



# Maryland State Geographic Information Committee

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

## OFFICERS

### Chair

VACANT

### Vice Chair

Graham Twibell  
AECOM

### Past Chair

Julie Spangler  
JMT Technology Group

### Secretary

Shawn Pickett  
Century Engineering

### Treasurer

Jen Chadwick-Moore  
MD Historical Trust

## CAUCUS CHAIRS

### Education

Erik Hovland  
Anne Arundel County

### Federal Government

Roger Barlow  
USGS

### Local Government

Katy Maglio  
Anne Arundel County

JB Churchill

Garrett County

### Private Industry

Niki Miller  
JMT Technology Group

### Regional

Erica McMaster  
Washington College

### State Government

Julia Fischer  
Maryland Dept of IT

## SUBCOMMITTEE CHAIRS

### Data and Resources

Cheryl Knott  
BNIA-JFI

### Education

Anthony Dowell  
AECOM

### Advocacy

Logan Hall  
ESRGC

### Outreach

Patrick Callahan  
Prince George's County

## MSGIC Executive Committee Meeting Agenda

Wednesday, March 11, 2020 9:00 AM – 12:00 PM

100 Community Place, Crownsville, Maryland - Conference Room Side B  
& Conference Call-in

(Call info at the end of the agenda)

## Attendees

Name	Present	Notes
Graham Twibell	In Person	
Julie Spangler	On Call	
Shawn Pickett	In Person	
JB Churchill	On Call	
Mara Kaminowitz	In Person	
Niki Miller	On Call	
Patrick McLoughlin	On Call	
Logan Hall	On Call	
Patrick Callahan	On Call	
Anthony Dowell	On Call	
Joe Deluca	On Call	
Roger Barlow	In Person	
Mike Herzberger	On Call	
Charlene Howard	In Person	
Erica McMaster	On Call	
Cheryl Knott	On Call	
Julia Fischer	In Person	

**Bolded topics will require a vote.**

1. Open Meeting & Announcements – Julie Spangler
  - Approval of Prior Meeting Minutes



MSGIC.ORG



MSGICEMAIL@GMAIL.COM



MSGIC



@MSGIC\_MD



# Maryland State Geographic Information Committee

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

- February 2020
  - Shawn - Motion to Approve
  - Logan - Second
  - Approved without Objections
- New Topics & Open/General Discussion
  - Cheryl - CoG - Hiring Data Analyst; DB, Statistical, and
    - On LinkedIn / their website
    - Downtown DC
    - Lower/Mid-Level
  - Julia - DoIT is also hiring
- 2. MSGIC Treasury Report - Jen Chadwick-Moore
  - 2020 budget planning
  - Julie - We are on track for the year
- 3. MSGIC Business
  - Strategic Goals - Julie Spangler
    - No Updates
  - Website Working Group – Sean Lynn/Julie Spangler
    - SSL Certificate Deployed; Website is secured
    - Backend updates were required
    - Pat C - Call for blog articles
      - Roger expressed interest in getting information on the New York COVID-19 outbreak; How/whether it was mapped and how they determined it was an epidemic
  - G Suite Update - Mara Kaminowitz & Sean Lynn
    - Had to transfer mailbox from personal gmail to new account
    - Mara has the admin account
    - Account is setup
    - Shawn - Recommend separate email accounts for WordPress administration
    - Julie - Will schedule a small group meeting to discuss governance of our account and additional email creation. If you want to be involved, email Julie
    - Patrick C - There are MailChimp templates that will need to be migrated over once we are ready
  - Membership in the Maryland Nonprofit Organization
    - Legal Services Update
      - No Updates
    - Insurance Update -- Graham Twibell
      - Call with Sandy Spring insurance
      - Discussed / asked questions about our organization
      - Indicated we do not need General Liability insurance since we do not have an office, storage space, files, etc.
      - Directors and Officers insurance is highly recommended
      - Professional Liability (Errors and Omissions) insurance is recommended due to the services we provide



