| OFFICERSChairGraham TwibellAECOMVice ChairNiki MillerJMT Technology GroupPast ChairVACANTSecretaryShawn PickettCentury EngineeringTreasurerJen Chadwick-MooreMD Historical TrustCAUCUS CHAIRSEducationLogan HallESRGCFederal GovernmentRoger Barlow USGSLocal GovernmentKaty MaglioAnne Arundel CountyVarun ChudiwaleMontgomery CountyPrivate IndustryBrad SpittelKCI TechnologiesHarrison BloomStraughan EnvironmentalRegionalErica McMasterWashington CollegeState GovernmentJB ChurchillJohn LeskoMaryland Dept of ITSUBCOMMITTEE CHAIRSData and ResourcesDavid McSpaden, DMELuis Carrasco, WSSCEducationAnthony Dowell AECOMRyan MelloESRGCAdvocacyCharlie WrennSnap, Inc.OutreachSean LynnWashington College | Executive Committee MeetingWednesday, May 12, 2021 10:00 AM – 12:00 PM**Conference Call-in Only** *(meeting info at the end of the agenda)*

| Executive Committee Attendees

| **Name** | **Role** | **Present** |
| --- | --- | --- |
| Graham Twibell | Chair | x |
| Niki Miller | Vice Chair | x |
| Shawn Pickett | Secretary | x |
| Jen Chadwick-Moore | Treasurer | x |
| Logan Hall | Education Caucus Chair | --- |
| Roger Barlow | Federal Government Caucus Chair | x |
| Katie Maglio | Local Government Caucus Co-Chair | x |
| Varun Chudiwale | Local Government Caucus Co-Chair | --- |
| Brad Spittell | Private Industry Caucus Co-Chair | x |
| Harrison Bloom | Private Industry Caucus Co-Chair | --- |
| Erica McMaster | Region Caucus Chair | x |
| JB Churchill | State Government Caucus Co-Chair | --- |
| John Lesko | State Government Caucus Co-Chair | x |
| David McSpaden | Data and Resources Chair | x |
| Luis Carrasco | Data and Resources Chair | x |
| Anthony Dowell | Education Subcommittee Co-Chair | x |
| Ryan Mello | Education Subcommittee Co-Chair | x |
| Charlie Wrenn | Advocacy Subcommittee Chair | x |
| Sean Lynn | Outreach Subcommittee Chair | x |
| **Total Count** | 13/18 |

Other Attendees

| **Name** | **Organization** |
| --- | --- |
| Charlene Howard | MWCOG |
| Patrick Callahan | Prince George’s County |
| Al Wainger | Axis Geospatial |
| Joe DeLuca | EBA |
| Patrick McLoughlin | JMT |
| Mike Loll |  |
| Mike Herzberger | MES |
| Marshall Stevenson | WBA |

**Notes Legend**Green highlighted text - Approved itemYellow highlighted text - Low priority action itemRed highlighted text - High priority action itemGray highlighted text - No updates**Bolded topics will require a vote**. |
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Open Meeting & AnnouncementsApprove Prior Meeting Minutes* **April 2021**
	+ **Motion to Approve - Niki**
	+ **Seconded - David**
	+ **Approved without Objections**

MSGIC Treasury Report – Jen Chadwick-Moore* Reviewed budget
* 2020 Tax Preparation
	+ Electronic taxes have been submitted, waiting on bill
	+ Have to file SDAT for state taxes
* IRS Status Update
	+ In the fall, worked with MD Non-Profit lawyer,
	+ Resubmitted packet last week
	+ Patty will check back in next week
* Running low in checks
	+ Local branch won’t talk to Jen since she is not on the account
	+ Asked Al for his contact information
	+ Al indicated that Terry Martin is the only one locally still on the account
	+ Charlie Wrenn indicated he has their contact info and will pass it along

New Topics & Open/General Discussion* None

MSGIC BusinessQuarterly Meeting Updates – Graham Twibell/Niki Miller * Review of Spring Quarterly
	+ Overall went very well
	+ Prepped members with the revision to the by-laws
	+ Had an update from Julia F (GIO update)
	+ Call for feedback
* Planning for Summer Quarterly (July 21st)
	+ Call for presentations
	+ Local government presentations
	+ Stormwater App - Steve Long (tentative)
* Niki will be coordinating with Jim Cannistra on a location for the Fall conference

Membership Year & Invoicing Update – Shawn Pickett* 2021 Membership Drive
* Caucus Membership Lists

Bylaw Working Group – Graham Twibell* Email has been sent out

Intern Support – Sean Lynn & Shawn Pickett* Proposed New Intern Program with Washington College
	+ No Updates
* Sean Lynn
	+ Continuing to make improvements with documents and the website
	+ Creating a form through Google to make requests, hoping to have it ready by next meeting
* Shawn P - Sean and I creating spreadsheet of all accounts/subscriptions to:
	+ Look at consolidating invoicing
	+ Develop plan for contact emails
	+ Switch out / archive legacy msgicmail@gmail.com account (import into GSuite)
* Graham - reached out to Salisbury about our current intern situation and they were supportive of whatever we end up doing

TUGIS 2021 Planning* TUgis MSGIC Working Group
	+ Presentation
	+ Booth
	+ Emerging Professionals session
* Niki requested early access to the platform for sponsors to be better able to prepare
* Call for volunteers to help develop content:
	+ Shawn P
	+ Charlie
	+ Mike H
	+ Sean Lynn
* Graham asked Charlie to lead the email to coordinate efforts. Should CC Graham and Niki

Strategic Goals - Niki Miller* Goal to create a program to support local partners is in need to a lead; if anyone is interested, please come forward
* Website improvements (covered later by Sean)
* Need to do what we can to recruit new individuals to MSGIC leadership

Tabled TopicsStandard Operating Procedures and Organizational Policies* Purchasing, Internal Controls
* Personally Identifiable Information & Information Technology
* Good Governance Checklist
* Code of Ethics

MSGIC Scholarship Idea* No updates

ConferencesURISA 2021 – Baltimore!OpenJS World - June 2, 2021* Virtual and Free!
* <https://openjsf.org/>

MACO - Aug 17 - 21, 2021* Marshall Stevenson recommended that MSGIC not attend this year’s conference as attendance will be limited.

