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A commitment to excellence in the development and coordination of geographic information technologies.

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MSGIC Executive Committee Meeting Agenda
Friday, January 13, 2017 9:00 AM – 12:00 PM
7400 York Road, Towson, MD 21204
(3rd Floor Conference Room 301)
Conference Call Details: Bottom of Document

In Attendance:	On the phone:
Marshall Stevenson	Jake Lloyd
Patrick McLoughlin	Lynda Warthen
Julie Spangler	Ashely Samonisky
Kevin Coyne	Tari Martin
Dawn Blanchard	David Alvarez
Patrick Callahan	Erick Pate
Peter Hanna	Alison Banks
Al Wainger	Julia Fischer

Open Meeting & Announcements – *Patrick McLoughlin*

- Approval of Prior Meeting Minutes
  - Motion to approve Patrick C
  - Pat M second
  - approved
- Open/General Discussion
  Pat M—any topics to discuss?
  1. Pat M—using a Go To Meeting today; GTM was $20 cheaper per month than WebEx. One a month to month plan for now. At next week's quarterly the Esri training manager for MD will be presenting on the new Esri format and training program. She will be participating from Colorado via the GTM. Will be a test run for the platform to add flexibility for future meetings.
  2. Pat M—topic will be addressed more in depth later, but today is the deadline for the TUgis conference. Asked everyone to send out the message to colleagues to get more presentations. Alison—will send additional reminders to get presentations submitted. Will send something on MailChimp.

MSGIC Treasury Report - *Al Wainger*
- Update
  Al—
  Financial Statement from 2016 (will go to auditors and tax people)
  - Overall we are in excellent shape
  Included January 2017 financials as well
  - Took in $3200 since beginning of January
  - Al also paid for the mailbox for the year

- o Peter—was there ever a discussion about reduced rate multi year plan? Pat M—can't recall what options were discussed. Costs were reduced a few years ago.
- o Al—need to either spend more money or reduce the costs. Pat M—also starting to account for recurring costs and some upgrades to the booth, an expanded the intern budget. Looking for other ways to get involved.
- o Pat M—sent email back in November to come to the table with ideas about what MSGIC could provide to the membership. What other areas can we focus on?
    - ▪ Patrick C—few ideas; more advocacy for GIS in the state, more outreach to K-12, promoting GIS as a career; gave example of Howard Co Career Academy where GIS is listed under Homeland Security and is only one course.
        - • Pat M—this would be an opportunity to get more involved with MGA.
        - • Patrick C—maybe offer training to teachers;
        - • Dawn—offer in summer to teachers.
        - • Pat M—MGA had put together a training program on either a Saturday or a school holiday.
        - • Pat M thinks Eric Cromwell would be a good contact.
        - • Dawn—include schools IT groups in the trainings so they can prepare the networks to handle the data and SaaS.
    - ▪ Patrick C—another idea is to set up a hackathon and sponsor a day or half day session.
        - • Kevin—about a year ago, Eco Challenge. Julia—few years ago "Reclaim the Bay" hackathon.
    - ▪ Lynda—Is it possible to sponsor TUgis registrations? Maybe sponsor registrations for the people who are reviewing the resumes?
        - • Julia—concerned it would sets a precedent since most of what we do in MSGIC is on a volunteer basis. It would be a sort of stipend and we rely so heavily on volunteers.
        - • Kevin—is there any way to assist school groups to attend?
        - • Peter—Esri UC always has high school students presenting on the main stage, maybe that can be built on statewide.
        - • Patrick C—most high schools have some sort of program. Maybe we can sponsor a teach or two to attend TUgis. Patrick C was contacted by the Prince George's County group and they are a bit lost as to which path to take. Maybe we can find a teacher and/or student or two and sponsor them to the conference.
        - • Pat M—Tugis has a program in place, maybe it can be expanded.
        - • Erick—Calvert has a Career Academy that has a CADD/technologies program; he was approached by

coordinator at the school to do a mentorship with a student. Maybe we can touch people one or two at a time.

- Dawn—participates in CAT North committee for environmental & geography studies in a similar manner.
- Alison—high school students often don't understand what GIS is, sponsoring them to attend TUgis could benefit could inspire students to pursue GIS as a career.
- Pat M—keynote always includes MSGIC goals, etc. Would be possible to add another component to give recognition to students.
  - Dawn—many schools want to give students a certification, do we have that is MD?
  - Marshall—there was a workshop here at Towson with Virginia that prepped teachers to assist with preparing students for the entry level Esri certifications.
  - Marshall—there is a curriculum that exists for teaching teachers how to assist their students with getting esri's entry level certification.
  - Julie—can we set up a working group to explore this? Where would it fall within our structure?
    - Pat M—Fall somewhere in between Julia and Mike Scott's group.
    - Julia can kick off, but maybe identify someone to assist. Names that came up were Mara, Virginia Thompson, Eric Cromwell, Scott Jeffrey, reach out to the other colleges.
    - Julia will reach out to individuals to start a conversation and look to identify the champion for the initiative; Eric and Virginia seem to be the best candidates.
    - Julia will follow up with Marshall regarding the certification program.
    - Julia indicated we have colleagues in the school systems to reach out to.

