



# Maryland State Geographic Information Committee

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

## OFFICERS

### Chair

Julie Spangler  
JMT Technology Group

### Vice Chair

VACANT

### Past Chair

Patrick Callahan  
Prince George's County

### Secretary

Shawn Pickett  
Century Engineering

### Treasurer

Jen Chadwick-Moore  
MD Historical Trust

## CAUCUS CHAIRS

### Education

Art Lembo  
Salisbury University

### Federal Government

Sal LiCausi  
Ft. George G. Meade  
US Army

### Local Government

Chris Kephart  
Caroline County

### Private Industry

Niki Miller  
JMT Technology Group

### Regional

Erica McMaster  
Washington College

### State Government

Patrick McLoughlin  
Maryland Dept of IT

## SUBCOMMITTEE CHAIRS

### Data and Resources

Cheryl Knott  
BNIA-JFI

### Education

Lauren McDermott  
ESRGC

### Advocacy

Logan Hall  
ESRGC

### Outreach

Patrick Callahan  
Prince George's County

## MSGIC Executive Committee Meeting Agenda

Wednesday, October 9, 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)

### Attendees:

Julie Spangler  
Pat McLoughlin  
Niki Miller  
Charlene Howard  
Sal LiCausi  
Jen Chadwick-Moore  
Justin Manion  
Kevin Coyne  
Julia Fischer  
Patrick Callahan  
Graham Twibell  
Justin Mannion

### On the phone:

JB Churchill  
Cheryl Knott  
Katy Maglio  
Logan Hall  
Art Lembo

## 1. Open Meeting & Announcements – Julie Spangler

Julie invited all nominees for the 2019-2020 MSGIC Executive Committee to participate in the meeting, though it should be noted that all executive committee meetings are open to everyone.

- **Approval of Prior Meeting Minutes**

The meeting notes from August and September were approved and will be posted on the MSGIC website.

- **New Topics & Open/General Discussion**

Cheryl Knott has several items that she would like to post on the MSGIC calendar. They include MapTime Baltimore events and Baltimore City's GIS Day event.

## 2. MSGIC Treasury Report - Jen Chadwick-Moore



MSGIC.ORG



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MSGIC



@MSGIC\_MD



More money has been transferred into MSGIC's account from Paypal for membership renewals. The intern check was cashed. Julie Spangler has an outstanding check to cash.

### 3. MSGIC Business

- **Elections 2019/2020 -- Julie Spangler**

Below are the candidates for the MSGIC Executive Committee:

Chair: Vacant

Vice Chair: Graham Twibell, AECOM

Secretary: Shawn Pickett, Century Engineering

Treasurer: Jen Chadwick-Moore, Maryland Historical Trust

Education Caucus: Erik Hovland, Anne Arundel County

Federal Caucus: Roger Barlow, USGS

State Caucus: Pat McLoughlin, Maryland Dept of IT

Local Caucus: Katy Magio, Anne Arundel County and JB Churchill, Garrett County

Regional Caucus: Erica McMaster, Washington College

Private Caucus: Niki Miller, JMT

Data & Resources Subcommittee: Cheryl Knott, Baltimore Neighborhood Indicators Alliance

Education Subcommittee: Anthony Dowell, AECOM

Outreach Subcommittee: Patrick Callahan, Prince George's County

Advocacy Subcommittee: Logan Hall, Salisbury University

The ballot email will go out on Friday, 10/11 and will be open for two weeks. We are using SurveyMonkey for the ballot. They just recently changed their pricing model. The price is now \$100 per month. Election results will be announced at the Fall Quarterly meeting.

There is a vacancy for the MSGIC Chair since Matt Sokol left DoIT and MSGIC in September. According to the bylaws, the Chair can be filled at a later date if we so choose.

Katy Maglio and JB Churchill will be co-chairs of the local caucus.

- **Website Working Group – Julie Spangler**

Right after Matt Sokol left DoIT, the MSGIC website went down. Sean Lynn was able to get a copy of the website from August and got it back up and running on an ESRGC server. He upgraded everything in the process (Wordpress & Membee). During this process, we learned that our website host TierraNet has poor customer service. Our hosting agreement will be up in November.





The website working group is going to meet tomorrow at 1:00 to discuss plans for hosting and updates. Julia Fischer encouraged the group to use Julia Kwedi (our intern) where we can. Julia K. has a marketing and communications background.

Some of the people who participated in the website working group in the past were unaware of the meeting tomorrow. Original members of the working group included: Patrick Callahan, Sean Lynn, Niki Miller, Pat McLoughlin, Cheryl Knott, and Charlene Howard. Patrick was asked to forward the meeting invite to these people.

- **Quarterly Meeting Updates—Niki Miller & Pat McLoughlin**

- **Fall Meeting – Wednesday, October 30, 2019, DoIT, Crownsville, MD**  
Julia F. or Jen will provide a list of contacts for the food trucks; Julia K. will make calls to the possible vendors for availability and pricing. Panera will deliver to DoIT.

The RSVP button on the MSGIC fall quarterly meeting needs to be enabled. Julie will talk to Shawn Pickett about this.

There will be three presentations at the meeting:

- Delmarva Economic Dashboard, Lauren McDermott (ESRGC)
- Census 2020, Maryland Department of Planning
- The Lines Between Us, Lawrence Lanahan

Julie requested links to the Lines Between Us maps that were created by the Baltimore Neighborhood Indicators Alliance and a link to the Delmarva Economic Dashboard.

