~~ November
- Target Audience:
  - o Local GIS stakeholders (manger level) data steward/authority
  - o IT Managers (security and technology needs)
  - o 911 Operational stakeholders with one of their technology staff
  - o Policy stakeholders, regional groups like BMC
- How MSGIC can help?
  - o Promote workshop to membership
  - o Announce the workshop at the numbers board 911 planning day
  - o Encourage GIS stakeholders to "bring a PSAP friend"
  - o If desirable can leave the last 30 min Roundtable or panel for a Q&A session answered by local experts and practitioners

When?
- Why is this timely?
  - o NCR RFP (Fairfax County) for a Capital Region ESInet – migrating from legacy system to a NG system. Includes a GIS component. Phase 2 includes 6 MD counties.
  - o This will likely impact the rest of Maryland in 2017/2018 (go-live date)
  - o One of the biggest implications on (us) is that currently Verizon has some stipulations with regard to when systems upgrade to NG911.
  - o Verizon will continue to support the legacy system for only another 2 years from the go-live the clocks will start ticking.
  - o Verizon will continue to charge those counties that have gone-live the monthly fee until every jurisdiction goes live even though they are not using it until everyone has upgraded to the NG network.
  - o There is a level of complexity to get all the data ready and shortened timeframe

  Question: You said 6 MD jurisdictions. There are only 4 MD NCR counties. What are the extra 2 counties?

  Answer: Calvert and St. Mary's agreed to sign on to the outcome of the NCR project. NCR money would not be available to those jurisdictions.

- o The GIS part is straightforward. The PSAPS boundarys largely follow jurisdictional boundaries but not always.

  Question: Who could get called if a call came from in the Bay? What about a military base? You would need to represent them as a PSAP. Would that be the same for federal properties that have their own systems?

  Answer: Yes. If you call 911 and it goes to a different call center than your jurisdictional call center (from a land line) you would need to represent them as a different PSAP. For example, NIH, IRS building, AG research, Greenbelt Park, Naval Intelligence, Census, not to mention Andrews?

5. SS is currently working on a paper for the topology rules for the NG system.
6. Need to double check ESRI Mid-Atlantic User Conference dates to make sure there is no conflict.

Action Item: Tari to reach out to Sue Hoeburg

Action Item: Tari to work with Sandi on crafting message to target audience for the workshop

7. October 5th Southern MD Tony Rose will be speaking.
8. December the 15th is the last 9-1-1 meeting. Want to be sure we get in before that.

Question: When is the panning day? Usually in November and held at the Bowie PSAP.

Question: Do we as MSGIC want to participate (in planning day)? Yes, Kenny Miller can take off his Michael Baker hat and represent MSGIC.

Election Update

- A couple new nominations have come through
- No one yet for the Regional Chair position.

  Question: (To Mike Scott) Any thoughts on someone from the Eastern Shore from the TriCounty Council?

  Answer: Yes, will look into it.

- Would like to have a contested Chair race.

  Question: Are we asking for Bio's from everyone?

  Answer: Yes, a follow up email requesting the bio was sent to all nominees.

  Action Item: M. Stevenson will follow up w/J. Spangler and the interns on how the election will go out. Survey Monkey/Mail Chimp?

MD DoIT GIO Update

- A GIS Vendor Day – Half day for state and locals to come and meet with the vendors. A 2part event. Intros in the morning of each of the 5 vendors. Each will give a brief intro on their company and product line. Then will give a chance to meet.
- Asking for GIS Manger/Coordinator & GIS analyst (from state/locals) – Vendors to bring sales rep and Solutions Engineers.
- Monday, October 24th from 9-12.
- Will only be the master contract vendors this year. Next year will be the task contract vendors.
- DoIT procurement will be there to explain the process for state agencies vs locals.

  Question: What the difference between the Master Contract and the COTS? Are there a couple different contracts available?

