



OFFICERS

Chair

Graham Twibell
AECOM

Vice Chair

Niki Miller
JMT Technology Group

Past Chair

VACANT

Secretary

Shawn Pickett
Century Engineering

Treasurer

Jen Chadwick-Moore
MD Historical Trust

CAUCUS CHAIRS

Education

Logan Hall
ESRGC

Federal Government

Roger Barlow
USGS

Local Government

Katy Maglio
Anne Arundel County
Varun Chudiwale
Montgomery County

Private Industry

Brad Spittel
KCI Technologies
Harrison Bloom
Straughan Environmental

Regional

Erica McMaster
Washington College

State Government

JB Churchill
John Lesko
Maryland Dept of IT

SUBCOMMITTEE CHAIRS

Data and Resources

David McSpaden, DME
Luis Carrasco, WSSC

Education

Anthony Dowell
AECOM
Ryan Mello
ESRGC

Advocacy

Charlie Wrenn
Snap, Inc.

Outreach

Sean Lynn
Washington College

Executive Committee Meeting

Wednesday, September 8, 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	x
Roger Barlow	Federal Government Caucus Chair	x
Katie Maglio	Local Government Caucus Co-Chair	x
Varun Chudiwale	Local Government Caucus Co-Chair	--
Brad Spittel	Private Industry Caucus Co-Chair	--
Harrison Bloom	Private Industry Caucus Co-Chair	--
Erica McMaster	Region Caucus Chair	--
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		10/18





Other Attendees

Name	Organization
Charlene Howard	MWCOG
Nora Barenblitt	
Siera Wigfield	
Patrick McLoughlin	JMT
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

- **August 2021**
 - **Motion to Approve - Shawn**
 - **Seconded - Sean**
 - **Approved without Objections**

MSGIC Treasury Report – Jen Chadwick-Moore

- Monies have been transferred from PayPal
- New expenses including the DE&I training and D&O Insurance
- Will be adding in the SurveyMonkey subscription for the month
- IRS Status Update - No updates, Patty has been out of the office with the holidays
- Credit Card - No updates, reached out to MD Non-Profit Organization for more info, but they were also out for the holidays
- Having issues receiving physical checks, but we can still do electronic checks in the interim. Post office assures us that they have not received anything, so it just seems like a delay.

New Topics & Open/General Discussion

- None





MSGIC Business

2021 Elections - Graham Twibell

- We have at least one nominee for each position, which is good
- Election Schedule Review
- Need to reactivate SurveyMonkey 9/1 and generate ballot
- Reminder that every EC board member must review and sign a Conflict of Interest Agreement annually

Intern Support – Sean Lynn & Erica McMaster

- **Washington College Memorandum of Understanding (MOU) & Rate Increase**
 - Had discussed an increased in the minimum wage to \$15/hour
 - Niki also pointed out there is an increased rate for Washington College due to them having the ability/providing the service to hiring interns outside of Washington College
 - David McSpaden indicated that the fees seemed competitive and reasonable compared to something like a temp agency or other organization we would have to engage with to manage payroll
 - Shawn/Sean- Both indicated that 40 hours a month should NOT be reduced as the intern has taken on more responsibility with social media and will likely take on more responsibility with Membee.
 - **Motion to Approve - Niki**
 - **Seconded - Charlie**
 - **Approved without Objections**
- Job Posting Flyer
- Selection Committee
 - Sean indicated he has 2 names from the original discussion
 - Can send out a Google form to try and get more participation

Quarterly Meeting Updates – Niki Miller

- Draft Agenda Review
 - Want to do new EC introductions
 - Also would like to do some type of ice breaker, not sure when this will occur
 - Have one presentation by Cheryl Knott; with the meeting being virtual and the other admin topics we need to cover, don't want to stretch it any further
- Caucus Breakout Sessions
 - Graham - Do we want to have separate calls lead by the current caucus chairs; Each chair would supply their own meeting platform/invite
 - Niki - That sounds good and worked well in the past
 - Graham / Niki will coordinate with Caucus chairs to have them set these up
- Introduction of new Committee





TUGIS 2021 - Graham Twibell

- Partner Debrief Meeting with Towson and DoIT on 9/13
- Raffle Winners - Charlie Wrenn
- Outreach to Non-members - Received list of about 150 people that attended that are not members. Graham sent out an email to the list and will be following up with any updates/responses.

Membership Year & Invoicing Update – Shawn Pickett

- Membee Action Items
- Caucus Membership Lists
- Generate new up-to-date sponsorship and org list
- Generate up-to-date membership list
- Axis Geospatial - should I send out a new invoice
 - Graham indicated to reach out to Erin Insley and ask
- Send out an invite for Friday at 2:30pm
- Need to develop a Technology Transition Plan of the GSuite email accounts, 1Password, etc.

