



# Maryland State Geographic Information Committee

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

## Chair

Patrick Callahan  
Prince George's County

## Vice Chair

Julie Spangler  
JMT Technology Group

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Patrick McLoughlin  
MD Dept of Information  
Technology (DoIT)

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Salisbury University

### Federal Government

Vacant

### Local Government

Lynda Warthen  
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### Private Industry

Niki Miller  
JMT Technology Group

### Regional

Charlene Howard  
Metropolitan Washington  
Council of Governments

### State Government

Kevin Coyne  
MD Dept. of Natural  
Resources

## SUBCOMMITTEE CHAIRS

### Data and Resources

Patrick McLoughlin  
MD Dept of Information  
Technology (DoIT)

### Education

Julia Fischer  
MD Dept of Information  
Technology (DoIT)

### Advocacy Chair

Sid Pandey  
Dewberry

### Outreach

Ashley Samonisky  
Vision Planning and Consulting

## MSGIC Executive Committee Meeting Agenda

Wednesday July 11, 2018 9:00 AM – 12:00 PM

MD DoIT Offices - 100 Community Place, Crownsville, MD 21032  
(1<sup>st</sup> floor, Room Side A)

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

### Attendees:

Patrick Callahan  
Pat McLoughlin  
Al Wainger  
Julia Fischer  
Kevin Coyne

Niki Miller  
Julie Spangler  
Shawn Pickett  
Brad Spittel (via phone)  
Eric Stetser (via phone)

Erick Pate (via phone)  
Mara Kaminowitz (via phone)  
Lynda Warthen (via phone)  
Tari Martin (via phone)

### Open Meeting & Announcements – Patrick Callahan

- Approval of Prior Meeting Minutes  
We did not have a quorum last month when we discussed the approval of prior meeting minutes. We have a quorum today. The group approved the May and June Executive Committee meeting minutes.
- New Topics & Open/General Discussion
  - NGS 2022 Datum – *James Shaw*  
James did not attend the meeting.
  - MSGIC Email Account – *Patrick Callahan*  
While Patrick was away on vacation, no one checked the MSGIC email account and there were some requests for job postings, etc. Patrick emphasized the need to establish rules for checking the MSGIC email account, who should be responsible for what, and marking emails as unread if someone reads an email but doesn't take any action.
  - County Salaries – *Erick Pate*  
Erick tried to get Calvert County's HR to revisit the salaries of GIS staff because he thinks they are too low. He looked at the Maryland Association of Counties' (MACo) FY18 [Salary Survey of Maryland County Governments](#) since that's what HR uses as a guide. In the survey, GIS positions fall under Trades and Labor and don't belong there, and the information in the table is not accurate. The group agreed that this would be a good topic for MSGIC to take on. Erick volunteered to lead it and requested help from Lynda Warthen.

URISA just released their salary survey and it could be a good reference, although we don't know if the information in the survey can be released to counties given that you are required to purchase the results of the URISA survey.

The next step will be for Erick to begin collecting information about where the information for the survey comes from and see what salary information is publicly available. This will be a topic during the caucus breakout at next week's MSGIC Quarterly Meeting. Pat McLoughlin noted that he was contacted by Robin Clark from MACo about putting the salary survey into the State's Open Data Portal.

#### **MSGIC Treasury Report - Al Wainger**

We have more money this year than we've ever had before. Last year, our break even was \$13,000. We have not yet paid our 2018 TUGIS bill which will be \$4,000. MSGIC has also not paid for our ArcGIS Online account yet this year. Al is waiting for an invoice from Esri.

Additional items that MSGIC needs to pay for include a pocket projector and updated window shades. Patrick would like the group to think about other items that MSGIC might want to spend money on.

Patrick suggested trying to hold training in October or November. Julia has been busy but will coordinate with Art Lembo about this. The TUGIS training sessions that Art is putting on are supposed to be a teaser for the training that will be provided in the fall.

- **Sponsorship Discussion—Niki Miller**

Niki presented some proposed changes to the MSGIC membership and sponsorship that included decoupling membership from sponsorship and creating multi-level sponsorships. The group discussed whether multi-level sponsorship is necessary. Julia recommended looking at the sponsorship model that the National States Geographic Information Council (NSGIC) uses which allows sponsors to customize their sponsorship package using points. Julie suggested talking to her point of contact from WTS about their sponsorship model. Research into other state organizations like MSGIC has shown that sponsorships that are heavily tied to an annual conference. MSGIC does not have complete control over TUGIS, so that model will not work for us.

