



Maryland State Geographic Information Committee

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

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MSGIC Executive Committee Meeting Agenda

Wednesday May 9, 2018 9:00 AM – 12:00 PM

MD DoIT Offices - 100 Community Place, Crownsville, MD 21032

(1st floor, Room Side B)

Parking: Open - Visitors need to sign-in with guard at front desk to obtain a visitor badge

Attendees (in person)

Julie Spangler
Pat McLoughlin
Al Wainger
Niki Miller
Kevin Coyne
Erick Pate
Mara Kaminowitz
Charlene Howard
Shawn Pickett

Attendees (on the phone)

Lynda Warthen
Ashley Samonisky

Open Meeting & Announcements – Julie Spangler

Patrick Callahan was unable to attend today, so Julie is leading the meeting
Julie has a hard stop today of 11:00

- Approval of Prior Meeting Minutes
 - The May Executive Committee meeting minutes were sent out by Julie on 6/12
 - We are unable to vote on them because we do not have enough people attending the meeting today
 - We are planning to keep the March meeting notes at draft
- New Topics & Open/General Discussion
 - BMC Municipal Drone Use Workshop – Mara Kaminowitz
 - BMC is organizing the workshop and there is a lot of interest
 - Will be a full day event in late October or early November
 - Lined up speakers from local, state, and federal agencies
 - Working with MACo and large consulting firms
 - Mara provided a draft agenda to the group in hard copy; she will email a digital copy
 - Attendees will be a mix of technical staff and non-technical staff; expecting about 200 people
 - There is a talk on drones at TUGIS which could be a lead up to BMC's event
 - Looking for a site and sponsors

- Looking for a \$2,000 contribution from sponsors to pay for a location and lunch, but will take any contributions
- Would like a commitment by mid-August
- MSGIC Executive Committee should be able to decide at the July meeting
- Mara will not be able to attend the July meeting

MSGIC Treasury Report - *Al Wainger*

Al Wainger sent Patrick Callahan the Treasurer's Report for June. Our budget is at \$36,633.00 as of 6/11.

MSGIC Business

- Membership Tracking – *Shawn Pickett*
 - We've received emails from about 30 people asking to be removed from the MSGIC membership list; it's a split between individuals and students
 - There are 3-4 organizations that requested an upgrade to a different tier and Shawn is working on this
 - Membee Update
 - Julie would like to get a blog post out about Membee to eliminate any confusion about the invoicing and payment process—Ashley volunteered and Shawn is available for questions
 - Members of the MSGIC Executive Committee meeting need a brief training session on Membee; Julie will work with Shawn to get this set up
 - Paypal updated their security protocols and Membee confirmed that this update will not negatively impact MSGIC's site
- Membership/Sponsorship Renewal – *Julie Spangler*
 - June 15th is the deadline for membership renewals
 - Shawn will produce a list of who has renewed and any new sponsors
 - The list of sponsors will be checked against the website
 - The MSGIC window shade will need to be updated
- Membership Survey – *Mara Kaminowitz/Julie Spangler/Lynda Warthen*
 - Mara made the requested edits from the May Executive Committee meeting
 - Lynda put the completed survey into Survey123
 - An email was sent out this morning with the survey and 18 responses have already been received
 - The survey will be open until 6/28
 - Committee members were asked to encourage people to complete the survey
 - The Committee will review the results during the July quarterly meeting and the Summer Quarterly meeting
- Website Review – *Julie Spangler*
 - Julie was unable to get started on reviewing the website
 - She has some volunteers to review and provide feedback (Lynda, Shawn, and Charlene)
 - Other people are welcome to volunteer by emailing Julie

