Executive Committee Meeting Agenda

Wednesday, February 9, 2022 10:00 AM – 12:00 PM

Conference Call-in Only *(meeting info at the end of the agenda)*

Executive Committee Attendees

Name	Role	Quorum	Present
Niki Miller	Chair	x	x
Shawn Pickett	Vice Chair	x	x
Christine Chang	Secretary	x	x
Jen Chadwick-Moore	Treasurer	x	x
Andrew Bernish	Education Caucus Chair	x	x
Roger Barlow	Federal Government Caucus Chair	x	x
Joshua Thompson	Local Government Caucus Co-Chair	x	x
Varun Chudiwale	Local Government Caucus Co-Chair		
Brad Spittell	Private Industry Caucus Co-Chair	x	x
Harrison Bloom	Private Industry Caucus Co-Chair		
Erica McMaster	Region Caucus Chair		
JB Churchill	State Government Caucus Co-Chair	x	x
John Lesko	State Government Caucus Co-Chair		x
David McSpaden	Data and Resources Chair	x	x
Ryan Mello	Training Subcommittee Co-Chair	x	x
Joe Weinstein	Advocacy Subcommittee Chair	x	x
Sean Lynn	Outreach Subcommittee Chair	x	x
Total Count		13/14	14/17

Other Attendees

Name	Organization
Michael Blahut	Maryland State Highway Administration
Rob Hayward	Esri
Dustin Henry	KCI Technologies
Mary Buffington	Salisbury University
Nora Barenblitt	M-NCPPC
Pat McLoughlin	State of Maryland
Julia Fischer	Maryland Department of Information Technology
Charlene Howard	National Capital Region Transportation Planning Board
Charles Wrenn	Prince George's County
Jonathan Dandois	Johns Hopkins Facilities & Real Estate

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
- The January meeting minutes need some more work. We will vote on them in the next meeting.

New Topics & Open/General Discussion
- No new topics

MSGIC Business

MSGIC Treasury Report – Jen Chadwick-Moore

Treasury Report

- GoToMeeting charged us tax when we renewed our membership, which they didn't do previously. Jen is working to get that cost reimbursed. It requires a Maryland state tax-free certificate. Jen needs Al Wainger's contact information for the certificate.
- Jen renewed our Maryland Nonprofits membership.
- Niki needs to renew our Membee license.
- We have a healthy balance of $30K.

Credit Card
- Even with a business credit card, the organization isn't liable–the individual with the card is

Strategic Goals - Niki Miller

- Niki reviewed the goals; no changes were discussed

Training - Ryan Mello

ArcGIS Hub Training Debrief
- This training was one of the most requested on the survey last fall
- Sold out within a day and Esri increased the capacity from 30 to 60
- 35 of 48 people who signed up attended
- Videos/resources will be posted soon

Plan for TUgis Training
- As discussed in last month's meeting, there will not be a day of training at the TUgis Conference this year; MSGIC is going to host a TUgis training series instead
- The plan is to hold at least one training per month starting in April and finishing in August
- Proposed training sessions include:
  - David Ramos, Cartographic Design
  - Logan Hall, Topographic Lidar Processing with ArcGIS Pro and QGIS
  - Stacy Smith, Next Gen 911
  - Anastassiya Suprunova, Intro to Power BI / Advanced Aspects of Power BI
  - John Buckley, Watershed Modeling Using QGIS

- Expect a few shorter training sessions as well from Washington College, AECOM, and at least two more
- Trainers will be paid $100/hour, which is in line with what TUgis has paid in the past
- We need to figure out logistics – can Membee handle registrations, what to do about existing members vs. non-members, etc.
- Training will be free for MSGIC members
- Plan to charge non-members $50 for training (they pay one time and can sign up for more than one training because after they sign up, they will be members)
- Need to setup a training page so new people know what's available and send out emails and post on social media
- Need to coordinate with Towson about getting their help promoting the training sessions
- More will be discussed at the next Training Subcommittee meeting on 2/17

Membership & Invoicing Update – Shawn Pickett

Membership Year
- Jeremy Sheinker from the Maryland Department of Emergency Management (MDEM) reached out about the cost of creating a Tier 2 organization account
- Last October the EC implemented a new policy where anyone can sign up July-December and pay the full amount for a membership, which is good until the following July. People who sign up January-April pay a prorated amount for the remainder of the year plus the regular amount for the next year. People who sign up from May-end of June get that time for free. They are paying for the upcoming year and their invoice is not due until the following July.
- The new member sign up needs to be updated to explain the membership costs. It would also be nice to break out the costs on the invoice.