Pat advocated for not separating out breakfast sponsors—funding for breakfast at the quarterly meetings should just come from the budget that sponsors and members contribute to. The group also discussed the need to set a limit on the amount of money that we spend on breakfast at each meeting.

Niki will do some more research and reach out to existing and potential sponsors to find out what their feelings are about decoupling membership from sponsorship and whether multi-level sponsorships are desired. This will be a topic in the caucus breakout session at next week's Quarterly Meeting.

#### **MSGIC Business**

- **Membership/Sponsorship Renewal – Shawn Pickett**

Eric Stetser from Spatial Systems emailed Shawn about an issue with the membership directory not reflecting Spatial's latest members. Shawn contacted Membee and they are looking into the issue.

All last year's sponsors have renewed this year. There are two new sponsors: Westat and KCI. Fugro expressed interest in being a sponsor. Julia mentioned that there are 13 vendors on the SAAS contract and while some of them are already sponsors, it may be worth talking to those who are not.

The Executive Committee needs to get together and define the communications relating to membership.

- **Membee Training – Julie Spangler & Shawn Pickett**  
Julie and Shawn met and talked about providing Membee training for the executive committee and MSGIC members. Julie started creating a matrix of roles and responsibilities for committee members. She and Shawn are going to meet again to finalize the training.

It may be useful to get a second Membee license, so the Executive Committee has access to more than one license.

- **Membership Survey – Patrick Callahan & Julie Spangler**  
Patrick reviewed the results of the membership survey, which will be presented at the Quarterly Meeting next Friday. There are ~450 MSGIC members and were only 55 respondents to this survey. Al would like to know what the breakdown is between local government, private sector, etc. in the membership. Respondents could identify themselves in up to three categories.

In future, MSGIC may want to consider using Survey Monkey for surveys, instead of Survey123. It reduces the amount of work needed to summarize the results of the survey, although there is a cost associated with it.

- **Website Review – Julie Spangler**  
Shawn, Lynda, Charlene, and Julie are working on the website review. They are going to be proposing a lot of changes to make information easier to find. The plan is to have a list of the proposed changes ready by the September Executive Committee meeting.
- **2019 Elections – Julie Spangler**  
The tentative elections schedule is below:

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	10/17/18

Julie and Patrick asked the existing Executive Committee members to let them know if they plan to run again for their seats or for new positions, or if they want to take a break. They've received some feedback, but not everyone has responded.

- **New Intern Process – Tari Martin**  
There were 8 total applicants for the intern position, but only 4 responded to the request for an interview. The interview panel selected Ali Basye-Featherston from University of Maryland from the four candidates. She graduates in Spring 2019 and can begin work as soon as possible. Patrick requested that Allie attend the Quarterly Meeting next Friday if she's available.
- **TUGIS Advisory Meeting – Julie Spangler, Julia Fischer, and Pat McLoughlin**

○ Training Day – *Julie Spangler*

Below is the tally of people who have registered for the TUGIS Training Day as of 7/10.

Morning Session:

- Thinking Spatially – 6 registered
- Keeping up with GIS technology- 32 registered SOLD OUT!
- GISP Certification- 16 registered
- Not Attending- 2

Afternoon Session:

- Esri Story Maps – 19 registered
- Keeping up with GIS technology- 20 registered
- Preparing for a Geospatial Career – 14 registered
- Not Attending - 3

○ Plenary – *Julie Spangler*

The plenary is taking shape. It will be a panel from the co-sponsors of TUGIS (MSGIC, Towson, and DoIT). Ardys and Julie are still looking for a moderator. The moderator will have to review the questions that come in digitally from the different rooms and determine which ones to put to the panel. Sharyn Grove is going to put out a call for questions.

○ Booth – *Julie Spangler*

There are two complementary registrations with the MSGIC booth.

▪ New Sponsor Panel

Shawn will follow up with Fugro to find out if they want to sponsor TUGIS this year or not. Pat may need a new copy of the sponsor logos. He needs 3-4 days to get the panels done.

▪ Volunteers

Julie usually tries to identify volunteers for the booth 2 weeks before the conference. A few people have approached Patrick about volunteering at the booth.