- 2019 Elections – *Julie Spangler*

- Coming into election season
- Call for nominations will be done at TUGis
- Current Executive Committee members should let Patrick and Julie know whether they are planning to run for their current position, another position, or take a break
- Do not have an official Federal Caucus Chair
- May want to have two Outreach Committee chairs instead of one because outreach is so important and there is a lot of work to do
- Need to check the bylaws to make sure this is not an issue
 - Bylaw changes must be voted on by the entire organization
- Pat recommended that we ensure that we are maximizing the use of our existing resources (i.e. interns)
- Shawn asked about creating a new position to track membership; this currently falls to the secretary
 - This will require a change to the bylaws
- May want to formally organize a group that are responsible for executing large initiatives in support of the Committee chair and vice chair
- We will perform elections using Survey Monkey
- Tentative elections schedule

Call for Nominations	8/8/18
Deadline for Nominations	9/5/18
Confirm nominees and collect bios (upgrade Survey Monkey for 1 month)	9/19/18
Ballot Email Sent	9/26/18
Voting (2 weeks)	9/26/18-10/10/18
Review results	10/10/18
Announce new committee	10/17/2018

- New Intern Process – *Ashley Samonisky*

- Ashley provided an update to Julie via email:
 - We received seven internship applications this year. Tari, Brad, and Marshall have reviewed all the resumes, and prioritized them.
 - They are in the process of scheduling a meeting this week to discuss the resumes and working on locating a space to hold interviews.
 - Ashley would like to know from Julia or Pat if it is possible to use a small room in Crownsville to hold interviews
- Allison graduated and is going to write a blog post about her experience
- Stephanie is taking 3 classes this summer, so may not be quite as responsive as usual

- TuGIS Advisory Meeting – *Julie Spangler, Julia Fischer, and Pat McLoughlin*

- Met last Thursday
- Sessions are starting to take shape
- A TUGis Advisory Committee rep will have 15 minutes at the Summer Quarterly to share information about the conference
- Plenary will be a panel with MSGIC (Patrick Callahan), DoIT (Julia Fischer), and Towson (TBD)
- Meant to replace the state of the state

- Panel will talk about good things that have happened across the state and what plans are for the future
 - Will ask for questions ahead of time
 - Each 1-hour long session will only have 2 presentations
 - Tuesday, August 7th will be the training day and will include the emerging professionals session
 - Two calls for volunteers that will be going out: one for TUGis volunteers and one for moderators
 - Early bird deadline is July 9th at 5:00pm
 - Registration numbers are good at 2 months out
 - Need to confirm that MSGIC gets two seats; these usually are offered to the interns
- MSGIC Goals Review – *Julie Spangler*
 - Patrick is going to put together a summary for how well we are meeting our goals for the Summer Quarterly meeting
 - Julie is going to reach out to the caucus chairs for how much time they need in the Summary Quarterly meeting for their reports
- Working Groups
 - NG911/Public Safety Working Group – *Peter Hanna*
 - 8 counties are in favor of adopting the NENA standard; 0 counties are against
 - Counties that are in favor include Anne Arundel, Carroll, Charles, Harford, Howard, Queen Anne's, Washington, and Worcester
 - Need to get the standard in place for One Spatial solution rule package
 - Training is being scheduled
 - MSGIC members are encouraged to talk to contacts in counties that haven't responded to try to get a response
 - DoIT office is setting up a collaborative environment for the PSAPs to discuss concerns related to ESZ and PSAP boundaries. Matt Sokol is the point of contact for the state and everyone has been informed to reach out to Matt to gain access to the collaboration environment.
 - Maryland Elevation Working Group – *Erin Silva and Roger Barlow*
 - Still discussion for Lidar collection for southern Eastern Shore counties
 - There has been discussion recently regarding new Lidar collection for the 3 lower eastern shore counties: Worcester, Somerset, Wicomico. USGS and NRCS are leading the initiative and are working to secure funding for QL2 data. Roger has reached out to FEMA and MD DoIT, as well as with contacts in each of the counties, City of Salisbury and Town of Ocean City. There is some interest and potential for funding among a few of the counties. Roger will be contacting SHA and potentially The Nature Conservancy and Ducks Unlimited.
 - The 3D Nation Study, funded by USGS and NOAA, is underway. Rich Ortt is the Maryland State Champion and is assembling a list of 15 or so lidar users in the State which will receive the survey. The Elevation Work Group intends to meet in summer to discuss survey questions and clarifications needed by the 3D Nation contractor Dewberry.