MSGIC.ORG



MSGICEMAIL@GMAIL.COM



MSGIC



@MSGIC\_MD



- Media and Cyber Liability - Unclear if this is related to coverage against a hack / security breach or against some kind of lawsuit based on people interacting with our website.
  - Julie - Sounds inline with another discussion she had with another insurance company; will compare quotes
  - By Law Review--Joe Agenbroad/Graham Twibell/Julie Spangler
    - No Updates
- Membership Year & Invoicing Update -- Shawn Pickett
  - Membee Database Administration
  - Shawn - Reviewed the documented proposal here:  
<https://drive.google.com/open?id=13AZ9EfO3E3SiP1iXhyOFp2RBAEE1Y8BSe60JG01LwOI>
  - Julie - Likes Option # 4, Shawn agreed
  - No objections were raised
  - Patrick McLoughlin - Recommends putting together 2 or 3 scenarios together to serve as a FAQ for the new policy / larger issue of membership dues. Also, brought up that this change requires a full vote from the members.
  - General discussion and agreement that we should shoot for having the proposal lined up ASAP to present and vote on by the Spring Quarterly in April.
  - Julie - Recommend getting together a small group meeting to discuss and finalize the proposal. Include Jen in the meeting as well.
  - Shawn will schedule the meeting, include Pat C, Pat M, Graham, Julie, Jen, JB Churchill, Julia
- TUGIS Planning Updates - Julie Spangler & Graham Twibell
  - Outstanding Items and Upcoming Deadlines
    - First priority is wrapping up the training day schedule / coordination
    - With potentially new sponsors, will need to get booth materials redone
    - Also need to start discussing (June time frame) how are plan to use the larger booth area for TUGis
  - Emerging Professionals Events - Mike Herzberger
  - Day 2 Sessions Update - Anthony Dowell & Julie Spangler
    - Anthony - Current training sessions on the website
    - Julie - Had coordinated with Roger about a course on USGS tools; not currently posted, but still being coordinated
    - Anthony - Also coordinating a MapTime Bmore hackathon
  - Miscellaneous
    - Julie - At this point, the assumption is that things (COVID-19) will go back to a sense of normalcy by August, so there are no current impacts on the conference.
  - Pat C - Coordinating a program with Worcester High School to get students to come to TUGis, have them meet working professionals. Have lessons learned discussion with the students at the end of the conference.





- Anthony - Has some contacts from other counties / schools that might be interested
  - Quarterly Meeting Updates—Niki Miller & Pat McLoughlin
    - Spring Meeting Planning--Washington County Public Library
      - Julie/Niki - Proposing caution with COVID-19, recommending suspending
      - Mara - We should not overreact to the virus, but agreed with general caution.
      - Pat C - County on the verge of moving to tele-working; Recommend suspending everything through April
      - Mike H. - Good time to double down on social media as a communication / outreach method
      - Julie - We can accommodate up to 151 people on GoTo Meeting; Can do a virtual half-day meeting in place of the Quarterly.
      - Niki - To clarify, have the virtual meeting in place of the in person meeting.
      - Decision was made to move Spring Quarterly to a virtual meeting
      - Julie - Niki, let's talk about the revised agenda and include that in email notification about changing over to a virtual meeting.
      - Mara - Recommends keeping it to / under 3 hours
      - Niki / Graham - Recommends keeping it to an hour
      - Shawn - Recommend having a general communication to address our stance on COVID-19; Should be simple, address our desire to be cautious and align ourselves with the state's policies; Also, the desire to look at alternatives for meetings (virtual, social media, etc.)
      - Julie / Graham / Niki - To coordinate on communication for COVID-19 generally and the quarterly specifically
    - Summer Meeting Planning
      - Niki was trying to talk with Lauren about this meeting. Lauren was not on the call.
  - Tabled Topics; will follow up in time
    - 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. Conferences
- a. Maryland's Geospatial Conference Advisory Meeting – Julie Spangler
  - b. Delmarva Conference
    - i. Julie - Asked Erica if there were any updates on COVID-19 impacts. Erica / Sean Lynn are not on the call
    - ii. Discussed the folks who are going to attend, including Roger, Shawn, Logan, Erica, and Sean Lynn, that could help manning the booth
    - iii. Julie - Will coordinate with Shawn P about handing off the booth materials







