



Maryland State Geographic Information Committee

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

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Education

Anthony Dowell
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Advocacy

Logan Hall
ESRGC

Outreach

Patrick Callahan
Prince George's County

MSGIC Executive Committee Meeting Agenda

Wednesday, December 11, 2019 9:00 AM – 12:00 PM

DoIT, 100 Community Place, Crownsville MD

Conference Room Side A

Name	Present	Notes
Graham Twibell	On Call	
Anthony Dowell	On Call	
Julie Spangler	On Call	
Shawn Pickett	On Call	
Jen Chadwick-Moore	In Person	
Julia Fischer	In Person	
Erik Hovland	X	
Roger Barlow	On Call	
Katy Maglio	In Person	
JB Churchill	On Call	
Niki Miller	On Call	
Erica McMaster	On Call	
Patrick McLoughlin	On Call	
Cheryl Knott	In Person	
Lynda Warthen	On Call	
Logan Hall	On Call	
Patrick Callahan	On Call	



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1. Open Meeting & Announcements – Julie Spangler

- Approval of Prior Meeting Minutes

- **November 2019**

Shawn is going to review the meeting notes and cleanup the few bullets that appear to be unfinished. No one had any questions regarding the notes.

- New Topics & Open/General Discussion

- Pat McLoughlin's last day at Maryland DoIT was on 12/10. He now works at JMT.
 - The Delmarva GIS Conference will be held in Dewey Beach in April. Registration is now open.

2. MSGIC Treasury Report - Jen Chadwick-Moore

Jen reviewed the treasury report and there weren't any questions.

- 2020 budget planning

There is a [2020 budget spreadsheet](#) in Google Drive that estimates what we will spend in 2020 based on what we've spent in past years. The total income was estimated based on the average of the past few years (\$17,750.00). Jen added in the cost for website renewal.

We may want to spend more on training in 2020.

As far as Julie knows, the TUGIS fees are going to remain at \$4,000.00.

3. MSGIC Business

- Strategic Goals - Julie Spangler

Hydrography Layer - Roger would like to suggest a goal of identifying funding for an update to the hydrography layer for the State of Maryland. Is it woefully behind elevation, parcels, and other datasets. It's at the 1:24,000 scale and doesn't align with these other layers. Stormwater is becoming more important across the state. Julia Fischer will investigate whether the State is planning to do anything for hydrography.

Engagement with GIS Professionals through MSGIC Website - Shawn brought up the desire to drive more traffic to the MSGIC website by GIS professionals.

Forum or Chat - This idea has been brought forward by several people. It should be a topic of discussion for a committee.

Julie would like to make sure that we have enough people to support the strategic goals. It's difficult to make progress with only one person involved.





Julia suggested forming strategic partnerships with groups similar to MSGIC. We should be talking up each others' events, etc. An example of this is the partnership with Maptime Baltimore.

- Website Working Group – Julie Spangler

There is a \$230 fee for TierraNet that we need to pay by the end of the month if we intend to stay with them. The website working group suggested that we switch to HostGator. The timeline for switching is next week. Julie will work with Shawn Lynn to find out how much it costs and then figure out how to pay for it. The working group is continuing to meet and will switch focus to the website content. They set up a Slack site.

Mara was able to get MSGIC setup with G Suite for nonprofits. She has been working with Shawn Lynn to get everything wired up. There will likely need to be a migration of the Google Drive docs to a new location. MSGIC will also need to be able to get an improved email address.

Anyone who is interested in being involved in this group should contact Shawn Lynn or Mara.

- Quarterly Meeting Updates—Niki Miller & Pat McLoughlin

- Winter Quarterly

- The winter quarterly meeting will be tentatively held on 1/30 at the College Park Aviation Museum.

- Spring Quarterly

- April 15th or 22nd for the spring meeting. This meeting will likely be held at the Washington County Public Library.

Julie has asked our intern Julia to enter attendance numbers into the spreadsheet. Shawn Pickett will provide the attendance sheets to Julia.

- Administrative

- Membership in the Maryland Nonprofit Organization

- Legal Services Update

- Patty is starting to work through our issues relating to our 501(c)3 status. She has a not-to-exceed budget. She's not overly concerned with our issues since we are a small nonprofit. We do not yet have a timeline from her about how long she thinks it will take to resolve the issues.





Graham knows of a law firm in DC that works with nonprofits. He is working to obtain some more information about them so that we could consider using them in the future.

- Educational Materials

Julie moved all of the nonprofit educational materials into a folder called MD Non Profit Resources in Google Drive.

- Insurance Update

Julie expects to have a revised quote by the next executive committee meeting.

- Bylaw Review

Joe Agenbroad volunteered to review our existing bylaws against the example bylaws provided by the MD Nonprofit Org. Joe, Julie, and Graham are planning to meet next week to discuss. If you are interested in participating, please contact Julie or Graham.