MSGIC Awards – Niki Miller

- Niki presented a description of what the award is meant to be
- Looking to have the award presentation / review be rolling, with winners presented at the Quarterlies
- Overall feedback was positive and supportive of the idea

HB684 Working Group

- David McSpaden is taking the lead
- Graham will send a reminder to members to join and contribute to the forum
- Patrick McLoughlin volunteered to assist with the forum as well
- David will schedule a meeting and coordinate with Graham to get the word out via email, our calendar, etc.

Tabled Topics

Strategic Goals - Niki Miller

Standard Operating Procedures and Organizational Policies

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





MSGIC Scholarship Idea

Conferences

Open Source Summit – September 27th - September 30th

- <https://events.linuxfoundation.org/open-source-summit-north-america/>
- Hybrid conference (online and in-person)

FOSS4G – September 27th - October 2nd

- <https://2021.foss4g.org/>
- Hybrid conference (online and in-person)

URISA GIS Pro 2021 – Baltimore!

Delmarva Conference

- <https://degis.org/>
- Need to discuss whether there are any volunteers to attend / represent MSGIC

Caucuses, Subcommittees, and Working Groups

Subcommittees

Advocacy – Charlie Wrenn

- No real updates; the assembly is out until December
- There are some assembly committee meetings going on, but nothing that would affect MSGIC directly

Data and Resources Subcommittee – David McSpaden & Luis Carrasco

- No updates

Education Subcommittee – Ryan Mello & Anthony Dowell

- Last week had the first of Diversity and Equity training
 - Had about 25 members register and most attended
 - Very positive feedback, liked how interactive
- Next DEI training for EC board is Oct 6th, 11 - 1pm
- Another training planned for early Dec on Census data; Exact date and topic TBD
- Thanked Sean Lynn for his support in updating the website





Outreach Subcommittee – Sean Lynn

- There were some updates to the website earlier this week, including the slideshow, send Sean any feedback
- Backups have been configured to do weekly backups, can always change frequency at a later time
- Positive feedback on resume and job posting page that was added to the website
- **Seeking Approval for AAM Plugin - Role Hierarchy: Multi-Level Groups**
 - \$39 one-time cost and will help administer the WordPress roles more easily
 - Graham asked if this is a long-term or short-term fix
 - Sean indicated would be apart of our long-term stack in WordPress
 - No objections from Jen
 - **Motion to Approve - Sean Lynn**
 - **Seconded - David**
 - **Approved without Objections**

Working Groups

Maryland UAS Working Group - David McSpaden

- No Updates

Public Safety Working Group - Peter Hanna & Shelby Roberson

- Meeting is this Friday (9/10); Peter and Shelby are co-hosting it

Maryland Elevation Working Group – Erin Silva & Roger Barlow

- Kick-off meeting for topobathymetric collection for Potomac is this afternoon
 - Dewberry is the contractor
 - Will be using CZML
- Added proposal to add Frederick to Washington and Allegheny County collection
- Coordinating with Logan Hall to collect QL2 collection
- David asked if there was any plans to collect data in Baltimore County, specific to the lakes (Pretty Boy, Loch Raven, etc.); No plans at this time.

Geospatial Career Outreach Working Group – Mike Herzberger

- Mike H. is moving to a new job out of state, Christina Gladmon is tentatively taking over
- One idea that was floated is to engage directly with on campus student/alumni groups in addition to our current outreach to professors





Caucuses

Federal Caucus – Roger Barlow

- Was talking to DC Stream stats team, they are working with USGS on on a 4-year project
- MDE has received a request from DOT for watersheds
- Received a request from Rose DeLuca of Harford County Library for a list of GIS firms in the state; Gave Graham as the POC

Private Caucus – Harrison Bloom & Brad Spittel

- No Updates

State Caucus – JB Churchill & John Lesko

- Imagery mosaic is available on MD iMap
- This past week, he got together with Logan and Erin; Hopefully to have a few counties pushed through. Other acquisitions for the eastern shore, Harford, and Cecil they are still waiting on. Roger indicated the collection efforts appear to be on schedule
- DoIT recently hired a Business Intelligence analyst and now have 3 interns.

Regional Caucus – Erica McMaster

- No Updates

Local Caucus – Katy Maglio & Varun Chudiwale

- No Updates

Education Caucus – Logan Hall

- Logan is stepping back from EC next year, preparing to transition

Closing:

Additional Topics

- Graham / Niki will send out upcoming EC meetings
- Graham - Reminder to attend DE&I training in October

Next Meeting: Wed, May 12th, 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](https://global.gotomeeting.com/join/211075565)
- First GoToMeeting? Do a quick system check: <https://link.gotomeeting.com/system-check>





Maryland State Geographic Information Committee

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

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MSGIC.ORG



MSGICEMAIL@GMAIL.COM



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@MSGIC_MD