- The Master Contract is 3 Functional Areas. Not a tech consulting services contract. Master Contract refers to the three functional areas. Desktop/Server software, mobile software, software maintenance and support.

- CATS – Several GIS venders on the list. Purpose to get some other vendors besides the current ELA.
- There are over 130 vendors listed in the CATs system as providing GIS. Believe including all those would be a bit much for the first vendor day. When we get to the next go-round may need to find a new venue and support that.
- Recommend naming it something different than GIS Vendor day since it's really only focusing on the Master Software Contract vendors this time around.
  Question: Is this how DoIT will be moving in the future?
  - o MDOT does something similar.
  - o Yes, the Secretary will hopefully attend as well as Julia and provide some opening remarks.
  - o Vendors will have their own tables. That's why we want the manager/coordinator types who can speak to the vendors on their needs.
- Last Vendor outreach day – DoIT having on the 29th. Not sure what/who that is targeting.
  Question: Is DoIT going to be heading out to these different regional meeting to get this message out? Several meetings coming up between now and then. Yes, Matt Foley went out to Western MD user conference a few weeks ago and Lisa went out to Southern MD User Conference. Matt will be trying to get out to the Eastern Shore. Jeyan to Central. Going to try and get back more to liaising in the different regions.

MDP/MDE Request to establish planimetric capture standards
- Presented at last quarterly
- No updates.

Explore new system to track membership payment to consolidate/replace current systems - *Matt and Sid*
- Set up the Insightly system and that was pretty straightforward. Uploaded a sample (of the membership data) and customized some of the fields to reflect the info we were tracking: Company, Caucus, currently paid, date of pay, etc.
- MailChimp link capability as well as third party PayPal link. Did not have time to explore those pieces. Was a 14-day trial.
- Believe as a Non-Profit get a 50% break on the fee per user. Would bring it to $6.
- Similar to Sales Force. Pretty intuitive. Would be helpful with setting up those dates of membership/sponsorship expirations.
- Does Insightly work with the system that TUgis is looking into?
  Action Item: Ardys can send to Matt the systems they are looking into.

Conferences
MACo Summer Conference 8/17-20 (RECAP)
- Thought the conference went well. Good traffic. MSGIC had a presence in the Discovery Zone.
- The bottle openers were a hit.
- May need to look what we put out there for the presentation.
- Had a good discussion with the new deputy secretary w/MDP. He is the former county attorney for Harford County.
- Not as costly as most booths go.
- There were 3 GIS sessions which was the biggest GIS presence yet.
  Question: Have discussed before, is there a way we can have more of role in the MACO conference, advocating for being involved?
  Answer: We have approached them before and the way they have suggested is via open paper submissions for topics. We have asked to have a role for GIS presentations, whether it be

reviewing submissions or recommending panelist. Continuing to be involved the way we have been. Leslie did stop by our booth and thank us for being there.

- Value of going through MACO and having Counties request topics - There was a NG topic that the PSAP folks wanted and asked for which MACO jumped on. There were several people on the panel with K. Miller including Jack Markey (Frederick Co EM Director), Tony Rose (Charles County Chief of Fire and EMS Communications), Trey Forgety (Director of Government Affairs at NENA) talking about the 2020 deadline and Scott Roper from the 911 Board.
- It was a good turnout, about 60 folks in attendance.
- It was the MACO community that pushed for that.
- M. Scott's presentation on the Zika virus had a good turnout, particularly for a Friday afternoon timeslot.
- Should we poll the county GIS managers – a one two page SurveyMonkey? Would they be hot topics, or what you wanted to the elected officials to know about? Storm water for example which is a hot topic but was not at the conference.
- What the county folks wish they could communicate to elected officials. Would be a way to communicate those topics via MSGIC.
- Create that top 10 list. Need to do it now and have ready for the winter conference.
  Question: You mean via a survey?
  Answer: Would not have to be formal – Just reach out to the folks we know are engaged and tell them we want to hold an information session, we want to cover topics that are important to you.

