



# Maryland State Geographic Information Committee

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

## MSGIC Executive Committee Meeting Agenda

Wednesday, March 13<sup>th</sup>, 2019 1:00 PM – 4:00 PM

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

(1<sup>st</sup> Floor, Conference Room Side B)

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

### Chair

Julie Spangler

JMT Technology Group

### Vice Chair

Matt Sokol

MD Dept of Information

Technology (DoIT)

### Past Chair

Patrick Callahan

Prince George's County

### Secretary

Shawn Pickett

Century Engineering

### Treasurer

Al Wainger

Michael Baker International

### CAUCUS CHAIRS

#### Education

Art Lembo

Salisbury University

#### Federal Government

Sal LiCausi

Ft. George G. Meade

#### Local Government

Chris Kephart

Caroline County

#### Private Industry

Niki Miller

JMT Technology Group

#### Regional

Erica McMaster

Washington College

#### State Government

Patrick McLoughlin

MD Dept of Information

Technology (DoIT)

### SUBCOMMITTEE CHAIRS

#### Data and Resources

Cheryl Knott

BNIA-JFI

#### Education

Lauren McDermott

ESRGC

#### Advocacy Chair

Logan Hall

ESRGC

#### Outreach

Patrick Callahan

Prince George's County

### In Person

Julie Spangler

Al Wainger

Patrick Callahan

Shawn Pickett

Matt Sokol

Niki Miller

Charlene Howard

Patrick McLoughlin

Mike Herzberger

~~Cheryl Knott~~

~~Sal LiCausi~~

### On Phone

Lynda Warthen

Erica McMaster

Erick Pate

JB Churchill

Kevin Coyne

Caller 4?

~~Art Lembo~~

~~Brad Spittel~~

~~Lauren McDermott~~

~~Chris Kephart~~

Open Meeting & Announcements – Julie Spangler

- **Approval of Prior Meeting Minutes**
  - o **Matt – Motion to Approve**
  - o **Patrick M. – Second**
  - o **Approved**
- **New Topics & Open/General Discussion**
  - o **Matt – to follow up with Esri on their 2019 invoice**
  - o **Shawn – Extend their membership out to July 2020**
  - o **Shawn – Need to confirm with Jim if Mussie Tewolde is a member of the group, if so, issue an invoice**
  - o **Shawn – Mary Landers – remove from system (dummy account)**

**Bolded topics may  
require a vote.**

MSGIC Treasury Report - Al Wainger

- Paid bill for tax preparation; Taxes are done

- Membership in the Maryland Nonprofit Organization
  - Matt and Julie are trying to figure out how to pay for membership
  - Julie – There is an entire section on what insurance your organization should have; Still doing research, more to follow
  - Julie – Was on NAPSIG's website and found that String Fellow Management manages their entire organization; Doing some research into that organization to see if there are other available tools / resources. Sent a request to String Fellow via their website
  - Al – Knows the main POC for String Fellow that manages MAPS, he will reach out
  - Julie – Current priority is to ensure we setup the proper insurance

#### MSGIC Business

- Administrative
  - Assignment: By Law Review
    - Reminder to review! Matt to attend to this email.
    - Julie / Matt – Sep 2015 are the official by-laws; next steps are:
      - March 29<sup>th</sup> - Get comments from the EC; send to Matt
      - April 10<sup>th</sup> (next EC Meeting) – Discuss changes
      - April Quarterly – Announce changes and upcoming vote
      - Setup survey monkey (active members in Membee only)
  - Intern Hiring Update – Matt Sokol
    - Ali's Status
      - Matt – Where are we at, can we pay Ali as a scholarship; Are there limits to this?
      - Al – I wouldn't take the chance since we are dealing with something that already happened
      - Julie – At this point, we need to write her a check and her paid, we owe her \$150
    - Next Intern
      - Matt – We need 2 interns, but based on the issues with getting an intern paid, we will be limited to Salisbury / ESRGC
      - Patrick M. – There is also a possibility that this becomes a policy state-wide
      - Niki – How does the scholarship idea play into our options?
      - Matt – That was a possible temporary fix, not meant to be a long-term solution
  - Assignment: Caucus and Subcommittee Goals for 2019
    - Julie – Added a **Caucus and Subcommittees** folder on the root of drive; All documents for each caucus / subcommittee should be kept in here only
    - Julie – Each chair should create a goals document in their respective folder
  - Standard Operating Procedure Requirements – Julie Spangler
    - Membership Year & Invoicing Update
      - Patrick C. – Setup documentation for an individual that needs to be added to an org
      - Shawn – To look into approval process for new sign-ups
      -
    - Task Log
    - Membee Database Clean Up