MSGIC Business
- Interns
  - Advertisement for next year's internship will be prepared by TUgis
  - Pat M—will get the advertisement ready to post by TUgis to transition another intern into place to work with Alison.
- "Photogrammetrist" Committee - DLLR/PLSLB

- o David A—meeting has been set up for 2/1 @ 1:30 pm for the committee to meet. No agenda yet. David is gathering information 10-15 states that there is something in the works or in place to share with the committee.
- Maryland Elevation Working Group
  - o Jake L—got in touch with Roger. The group is going to meet at TUgis. Looking for additional discussion topics; one is new topographic and bathometric data; another is funding ideas for lidar maintenance. Julia—Matt Sokol and Julia met with Roger to discuss ESRGC document for exploring a more consistent lidar program that would perhaps be in parallel with the imagery program. A consortium of funding will be explored because there doesn't appear to be a group to fund like Numbers Board does for the imagery. Maybe go through 3DEP to secure grant money; Roger shared that diversity in sponsorship is looked upon favorably. David—have you looked into Ohio, Maine or Indiana's programs? David to share contact information for those programs with Julia.
- Explore new system to track membership payment to consolidate/replace current systems – *Kevin Coyne and Sid Pandey*
  - o Kevin—Sid was looking at zenbership.com. Sid also looked at TidyHQ product that ties into mail chimp. Kevin—does this handle payments as well as memberships? Pat M—not sure, but it might be able to integrate with a third party. Sid's update included that service is free, integrates with mail chimp (for a monthly fee.) Kevin and Sid will dig into this more; if chosen, determine how to upload membership information we already have. Pat M—January 1 notices sent to members to renew for the calendar year. We are moving away from the model where BMC covered additional jurisdictions. Patrick C—will TidyHQ allow us to target people who haven't paid, etc to minimize who gets which emails? Will be topic for Feb meeting.
- Exhibit Booth Panels
  Pat M—content is ready; Sharon Grove is looking to have them produced by the end of Feb. Marshall—two large shades and then one smaller one for table top presentations. Use powerpoint at the stand and only develop paper products if we have to.
- Kevin—what are our giveaways? Pat M—have 700 bottle openers left. Are there other ideas? Julie showed the suction phone stand idea.
- Conferences
  - o TUgis
    Pat M—do we want to have another giveaway for this year?

    Pat M—Three organization (MSGIC, TU, DoIT) partnership putting on the conference for exposure.

    Pat M—Will review presentation from last year and look for feedback as to what to include this year. Discuss messaging and how to advocate for and include non-GIS people in conversations. Patrick C—a few weeks before MACO is a fire convention. Maybe we can approach them for a time slot? Discussion about how to advocate for additional partnerships in the fire and public safety communities;

Peter—USAR example of funding lapse that is putting responsibility on organized teams to provide regional support. Julie—how can we lend our resources to prepare our members and attendees to advocate for GIS in their communities? Pat M—"if they only realize what they could do if that had the information?" How to address this idea in advocacy.

Resume review—Julie discussed two options; one on one vs workshop
Al agrees with workshop; discussing practicing interviewing skills and developing your resume; maybe involve someone from TU's career center. Address how to write a resume, how to highlight the important parts of the position description and what a hiring manager is looking for. Alison—would be beneficial to get more consultation on topics outside of business idea. Julie suggested a team of three people: one to go over the job description, go over resume writing, go over the interview. Julie to develop workshop idea.

Booth volunteer—Julie will coordinate booth volunteers again.

Patrick C—is someone sponsoring a cocktail hour on Monday night? Pat M— there is a social in place for Monday night. TUgis is sponsoring this event.