- The challenge would be that not everyone is engaged and there are regions we need do to hear from.
- Need to reach out to the GIS Managers for each of the jurisdictions.
- PG for example would inquire the topics of issue with their municipalities.
- Would be useful to be able to say (to MACo) we did a formal anonymous survey, was compiled and shopped thru MSGIC and regional council connections and did a broad outreach.
- This may be an approach to breach that barrier of the type of involvement we had been trying for in the past.
  Action Item: Local Caucus Chair to put this together. K. Miller volunteers to help.

- BMC's Brian Shepter was there [MACo NG session]. Organizing a follow-on 911 seminar and has opened it up to beyond the BMC jurisdictions. Goal is to take the session from MACO to the next level. Hopefully an outcomes document will come out of that in time for the planning meeting in November.
- Next Gen is going to drive the data accuracy, data completion and access.
- Important to get the PSAP operators at the workshop.
- MACO has a monthly newsletter broken down by topics. Recommend putting the event in there to promote.
  Action Item: K. Miller will work on getting that into the newsletter

- Worskshop currently cutoff at 50 attendees.
- Do we need to approve who attends? An overabundance of attendees would be a good thing.
- 50 is manageable number. Should we try and put on the workshop 2 times?
- MACO (winter) – Getting on the agenda may be more worth our while than doing a booth. Dec 7-9th
- Suggest moving Workshop up a week.

APA Maryland / Delaware Regional Conference, October 15-16
Question: Does anyone have any experience with the conference?
Answer: Years ago.

- Mara has spoken at a monthly meeting.
- Appear to be looking for presenters, vendors, etc.
- Should write down these groups/contacts to reciprocate at TUgis.
  Question: Could TUgis and MSGIC do a combined table top?
  Answer: Potentially, wait for additional info. Would speed up new booth.

  Action Item: M. Kaminowitz will reach out to her boss on the conference who she believes attends. Replied: Been years since attended.

- Maybe Jim Cannistra and Anthony could present on LandUse
- The conference is over the weekend.
  Discussion: Consider for next year. Not enough time to prepare.

Quarterly Meeting Updates – *Patrick McLoughlin*
Fall (annual) Meeting (Central MD)
- Brookside Gardens on Thursday, October 20th
- Sponsored lightening talks
- Required as part of our annual meeting to discuss MSGIC business, bylaws etc.
- "State of the Counties" Looking for input from as many as the localities on what they've been working on.
- Would group by regions.
- Patrick McLoughlin, Mara Kaminowitz and Glen Sine are reaching out.
- MSGIC will cover the lunch since this is our Annual meeting.
- Parking should not be a problem.
-
Winter Meeting (Southern MD)
- Need to
- College of Southern MD in LaPlata It is a good venue that we have used before. They do charge for the room.
- 3rd week in January
- Recommend promoting it heavily
- Need to determine how far south to go.
- There are a few venues available but have not committed to anything

Education
LiDAR Workshop – *Mike Scott/Julia Fischer*
MD iMAP Intermediate GIS Training (Next Offering 11/16?)
- Other Educational Outreach Efforts

Marketing/Outreach/Advocacy
Emerging Professionals – *Sid Pandey*
MSS/MSGIC - *Patrick Callahan/James Shaw/Matt Sokol*
- Remove agenda item

New Business
- Next meeting location.
- This space is available and doing it here in the same day would minimize a trip.
  Question: Do we have a reservation in Crownsville next month? Are there any capacity limitations?
- There are several small conference rooms similar to the current one. Need space for 15-20 max. Tugis needs space for 10.
- BMC could also be made available.

Question: Can we keep Anne Arundel reserved just in case?

Answer: Yes, and we should try and keep a routine rotating between Towson and Crownsville.
- Next month plan for Crownsville.
- TUgis meeting on the 14th