Julie would like to put together a survey on the fall quarterly meeting using Survey Monkey.

Cheryl Knott will not be able to attend the fall quarterly. Someone else will need to give the public safety update.

Julie is planning to send out an email to MSGIC members with the ballot and a reminder about the upcoming fall meeting. She will also ask members if they have a GIS Day event to advertise.

- **Administrative**

- **Membership in the Maryland Nonprofit Organization**

Julie attended a board breakfast with the Maryland Nonprofit Organization (MNO) last Friday, 10/4. They host events regularly and MSGIC board members can attend. Julie is going to share information about their upcoming events with the group.





Julie has downloaded some resources from the MNO related to succession planning, board responsibilities, recording votes, meeting notes, etc. These will be made available on Google Drive. Julie recommended revisiting the MSGIC strategic plan that Pat McLoughlin started. MSGIC's bylaws need to be revisited. We may want to review the template provided by the MNO and use it as a starting point instead of revising the existing bylaws.

Julie is going to engage legal services to initiate the change of MSGIC from a 501c3 private foundation to 501c3 public charity.

The MSGIC Executive Committee is actually a board. However, we don't have an executive director. If we get an executive director, we'll have to determine if they will be paid or unpaid. The National Alliance for Public Safety GIS (NAPSG) Foundation pays someone to be the executive director. The sole purpose of the company they use is to provide executive directors for boards.

- **Insurance Update**

Julie is getting a quote for changes to MSGIC's insurance policy. Changes to policy will increase our insurance coverage and will cover board members.

- **Membership Year & Invoicing Update -- Julie Spangler**

- **Membee Database Clean Up**

An automated email was sent out around 9/1 reminding members to renew. That resulted in a flurry of renewals. The Membee database still requires cleanup. Shawn Pickett and Patrick Callahan have been shouldering a lot of this responsibility. It would be nice to get one or two more people familiar with Membee and help manage memberships. Jen Chadwick-Moore volunteered.

- **Tabled Topics**

- 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







- Emergency Management/Public Safety Working Group - Peter Hanna & Shelby Roberson
- Maryland Elevation Working Group – Erin Silva & Roger Barlow
- Geospatial Career Outreach Working Group – Mike Herzberger
- Maryland UAS Working Group – Jonathan Austin

Mike Herzberger would like to hold an emerging professionals event before the holidays.

- **Education Subcommittee & Education Caucus – Lauren McDermott & Art Lembo**

Lauren was unable to attend this meeting.

Julie sat in a meeting on Monday, 10/7 on the Rural Edge workshop. Esri is looking for 25 to 30 people to attend the in-person workshop which will take place at Salisbury University. There are 19 people signed up so far. Five seats are going to be made available to folks from Delaware through Esri. MSGIC is paying for lunch on one of the workshop days. There are still five open seats for people from Maryland.

- **Federal Updates – Sal LiCausi**

No updates.

- **Outreach Subcommittee – Patrick Callahan**

The MSGIC website is back up.

- **Private Caucus – Niki Miller**

There are several consultants who are interested in presenting at the winter quarterly meeting around the topic of electric and gas utilities. Before committing, the consultants want to know where and when the winter quarterly meeting will be held. The meeting is usually held the third week of January in southern Maryland.

Julie met someone at the MNO who works at the College of Southern Maryland in La Plata. MSGIC has used this venue before, but it was expensive. Julie will check with her point of contact about availability and cost. Patrick Callahan may have a location in Prince George's County. The winter quarterly meeting shouldn't conflict with the Esri Federal GIS conference as that is going to be held in February.

- **State Caucus – Pat McLoughlin**

Pat will provide a comprehensive update at the quarterly meeting.

With Matt Sokol's departure, some responsibilities are shifting around. If you need something from DoIT, submit a ticket and it will get assigned to someone.





- **Regional Caucus – Charlene Howard**

The Metro Washington Council of Governments (MWCOG) developed walksheds for commuter rail, Metro, VRE, and streetcars. It's getting used by the community.

Charlene reported an issue that MWCOG is having where datasets cannot be downloaded from the Open Data site. This is a known issue with Esri.

- **Local Caucus – Chris Kephart**

Chris wasn't able to attend the meeting.

There is an email from Worchester County that Julie is going to share with JB and Katy. They requested their question be shared with all MSGIC members, but Julie thinks it's probably better suited to the local caucus members.

## 5. **Maryland's Geospatial Conference Advisory Meeting – Julie Spangler**

There is a desire to limit attendance at the advisory committees to Towson, MSGIC, and DoIT. Tasks will be delegated to subcommittee members.

In the last meeting, the group discussed the 2019 conference survey results. There were 100 responses and there were a lot of opposing views about the organization of the two-day conference. The industry talks were highly rated and attendance numbers were up from last year. Julie will review the survey results with MSGIC members at the fall quarterly meeting.

The Student Union will be opening around the time of the 2020 conference. The conference will likely be in the Liberal Arts building again in 2020.

## 6. **Other Topics**

- **Executive Committee Meetings**

We've had a couple of virtual executive committee meetings in the recent past. The group is open to a virtual meeting every other month or every three months. We are also open to having executive committee meetings in other locations. A suggestion was to have a meeting in Cambridge, Maryland or at a sponsor location.

- **Use of Google Suite for Nonprofits**

Matt Sokol was starting to investigate the use of the Google Suite for nonprofits. Now that he's gone, we'll need someone else to research this.