- Julie – Includes orgs that are over their limit; to be divided up by the officers
- Patrick M. – Need to do caucus clean-up to ensure we have everyone aligned
  - Charlene – There are folks that are not sure which caucus they should belong to
  - Matt / Julie – And there is no problem with free association as far as getting information about another caucus, but voting is restricted to their caucus
- Website Working Group – Matt Sokol
  - Call 2 weeks ago to discuss the effort / proposed changes
  - Included: Patrick M., Patrick C., Matt, Charlene, Shawn Lee (Washington College)
  - Goal is to limit clicks
  - Issues that came out of it:
    - Confusion on where the website was hosted and who owned the domain – We are hosted by TierraNet and associated with Doug Reedy; Need to submit paperwork, will be digging in, but we don't have documentation
      - Matt – To look into this
    - Don't know where WordPress is hosted
    - We are stuck at WP v4.9 due to Membee plugin only tested / supported up to that version, need to update to 5.x
      - Shawn – Reach out to Membee
  - Shawn – Look into email rejections from automated Membee system (notification in Gmail)
- Quarterly Meeting Updates—Matt Sokol
  - Spring Meeting – April 17, 2019 Hagerstown, MD
    - EBA Geographik sponsoring breakfast
      - EBA will be handling the order, Matt will send them a “final” count of registrants
    - Only 6 registrations to date
    - Will be sending
    - Friday will be meeting to finalize the agenda; will get it sent out and Patrick C. will get it posted
    - Presentations are all set
  - Summer Meeting – July 2019, Salisbury, MD
    - Matt – Trying to get it for 16 – 18, but Friday is preferred
    - Location is Salisbury
    - Kevin – Plan happy hour
    - ESRGC – Will do breakfast
    - Julie – There is a PhD student that has said they want practice with their dissertation
- Tabled Topics; will follow up
  - Authority for County Boundaries – Matt Sokol
    - Julie / Matt – Will have conversation with Julia about path ahead
  - MSGIC Scholarship Idea Update – tabled
- Caucuses & Subcommittees
  - Advocacy – Logan Hall

- Census
  - Julie – Asking if anyone has gotten more info on the webinars reference the changes
- NC State URISA email
  - Julie – Email was sent by Doug about a new potential legislative issue; Sent it off to James Shaw to get some feedback on whether we should be concerned
  - Shawn / Julie – Will forward email to include with notes
- Data and Resources Subcommittee – Cheryl Knott
  - Working Groups
    - NG911/Public Safety Working Group
      - Julie - GIS folks will be convening under ECC (Emergency Communications Committee) - MaCo, instead of under MSGIC. This will parallel how the PSAP directors are collaborating; there is already an analogous group for the PSAP directors. The new group has to lead by someone from MaCo. This means that our role with NG911 is diminished / eliminated.
      - Julie – Do we want to tear down this group or rebrand this group as strictly Public Safety, to give it a broader scope?
    - Maryland Elevation Working Group – Erin Silva & Roger Barlow
      - March 26<sup>th</sup> 10:30 – 12; reach out to Erin / group email to get details about the call
    - Business Entity Data Working Group – Doug Adams
      - No updates
    - Geospatial Career Outreach Working Group – Mike Herzberger
      - Have attendees committed for Towson, CCBC, and Salisbury reference Emerging Professional nights; Patrick M. is only person scheduled to attend all 6 events
      - Mike – Has website content, who should be contacted?
      - Julie / Matt – Use the task tracking spreadsheet, Patrick C. will be the one that is ultimately making the corrections
      - Mike – K-12 support, wanted to collect up resources
      - Julie – This is not an aggressive campaign, trying to make presenting / facilitating easier for those that want to do this. This would include contacts, presentation materials, and other reference information
    - Maryland Drone Working Group – Al Wainger
      - Got list from Mara for those that attended workshop to ask if they wanted to participate
      - A lot of good responses / requests to join from folks from law enforcement, intelligence, academia, etc.
      - Al – Talked to Julie about whether they should be required to be a MSGIC member, had talked about keeping it open, but promoting MSGIC membership
      - Julie – Working groups do not have voting power in MSGIC, they are there to come up with recommendations for MSGIC