- Business Entity Data Working Group – *Pat McLoughlin*
 - Business case is still in development by Doug Adams. He will be presenting at a future executive committee meeting. Doug has collected content from the working group members and has been editing to provide a single voice for the use case.
- Geospatial Career Outreach Working Group – *Julie Spangler*
 - For TUGis event, planning to follow a similar format from last year
 - Julie will be reaching out to volunteers to participate; this includes group facilitators

- Quarterly Meeting Updates – *Julie Spangler*
 - Summer Meeting—Salisbury University, July 20th
 - July has an initial draft complete
 - Will spend some extra time on MSGIC business, reviewing goals and survey results
 - Roger Barlow will be giving an hour-long presentation on his time in Antarctica
 - Presentation from Caroline County
 - Kevin Coyne called Specific Gravity (pizza and beer place) yesterday and they are OK with us holding the social there
 - Fall Meeting – October 17th in Central Maryland
 - This is usually our largest meeting
 - Julie has reached out to Scott Jeffrey at CCBC to see if we can hold the meeting there and he is looking into available locations at CCBC
- Emerging Professionals Meetup @ CCBC Summary
 - Had the second event on May 30th at CCBC
 - There were about 20 attendees and not just CCBC students
 - Several of the people who were scheduled to speak couldn't make it at the last minute
 - One the people who attended the last emerging professionals event in March got an internship with Sabra Wang based on the connections she made at the event; there is a blog post about this
 - Would like to hold more of these in the future; need help connecting with college and university points of contact
- Upcoming Conferences
 - Esri UC Conference, San Diego (July 9 – 13, 2018)
 - TUgis Conference, Towson (August 7-8, 2018)
 - MACo Conference, (August 15 – 18, 2018)
 - 5 tickets come with the booth, but only 2 with a meal plan
 - Patrick Callahan may be able to attend this event after all
 - If not, JMT offered to send someone in his place
 - Shawn Pickett volunteered to attend as well
 - Plan to bring at least one box of the MSGIC bottle openers to MACo
 - Conference Giveaways
 - We will be out of conference giveaways in August after TUgis
 - Need to decide what new giveaways we want to purchase
 - Stickers
 - Stylus pens
 - Camera slider for laptop – make sure these work with laptop
 - Do not plan to spend money on any additional booth materials this year
 - MAGTUG
 - There is an event today in Philadelphia: MAGTUG / IREG Network & Learn Event – Smart Cities @ Delaware Valley Regional Planning Commission that Shawn did not get on the MSGIC website calendar
 - Shawn will more closely monitor MAGTUG events and get them on the MSGIC calendar

- Upcoming Executive Meetings –*Julie Spangler*
 - July
 - Will potentially shift the July Executive Committee Meeting date, probably to July 18th
 - May hold a phone-only meeting on July 11th
 - May leave meeting as-is and in person on July 11th
 - August
 - August meeting date is scheduled for August 8th and will need to be moved
 - The next week is MACo, so it cannot simply shift one week
- New Business
 - Public Safety at TUGis
 - There will be a significant Public Safety presence at TUGis this year
 - Changes to Membership / Sponsorship
 - Splitting out sponsorship from membership
 - Review notes from meetings 2 years ago about sponsor benefits
 - Need to review sponsor benefits on a every 3-year basis; evaluating this every year is not feasible
 - Paying for breakfast out of the general budget instead of having to scramble for a sponsor before each meeting

Conference call info: 1 (224) 501-3412

Access Code: 131-926-341

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/131926341>