- Quarterly Meeting Updates – *Patrick Callahan*
  - Winter Meeting (January 18th) Prince Frederick, MD
    Pat M—agenda is set except for lightening talks from sponsors. Quarterly will include a NG911 panel, so extra time may be utilized for that conversation. Will also include caucus sessions to talk to sponsors about what they want to do with those lightening talks and do they want to keep them? Every quarterly there is a struggle to get sponsors to commit to a time slot. Another idea is to let sponsors present more than once. Julie suggested dropping sponsor talks to two and filling third with partner talks (i.e. MSS, MGS, ASPRS, etc.) Pat M—give breakfast sponsor the opportunity to speak at the meetings. May adjust the sponsorship model a bit. Draft agenda is posted on website; will finalize it by Monday. Includes breakout for caucus'.
  - Spring
    - Hagerstown or Frederick?
      - Pat M—maybe include breakout sessions for working groups at this meeting.
      - Patrick C and Pat M to discuss and recap.
- MD DoIT GIO Update
  - Julia—
    - State is putting out a GIS SaaS master contract shortly; similar structure to GIS master contract. Main functional areas are for GIS SaaS and open data cloud services. Another functional area is for data services and subscriptions. Third is for training and support; and you must be part of functional area one or two to be a part of three. Training and support is directly related to functional area one or two. 30 companies on the list to make aware of the contract. Want to have in place by midyear

- Imagery program—all deliveries of eastern shore imagery made to counties. Currently being loaded into iMap; available but not cached yet. Presently soliciting buy ups for the western shoe now. Contract ends in 2019 and will have to be renegotiated.
- Training program for state employees—adding a ArcGIS Pro course. Announcement coming out soon. Idea is to offer this course through MSGIC once it gets established with the state.
- Lidar services—migrated to imap. Active in iMap and at SU, but SU will be turned off 2/1.
- Lidar download tool—available be the end of the first quarter; similar to the imagery tool.
- Status dashboard—up and running; working on phase II. Reports at the service level right now. Phase II will make some layer info available and add analytics about service utilization.
- Esri contract—finally in place. Working out specifics of licenses now. We are under maintenance again.
- Training—convoluted process to give partial access to portal for training but not give them access to licensing. Being worked through right now.

- Data and Resources – *Jake Lloyd*
  - Business License Dataset
    - Jake L—briefly contacted Doug A. Julie—Doug wants an email campaign to go out at the end of the month to solicit additional members. Jake to contact Doug to coordinate email campaign (Alison assist.)
  - Jake L—SHA funded sea level rise data that will be available on iMap.
- Education
  - LiDAR Workshop
    - Julia –no update.
  - Other Educational Outreach Efforts
    - Julia – TUgis offerings include two esri courses, two open source courses. Being finalized now. Art Lembo has three courses that are open source specific; he is breaking them down into 4 hour courses for TUgis. Idea is to put together a series of courses related to open source through MSGIC. Classes from last year that can be continued into this year, such as lidar workshop. Julia will follow up with URISA for more advanced GISP course; Doug has made himself available for the intro to GISP and URISA may have a licensed course for test prep for the GISP.
- Marketing/Outreach/Advocacy
  Ashley—
  - Started looking into the new website design. Wants to present ideas at next meeting to vote on and then launch new site by TUgis.
  - We redid the logo last year for the pins; are we going to make the change to the website to match the MD state colors. Ashley is going to use the MD state colors for branding the website. Marshall wants to make sure the panels and the website coordinate with each other. Ashley to confirm. Alison—many of the themes have really high quality images on the front page and we lack that in our

library at this point. <mark>If anyone has anything to contribute, please do.</mark> Peter—maybe highlight Maryland projects that made the Esri map books. Pat M—look at other images on the site that have been down sampled and see if we can get the raw image. Patrick C—maybe use SHA's high resolution basemaps. <mark>Marshall to contact Sharon to see if she has any resources.</mark> <mark>Deadline for images to be posted to drive: 1/27/2017.</mark>

- Emerging Professionals – *Sid Pandey*
  - Sid put together rising star form to recognize someone at quarterlies. Included an email blast to send out. Pat M—want to get this out to have someone to recognize at spring quarterly. Patrick C—what makes you "new and/or emerging"? Pat M—will follow up with Sid to clarify? Pat M—maybe revisit yearly award for exceptional contribution by a member.

- New Business
  - Pat M—topic of the credit card for MSGIC.
    - Al—the onus for the credit card falls on the account holder for the organization, which right now is Tari. Pat M reported that Sid brought up the idea of prepaid debit cards instead of credit cards. Marshall—why can't there be one card that goes with the checkbook? Al—locks the checkbook up in a drawer; access is extremely controlled. If the credit card number gets out, there can be issues. Al is unwilling to take the liability of the card. Marshall—idea was more to deal with recurring charges. Prepaid cards may be a reasonable bridge to solving this issue. Prepaid card could have a $300 limit. Receipts still have to be documented. Patrick C--want to ensure people know how to get reimbursed.
    - Tari M—will work with Patrick C, Patrick M, and Al on the accounts.

Conference call info:
https://global.gotomeeting.com/join/313943949
You can also dial in using your phone.
United States: +1 (571) 317-3122
Access Code: 313-943-949