● BMC Municipal Drone Use Workshop – *Mara Kaminowitz*

BMC is looking for sponsors to contribute \$1,000 each from private companies but were hoping that MSGIC might be able to contribute more (i.e. \$2,000). If MSGIC is willing to contribute \$2,000, BMC would set aside a block of 30 tickets that could be distributed in MSGIC's name. They haven't chosen a site yet, therefore they haven't established a date yet. Ideally, BMC is targeting September 1<sup>st</sup> to open registration. The group discussed voting to contribute \$2,000 to the workshop, but we do not have a quorum. Patrick will send out an email to the Executive Committee members and ask them to vote. He will let Mara know the results of the vote by Friday.

*Update: The final tally for voting on funding the workshop was 9 for and 0 against.*

● MSGIC Goals Review – *Patrick Callahan*

Patrick is preparing slides for the Quarterly Meeting on Friday that will identify the things MSGIC has accomplished to work toward our goals. He will emphasize the need for additional help by members to meet goals. Patrick will send this out to the MSGIC Executive Committee for review and feedback prior to the meeting on Friday.

- Working Groups
  - NG911/Public Safety Working Group – *Peter Hanna*
    - Peter followed up with the working group with the question about adopting the NENA standard and got no negative comments. About half of the counties replied.
    - The final version of the NENA Standard was released and was forwarded to all the counties.
    - 1Spatial training is set and should be underway. The dates and locations have been sent to the counties.
    - TUGIS is set and Peter is hoping that Public Safety practitioners attend the conference.
  - Maryland Elevation Working Group – *Erin Silva & Roger Barlow*
    - Erin and Roger are developing the agenda for the Elevation WG meeting at TUGIS. The 3D Nation workshop will not be a part of the meeting due to the late release of the survey.
    - The 3D Nation Survey (USGS, NOAA, Dewberry) is open, and Rich Ortt is coordinating with the 14 or so Maryland participants. 3D Nation is the follow-on to the 2011 National Enhanced Elevation Assessment Survey which resulted in the 3D Elevation Program. The major differences are: the inclusion of fresh and salt-water Bathymetry use cases; other technologies beside airborne lidar can be requested; the lidar industry has advanced since 2011 so better resolution and coverage should increase Mission Critical Areas/ use cases and applications to government functions. The survey is due to close July 18th, but there will likely be an extension since almost nobody worked on it last week (4th of July).
    - USGS has given initial approval to fund a QL1 lidar mission over the Ellicott City watershed. A cost estimate is being worked on now and will help frame the extent of the project. The cost estimate if low enough could lead to the USGS acquisition of Howard County at QL2.
    - The NOAA flown topo/bathymetry lidar of much of St. Mary's County is due for release December 2018.
  - Business Entity Data Working Group – *Pat McLoughlin*  
No updates from Doug Adams this month.
  - Geospatial Career Outreach Working Group – *Julie Spangler*  
Julie is working on content for the ½ day session at TUGIS called Preparing for a Geospatial Career. There are currently 14 people registered. She is getting some help from Anthony Dowell.
- Quarterly Meeting Updates – *Julie Spangler*
  - Summer Meeting—Salisbury University, July 20<sup>th</sup>  
If any members of the Executive Committee are unable to attend, they should let Patrick and Julie know.

Specific Gravity is booked for the happy hour at 4:00 following the quarterly meeting. We haven't figured out how to deal with the free drinks yet. Kevin is going to call the manager next week to find out what would work best.

- Fall Meeting  
Julie is looking for a fall meeting location. It will potentially be at CCBC.
- Upcoming Conferences
  - Esri UC Conference, San Diego (July 9 – 13, 2018)
  - TUGIS Conference, Towson (August 7-8, 2018)
  - MACo Conference, (August 15 – 18, 2018)  
Patrick and Shawn will attend and man the MSGIC booth. Patrick will be participating in a panel session on NG911 with two others. Patrick plans to give away bottle openers and candy. He will bring a monitor and presentation.

Erick Pate will be sending someone to the conference and they will be showing off an augmented reality sandbox on Wednesday.
- Upcoming Executive Meetings –*Patrick Callahan*  
Patrick is planning to cancel the August Executive Committee meeting due to TUGIS and MACo. We will likely have a conference call to discuss critical items.
- New Business  
There is no new business.