- c. Maco Summer
  - d. URISA GIS Pro
    - i. Julie - The conference is expensive, but it is located in Baltimore, so may represent an opportunity for outreach.
    - ii. Mara - There is now a Chesapeake chapter of URISA that is active that could represent a new contact in the state for events and other coordination
    - iii. Shawn - What is the target audience of the conference?
    - iv. Julie - It is primarily a professional development (management / networking) focused conference. Decided to table discussion for now on purchasing a booth / sending attendees. We still have a couple months before we need to decide.
  - e. MSS - Spring Conference in Linthicum (April)
    - i. Roger will attend and present on LiDAR and other related topics
    - ii. Shawn - Recommend putting the event on the calendar
    - iii. <https://www.marylandsurveyor.org/events/EventDetails.aspx?id=1115356>
    - iv. Pat C - Will put the event on the calendar
  - f. Esri - 1 day meeting on April 14th - Cheryl
    - i. University at Shady Grove
    - ii. Not sure if this will still occur with the virus
5. Caucuses & Subcommittees
- Advocacy – Logan Hall
    - No Updates
  - Data and Resources Subcommittee – Cheryl Knott
    - Working Groups
      - Emergency Management/Public Safety Working Group - Peter Hanna & Shelby Roberson
        - No Updates
      - Maryland Elevation Working Group – Erin Silva & Roger Barlow
        - Dewberry is pulling together information on elevation (current/projected) needs throughout the country, including Maryland
        - Erin and Roger are getting together on when they will meet again as a working group
      - Geospatial Career Outreach Working Group – Mike Herzberger
        - COVID-19 is having impacts
        - Got feedback from Ardys on EP meeting. She recommends holding it the day before TUGis as a way to tee up the conference for the EP.
        - Mike - should we start suspending/cancelling meetings after April? (May/June)
        - Pat M - recommend holding tight for a month to see how the situation develops. In person meeting are impactful and don't want to cancel prematurely





# Maryland State Geographic Information Committee

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

- Julie/Shawn agreed
- Mike - Business cards opportunity - 100 business cards - about \$20; Recommended getting 500 business cards;
- Julie - Motion to setup not to exceed \$200
- Graham - Second
- Shawn - just want to be sure final design looks professional
- No other objections; motion for spending funds not to exceed \$200 are approved, Julie will make final approval of design.
- Mike - GIS of Jobs; discussed with Anthony prior to the meeting; spinning up
  - Maryland UAS Working Group – Jonathan Austin
    - No updates
  - Baltimore Data Day Planning
  - MapTime Bmore had a CCBC event last night
- Education Subcommittee & Education Caucus – Erik Hovland & Anthony Dowell
  - KanBan training on Friday went pretty well, between 20 - 25 attendees
  - Working on getting audio fixed on the recording, then it will be sent out
  - 2 sessions planned
    - June - Rebecca will provide training on GIS Management
    - Another planning for 4th quarter after TUGis
  - Feedback from JB and Mara was good
  - Shawn - do we do after training surveys?
  - Julie - we have the technology, just need to compose the actual survey and send it out
- Federal Updates – Roger Barlow
  - One ongoing issue in Maryland with BGN is Negro mountain; Received feedback from non-local legislatures in favor of changing the name, but locals still seem to want to keep it. Mountain is also mostly in Pennsylvania, so this would require buy-in from them as well.
  - Mara - legislative testimony was very interesting, seemed to be a microcosm of discussions of who gets to speak for history and local issues.
- Outreach Subcommittee – Patrick Callahan
  - No updates
- Private Caucus – Niki Miller
  - No updates
- State Caucus – Julia F
  - One final job position available
  - COVID-19 coordination / related activities have ramped up, including the governor's office, Department of Health, and other agencies
  - Also coordinating on data sharing agreements throughout the state, including with PSAP directors and other emergency services professionals
  - Has been invited to the ECC meetings, no push back from
  - Roger - any repackaging / sharing of data with the CDC?



MSGIC.ORG



MSGICEMAIL@GMAIL.COM



MSGIC



@MSGIC\_MD



# Maryland State Geographic Information Committee

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

- Julia - there is ongoing coordination across many different agencies and organizations, but the focus is on ensuring the data is authoritative. The data is coming from multiple sources.
- Regional Caucus – Erica
  - No updates
- Local Caucus – Katy & JB
  - Katy and JB have had a couple of discussions over the past month. Working through email mailing list to remove hard bounces.
  - Talked about reviving the training survey

6. Next Meeting: Wednesday, April 8th, 2020 10 am - 12 pm (Conference Call only)

Here are some links that were shared after the meeting regarding COVID-19:

<https://www.vox.com/2020/3/10/21171481/coronavirus-us-cases-quarantine-cancellation>

<https://governor.maryland.gov/coronavirus/>

<https://phpa.health.maryland.gov/Pages/Novel-coronavirus.aspx>

## 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>



MSGIC.ORG



MSGICEMAIL@GMAIL.COM



MSGIC



@MSGIC\_MD