Open Source Summit + Embedded Linux Conference - Sep 27 - 30, 2021* Seattle, Washington (in-person) AND virtual
* While not a geospatial-specific conference, GNU/Linux is an integral part of web application / server development and the use of embedded devices in the geospatial community is growing.
* <https://events.linuxfoundation.org/open-source-summit-north-america/>

Delmarva Conference* <https://degis.org/>
* In Person
* Need to discuss whether there are any volunteers to attend / represent MSGIC

Caucuses, Subcommittees, and Working GroupsOverall* Review goals and communication with members

Outreach Subcommittee – Sean Lynn * Bi-weekly meetings
	+ Maps/apps development
	+ Social Media
	+ Website (back-end and front-end)
		- Developing some staple images that relate to meetings
		- Outreach meeting will be shared on the MSGIC calendar
		- Looking to tackle one page a month
		- Will be updating SEO for website
* Job posting site
* Shawn P. to coordinate with Sean on creating a FAQ page related to membership issues

Federal Updates – Roger Barlow* Working with MDE / NOAA to update shoreline; Come to an agreement on 1 foot. Hoping to wrap up in the coming weeks. Will then go to the National
* May 4 -5 National Geospatial Summit was held. Decision was made to postpone the DATUM/coordinate system update until 2024
	+ Didn’t have specific details on why
	+ Reality is that congress still needs to ratify this
	+ LIkely due to concerns over the ability of the wider GIS community being able to implement the change

Private Caucus – Harrison Bloom & Brad Spittel* Have been meeting monthly

State Caucus – JB Churchill & John Lesko* JB wanted to report that Prince George’s County went live with NG911
* Redesigning MD iMap website (4.0)
	+ Looking to go to more of a dashboard interface
	+ Upgrading backend equipment
* Esri International User Conference in July - registration is free
* Will be retiring raster basemaps and moving to vector basemaps

Regional Caucus – Erica McMaster* No major updates for the Regional Caucus - continued efforts in a website update & ideas of testing out a communication platform (in collaboration with Sean Lynn)

Local Caucus – Katy Maglio & Varun Chudiwale* Looking to encourage more participation from members that are shy about presenting / contributing towards discussions
* There was a survey that is being developed

Education Caucus – Logan Hall* Logan was not there, but Graham added that it would be good to continue to build relationships with educational institutions

Advocacy – Charlie Wrenn* HB 684 - Still showing a status of at the Governor’s office
* May 18th is scheduled for bill signing
* Julie Spangler - reached out about a bill in Pennsylvania that might have impacts. Graham will be sending out the info to Charlie

Data and Resources Subcommittee – David McSpaden & Luis CarrascoMaryland UAS Working Group - David McSpaden* There is a conflict that has come up in North Carolina between a drone operator and the local survey community. The issue is that the survey group is claiming that doing math on an image or mosaic is in the domain of survey and requires a license. This could potentially have larger impacts depending on how it is resolved

Public Safety Working Group - Peter Hanna & Shelby Roberson* Survey from Quarterly Meeting
	+ 15 responses
	+ Will be putting together a document to summarize and share with EC

Maryland Elevation Working Group – Erin Silva & Roger Barlow* Very productive meeting on April 22nd
	+ Purpose was to draft minimum specification on LiDAR
	+ Had 20 attendees

Geospatial Career Outreach Working Group – Mike Herzberger* Industrial Professional Talk Series was well received
	+ Big thanks to everyone who volunteered to put together the Industry Professionals session
	+ Good discussion about some of the education programs throughout the state
* Graham - Is there a way to get some analytics on interaction with content for the website?
	+ Sean Lynn - Will work on this
* Mike H - Recommended using this content
	+ Should we have them sign a release since this content is public?
	+ Graham - Did ask the participants via email if they are okay with having this information published, but it was not formal. Should have some
	+ Charlie - In photography, releases are required by the publisher.
	+ Mike H - Should look into developing a formal release letter / process as this will likely come up in the future
* Sean Lynn - Looking at buying stock photos to avoid this issue

Education Subcommittee – Ryan Mello & Anthony Dowell* Next training will be conducted by Esri
* TUgis training includes a total of 9 sessions:
	+ <https://tugisconference.com/training/#1591897049795-c6e2f820-8cf4>

Closing:Additional Topics* None

Next Meeting: Wed, June 9th, 2021 10 am - 12 pm (Conference Call only) * Meeting Link: [https://global.gotomeeting.com/join/211075565](https://protect-us.mimecast.com/s/ISuCCwpEgBH0Vz0GI8_dIs?domain=google.com)
* You can also dial in using your phone.United States: +1 (646) 749-3112
* Access Code: 211-075-565
* First GoToMeeting? Do a quick system check: [https://link.gotomeeting.com/system-check](https://protect-us.mimecast.com/s/YcdZCxkVjDsmR4m1t25uHX?domain=google.com)
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