- Membership Year & Invoicing Update -- Shawn Pickett

- Membee Database Administration

Shawn has a meeting with Mike Blahut and Andrew Jordan planned for next week to review the steps for creating events, managing members, invoices, etc. He expects to need a few sessions to get them up to speed with Membee.

In February, we should revisit the membership renewal notifications.

Some organizations may have issues with the cutoff date for membership payment since it falls at the end of the fiscal year.

- Tabled Topics; will follow up in time

- Assignment: Caucus and Subcommittee Goals for 2019
- Standard Operating Procedure Requirements – Julie Spangler
- Authority for County Boundaries – TBD
- MSGIC Scholarship Idea Update – Julie Spangler
- Business Entity Data Working Group – Doug Adams

4. Caucuses & Subcommittees

- Advocacy – Logan Hall - No updates
- Data and Resources Subcommittee – Cheryl Knott
 - Working Groups





There was a request to make the working group leads admins on the MSGIC website so they can update content. Shawn indicated that this may not be as straightforward as it sounds.

Niki recommended adding subcommittee or working group meetings to the calendar on the MSGIC website. Julie showed everyone how to add a new event to the calendar. Users have to be logged into the MSGIC website. She will talk to Shawn Pickett about color coding these meetings.

- Emergency Management/Public Safety Working Group - Peter Hanna & Shelby Roberson - No updates
- Maryland Elevation Working Group – Erin Silva & Roger Barlow
 - Lower Eastern Shore Lidar - Roger will find out who the contractor is. This project will be tide coordinated.
 - Roger is looking for requirements for collection in the Chesapeake Bay (i.e. Dorchester, Queen Anne's, and Talbot Counties)
 - Continuous shoreline update project - Roger is interested in providing MSGIC members with a tutorial on how to submit updated shoreline data.
- Geospatial Career Outreach Working Group – Mike Herzberger
 - Julie got a voicemail from Mike but was unable to follow up with him prior to this meeting.
- Maryland UAS Working Group – Jonathan Austin
 - There is a meeting set for 12/12 @ GPI. RSVP is required. A conference call has not been set up due to the room logistics.
- Education Subcommittee & Education Caucus – Erik Hovland & Anthony Dowell
 - Anthony is trying to schedule a call to discuss a plan for education initiatives in 2020
- Federal Updates – Roger Barlow
 - The 2022 North American Pacific Geopotential Datum - Roger recommend having someone give a presentation at an upcoming MSGIC quarterly about the new datum.
 - The Corps of Engineers Baltimore District is working with the City of Baltimore to try to enhance their stormwater network
 - Federal appropriations run out on December 20th. There is a chance of a government shutdown.





- Geographic Names - Discussion is ongoing related to Negro Mountain. Jen is trying to research when the name first came about.
 - There is a Baltimore Urban Waters Group meeting tomorrow. This working group spans multiple agencies and covers a wide array of water topics.
 - Outreach Subcommittee – Patrick Callahan - No updates
 - Private Caucus – Niki Miller - No updates
 - State Caucus – Pat McLoughlin / Julia Fischer
 - With Pat M. leaving the state, the State Caucus Chair should be transitioned to someone else. Julia Fischer will be taking it over. This change does not require a vote per our bylaws.
 - Julia may transition this role to a new staff member moving forward. She has two open GIS Program Manager positions within DoIT.
 - There isn't anything in the bylaws about the State Caucus chair needing to be a state employee, but it's an unwritten rule. We may want to consider this change when we review and update our bylaws. Julia cautioned against codifying this or including language that it's preferred versus required.
 - The NG911 strategic plan was finalized and will be released. Montgomery County and PG County are going live with their new providers in the next 6 months.
 - Regional Caucus – Erica McMaster
 - Erica is working with her group on outreach and strengthening communication with the regional MSGIC members.
 - Local Caucus – Katy & JB
 - Katy and JB are about to reach out to members to get updates for quarterly meeting in January
 - Katy is looking at updating the story map
 - She has some ideas for consolidating the story maps for regional and local caucus updates
5. Maryland's Geospatial Conference Advisory Meeting – Julie Spangler
- The advisory meetings are going to change a bit to streamline and focus the meetings. Julie, Julia, and Ardys met to discuss how the advisory board will get input from subcommittees.
 - Julie, Julia, and Ardys had some action items following their meeting.
 - If you are interested in providing input to the MD Geospatial Conference, contact Julie.





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- The next conference will take place in August. The conference will be held in the Liberal Arts building as usual. In 2021, we may be able to use the Student Union. It should be completed by then.

The next meeting will be held on January 8th from 10:00 - 12:00.

Go to Meeting Information:

MSGIC Executive Meeting

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