Executive Committee Meeting

Wednesday, July 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	x
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		16/18

Other Attendees

Name	Organization
Al Wainger	Axis Geospatial
Patrick McLoughlin	JMT
Pat Callahan	Prince George's County
Julia Fischer	DoIT

Notes Legend
Green highlighted text - Approved item
Yellow highlighted text - Low priority action item
Red highlighted text - High priority action item
Gray highlighted text - No updates

Bolded topics will require a vote.

Open Meeting & Announcements

Approve Prior Meeting Minutes

- **June 2021**
  - **Motion to Approve - Niki Miller**
  - **Seconded - David McSpadden**
  - **Approved without Objections**

MSGIC Treasury Report – Jen Chadwick-Moore

- IRS Status Update
  - Haven't heard anything back from Patty or the IRS
- Credit Card
  - Whomever is on the card would be liable for any issues with fraud or debt.
  - Charity Charge - organization that supplies organization's with credit cards without the personal liability. They require a deposit that covers your expected annual expenditure. After the first year, they give you credit and it would work like a normal credit card
  - Niki - What would you expect us needing to set aside based on our current expenditures?
  - Jen - $1000 should be sufficient
  - David - Why not just apply for one with our current bank? Worst case they reject it. Nothing lost. When he experienced identity theft, he was only liable for $50.
  - Jen - The goal was to limit the personal exposure of the Treasurer, including having to provide personal information for accounts.

- ○ Graham - We should either reach out to Maryland Non-Profit or another non-profit in the area to see if there is further information on acquiring and using credit cards.

New Topics & Open/General Discussion
- None

MSGIC Business

Diversity, Equity, & Inclusion (DEI) Training Contract Review and Vote - Ryan Mello & Anthony Dowell
- Discussion
  - ○ First Training would be for members
  - ○ Second Training would be for leadership
- Will be sending this out to everyone for feedback
- Does everyone feel comfortable doing a vote by email? Would require an email response to confirm each member's vote.

Quarterly Meeting Updates – Niki Miller
- Summer Quarterly (July 21st)
  - ○ Draft Agenda Review
    - ■ Steve Long - Integrated Stormwater Web Map / App
    - ■ HB 684 Discussion from MSS and Charlie Wrenn
      - Niki/Graham reached out to James from MSS to get insight on their intent with the language changes. Appears that this was an update to language that was put in place in the 1970s.
      - Concerns were reiterated about the language of the new bill, specifically by David
      - Luis recommended we reach out to other states to get feedback. He has a contact from North Carolina where he used to work. In addition to direct feedback, could schedule a meeting with his contacts.
      - Julia recommended we get legal counsel to get some feedback as well on our options.
  - ○ Happy Hour at Heavy Seas
- Fall Annual - October 20th (in person)
  - ○ College Park Aviation Museum has been reserved
  - ○ Still need

2021 Elections – Graham Twibell
- Communication Strategy - TUgis, Email, Website Carousel, Brochure
- If anyone has would like to volunteer to help with information to include in communications, please contact Graham / Niki

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Membership Year & Invoicing Update – Shawn Pickett

- Membee Action Items
  - Total of about 76 outstanding invoices, including organizations and individuals
  -
- Caucus Membership Lists
  - 25 individuals remaining

Intern Support – Sean Lynn & Shawn Pickett

- Sean/Erica - MoU is being finalized, but need to confirm the hourly rate and ceiling amount
- Current minimum wage in MD is 11.75, will be increasing to 12.50 on Jan 1
- Need to confirm the cap, which will include:
  - Updated hourly rate (at least 12.50)
  - Hours intended per week/month
  - Service Fee ~16%
- Looking to send out the MoU by the end of this week;
- If you are interested in participating in the intern hiring process, fill out the following form: https://forms.gle/s3MhXLPntLFrQod66

TUGIS 2021 Planning - Graham Twibell

- TUgis MSGIC Working Group - Charlie Wrenn
  - Commercial
  - Full-page digital ad for program
  - Booth staffing, created a spreadsheet for booth staffing, please sign up here: https://docs.google.com/spreadsheets/d/1wcj1zmIgyVgIU5_u9L-ydRAdZgLjGKe9/edit#gid=809794906
  - Emerging Professionals sessions - Christina Gladmon
- Moderators
- Happy Hour at Charles Village Pub

Strategic Goals - Niki Miller

-

Tabled Topics

Standard Operating Procedures and Organizational Policies

- Purchasing, Internal Controls
- Personally Identifiable Information & Information Technology
- Good Governance Checklist
- Code of Ethics

MSGIC Scholarship Idea

- No updates

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Conferences

Baltimore Data Day 2021 - July 19 - 23, 2021
- Baltimore, MD
- https://bniajfi.org/data_day/

URISA 2021 – Baltimore! - October 3 - 6, 2021
- Attendees from MSGIC include members from: DoIT, Prince George's County, JMT

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 - May 12 - 14, 2022
- https://degis.org/
- In Person
- Need to discuss whether there are any volunteers to attend / represent MSGIC

Caucuses

Federal Updates – Roger Barlow
- West River update is on hold; Hopefully have presentation for the Fall Quarterly

Private Caucus – Harrison Bloom & Brad Spittel
- No Updates

State Caucus – JB Churchill & John Lesko
- They have everything they need to process the Western Shore imagery, hope to have the data posted to MD iMap soon.
- Looking to hire a Business Analyst and some interns

Regional Caucus – Erica McMaster
- No Updates

Local Caucus – Katy Maglio & Varun Chudiwale

- No Updates

Education Caucus – Logan Hall

- No Updates

Subcommittees

Advocacy – Charlie Wrenn

- No Updates (see summer quarterly for notes on HB)

Data and Resources Subcommittee – David McSpaden & Luis Carrasco

- Luis discussed Google Earth Engine for imagery processing: https://earthengine.google.com/
- Luis also mentioned attending a Neo4J (https://neo4j.com/) webinar. This is a NoSQL graph database. He mentioned that spatial analysis using a graph database was a game changer.

Education Subcommittee – Ryan Mello & Anthony Dowell

- Tomorrow (7/15) is monthly training meeting at 3pm, contact Ryan or Anthony if interested
- Other notes included throughout

Outreach Subcommittee – Sean Lynn

- Continuing to work on more communication efforts throughout the site, including the blog.
- Pat McLoughlin is creating blog for the By-Law updates
- Looking to publish new job posting site, will discuss at Summer Quarterly

Working Groups

Maryland UAS Working Group - David McSpaden

- No Updates

Public Safety Working Group - Peter Hanna & Shelby Roberson

- No Updates

Maryland Elevation Working Group – Erin Silva & Roger Barlow

- Changes have been made to Chesapeake Bay for Leaf-off collection this season; Washington and Allegheny have been added
- October have scheduled next run of topo-bathymetic collection from Washington to Allegheny

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- Base Cartographic Theme for Hydrography; Would like to standardize culverts throughout the state
- Baltimore Flood meeting is happening this afternoon

Geospatial Career Outreach Working Group – Mike Herzberger

- No Updates (other updates covered TUgis above)

Closing:

Additional Topics

- None

Next Meeting: Wed, August 18th, 2021 10 am - 12 pm (Conference Call only)

- Meeting Link: 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? Do a quick system check: https://link.gotomeeting.com/system-check