- that would be voted on by the EC / all members and / or provide coordination
    - AI – Robin (legal counsel from MaCo) talked about legal challenges in MD that should be discussed
    - April 3<sup>rd</sup> – UAS Meeting at Baker
  - Education Subcommittee & Education Caucus – Lauren McDermott & Art Lembo
    - 2019 Training Plan
      - Julie – Working with Lauren and Art to get plan published by April Quarterly; Have training, need dates and facilities
    - Feedback on webinar February 21, 2019—Julie Spangler
      - Good feedback overall, very nice peer to peer sharing session
      - Folks are tweeting out their boards and providing positive anecdotes
      - Goal would be to have more of these type of sessions, seem like they are easy to put together and can facilitate a lot of discussion
    - Esri “Program” The Rural Edge--Matt Sokol
      - Program focuses on the local perspective to look at how landscapes are changing (rural -> urban, etc.)
      - (1) Webinar + Local Focus – Free
      - (2) In Person Workshops (2 Days)
        - BYOC
        - Only cost would be food
      - Sees this as a great thing for MSGIC to get involved in / help host
      - Matt – There is a POC, would probably send out request for Webinar through MSGIC; POC indicated the workshops would be about a month after the webinar
  - Federal Updates – Sal LiCausi
    - Julie – via email from Sal (was not able to attend); Working on goals and cleaning up contact list
    - AI – Had a recent MAPS meeting with several federal agency reps:
      - FAA – UAS will now require a “tail number” to allow it to be universally identified
      - Census – 99.9% accuracy on roads and addresses; ready for 2020 census
  - Outreach Subcommittee – Patrick Callahan
    - Maryland Mapping Competition Update
      - We have 4 more schools signed up this year than last year
      - Friday – professional mentoring starts; the school sends a link and the map gets evaluated by one of the professional volunteers using the rubric (ends middle of April)
      - May 3<sup>rd</sup> – Deadline to submit
    - Upcoming Conferences
      - MDEMA Symposium May 28-31, 2019 Ocean City, MD
      - MaCo Summer Conference Registration is open
        - AI and Shawn to attend; Robin offered AI to present
        - AI – To pay registration
        - <https://www.mdcountries.org/353/Summer-2019>
    - License Plate – TBD

- Private Caucus – Niki Miller
  - Niki to send out benefit information for everyone to review
- State Caucus –Pat M
- Regional Caucus –Erica/Sean
  - Developing regional resource list and survey
  - Will coordinate with Julie to see if the information is pertinent to the wider group
- Local Caucus – Chris
- Maryland’s Geospatial Conference Advisory Meeting – Friday, March 22, 2019 – Patrick Callahan
  - Recap of February 22 meeting
  - Training Schedule
    - General Discussion - Issue with the first day, only half a day, which is not enough. Need to figure out how to address this as a 1/3 partner of the conference
    - Matt – Should we have an EC meeting scheduled with Ardys and Sharon to discuss
  - Emerging Professionals Activities
  - MSGIC Booth
    - Julie – Need to redo the panel
    - Shawn – Should we tie the panel discussion to communication about re-upping org sponsor membership in / around July?
    - Julie – Yes and need to ensure we get the high quality logos for each company.

### **Go to Meeting Information:**

#### MSGIC Executive Meeting

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

<https://global.gotomeeting.com/join/211075565>

You can also dial in using your phone.

United States: **+1 (646) 749-3112**

Access Code: 211-075-565

First GoToMeeting? Let's do a quick system check:

<https://link.gotomeeting.com/system-check>