Caucus, Subcommittee, and Working Group Membership Lists
- A mailing list has been created for each caucus
- A mailing list has been created for the HB684 working group
- Shawn has not yet created mailing lists for all subcommittees or the rest of working groups
- Please share your mailing list with Shawn Pickett (vicechair@msgic.org)
- Shawn asked everyone to reinforce that members should use the MSGIC website to manage their email notification preferences
- Shawn plans to create a how-to guide for notifications

Membership Dues (Sponsors vs. Members)
- Shawn is still interested in splitting out sponsorships from membership
- Would like to provide a more a la carte style choice
- This will be a topic for future meetings

Calendar - Shawn Pickett

- Shawn is working on an internal MSGIC calendar tied to Gsuite account
- This would be for the inner workings of MSGIC (examples: when should a meeting notice be sent out to members ahead of a quarterly meeting, when should notifications be sent to members about membership renewal, etc.)
- This calendar will help with turnover of the EC each October

Quarterly Meeting Updates – Shawn Pickett

Winter Quarterly Meeting - January 19, 2022
- Had a good turnout
- Presentation by Dr. Finn was well received; would like to do more presentations like this in the future
- Attendees liked the ice breaker; plan to do something similar in the future

Spring Quarterly Meeting - April 20, 2022
- We have one presentation lined up from PG County DPW&T
- May want to consider another happy hour

MSGIC Website Content - Sean Lynn

- The forum is now accessible when users are logged in
- Working on swapping out the job postings site from the Washington College AGO organization to MSGIC
- Sean will be adding a Caucus dropdown to the website

Intern Position – Sean Lynn

- Interviewed four candidates
- Awaiting work samples
- Will make a decision by the end of next week

Conferences

Delmarva Conference - May 12-14, 2022

- Charlie Wrenn and Andrew Bernish are going to take the lead on planning for MSGIC's booth
- If you are interested in helping out, please contact Charlie (cmwrenn@co.pg.md.us)

TUgis Conference - August 4, 2022

- TUgis will be in-person this year. MSGIC has reserved a booth that is front and center in the exhibit hall ([map](#))
- An email is going out tomorrow (2/10) to exhibitors with a link to a form where they will be able to provide their selected exhibitor level and preferred booth options.
- The TUgis team will review the submissions in order received and build out the exhibit hall assignments. An updated map will be sent out on 2/25 and organizations will be invoiced on 3/1.
- Exhibitor [prospectus](#)

- The Towson staff is preparing to restart the TUgis subcommittees. They include:
  - Conference program
    - Keynote and industry talks
    - Paper sessions - Marty Roberge
    - Other program activities (i.e. map app and high schoolers)
    - Mapathon - Jonathan Dandois
  - Special Interest Groups (SIGs)
  - Emerging Professionals/Higher Education Engagement - MSGIC
  - Sponsorships/Exhibitors - TU staff

If you are interested in participating in any of these groups, please contact Niki (chair@msgic.org).

Caucuses, Subcommittees, and Working Groups

Subcommittees

Advocacy – Joe Weinstein

- No updates

Data and Resources Subcommittee – David McSpaden

- David is working on an explainer for terms of license agreement so people know what they're buying (derived products and do you actually own them)
- Looking for examples of data license agreements from members

Training Subcommittee – Ryan Mello

- See notes above under Training
- The next subcommittee meeting is on Thursday, 2/17 at 3:00 PM)

Maryland State Geographic Information Committee

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

Outreach Subcommittee – Sean Lynn

- Will soon have an intern
- Keep an eye on the website
- If there are things we need posted, reach out to Sean
- Some things will start getting relocated
- Sean will provide more updates in the next meeting

Working Groups

HB684 Working Group - David McSpaden

- David McSpaden participated in a meeting of the Maryland Board of Professional Land Surveyors on January 5th
- HB684 is no longer a bill, it's a law
- Next steps are the COMAR regulations that will be written by the survey board
- MSGIC is invited to comment on them
- The working group has some goals in mind for the COMAR regulations

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

- Posted on respective area on MSGIC website
- Working with DoIT and Mission Critical partners for Lidar data
- 3D elevation data integration in not-too-distant future (to be discussed further in meeting on February 24th)
- Upcoming USGS flight season requirements in Maryland, have briefly discussed Talbot and Dorchester County
- Also speaking to State of Delaware on data proposal

Geospatial Career Outreach Working Group – Christina Gladmon & Mary Buffington

- Met at the end of January and welcomed some new members to the working group
- Spring is this group's busy season

- The group is discussion what to present at TUgis; they plan to reach out to the Towson University staff
- Meetings are on the last Friday of each month and are on the MSGIC event calendar on the website

Caucuses

Federal Caucus – Roger Barlow
- USGS has a Lidar Explorer
- 3D elevation data is available for viewing in the cloud
- It works best with small areas

State Caucus – JB Churchill & John Lesko
- Received 2020 Lidar acquisition for Montgomery County and Prince George's County
- ESRGC has started processing it
- Lisa Lowe and John Lesko will be meeting with Sean Lynn about the Eastern Shore imagery acquisition

Regional Caucus – Erica McMaster
- No updates

Local Caucus – Joshua Thompson
- No updates

Education Caucus – Andrew Bernish
- No updates

Private Caucus – Harrison Bloom & Brad Spittel
- No updates
- Will begin meeting monthly starting in March

Closing

Additional Topics

Virtual Meeting Details

- 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

Next Meeting: Wed, March 9th, 2022 10 am - 12 pm (Conference Call only)