

Maine Library of Geographic Information Board Meeting

Date: Wednesday, December 16th, 2009

Time: 10:00 AM to 12:30 PM

Place: Burton M. Cross Building, Conference Room 105.

AGENDA

1. Approval of the November 18th meeting minutes – Chair
2. LIDAR Regional Project – Mike Smith
3. Strategic Plan Implementation Groups
 - Coordination & Communication – Mike Smith, Dan Walters
 - GeoParcels – Nancy Armentrout
 - Education & Training – Tora Johnson (or designated Board member)
 - Geospatial Data – Joe Young (or designated Board member)
4. Subcommittee Reports
 - Financial – Larry Harwood
 - Policy & Marketing – Marilyn Lutz
 - Attendance Policy*
 - Portal Metadata Policy*
 - Portal System Administration Policy*
 - Technical – Christopher Kroot
 - Status of GeoPortal*

NEXT SCHEDULED MEETING: Wednesday, January 20th, 2010, 10:00 a.m. – 12:30 p.m., Burton M. Cross Building, Conference Room 105.

Maine GeoLibrary Board

December 16th, 2009

Meeting Minutes

Present

Nancy Armentrout

Michael Smith

Marilyn Lutz

Greg Copeland

Gretchen Heldmann

Kenneth Murchison (by phone)

Paul Hoffman

William Hanson, Chair (by phone)
Daniel Coker, Co-Chair
Greg Davis (by phone)
Jon Giles (by phone)
Aimee Dubois
Christopher Kroot

Staff

Larry Harwood

Visitors

Joseph Young, Floodplain Management Program, State Planning Office (SPO)
Dan Walters, US Geological Survey (USGS)
Steve Weed, Assessor Town of Bar Harbor

The meeting was called to order at 10:04 AM, Dan Coker presiding.

1. Approval of the November 18th meeting minutes

The Chair entertained a motion to approve the minutes. Greg Copeland moved to approve the minutes as written. Marilyn Lutz seconded. The Board voted 12 in favor, none opposed, 1 abstention. The motion carried.

2. LiDAR Regional Project

The application was filed on November 30th. The total amount of money available nationwide is \$5.9 M and we are asking for \$1.4 M from USGS. There will also be a ‘soft match’ of LiDAR that has already been collected but not available on federal websites like NED¹. We propose to round that up and get it there, along with coordinating FEMA collections and collecting new data.

There were 70 proposals nation-wide which is not many for such an amount of money. These proposals were for both LiDAR and orthoimagery, but it is not known how many of each. The collection, if it takes place, would be in the spring of 2010. The USGS is reviewing the proposals and we should hear something soon after the new year.

Also, the New England GIS Coordinators will be applying for USGS partnership funds to support the New England LiDAR Project. The Coordinators may apply for up to \$500,000 for each of the next three years.

Q: Is FEMA having LiDAR flown for Androscoggin County?

A: They were until the recent snow fall. We have had some difficulties finding out exactly what areas FEMA did or did not fly for LiDAR for but we are working on it.

3. Strategic Plan Implementation Groups

Coordination and Communication

There was not much to report on. Dan Walters and Mike Smith, Chairs of the Communication and Coordination Work Group, suggested that the Geolibrary Board and Maine GIS Users Group Board work out a policy regarding content each would host to eliminate duplication of effort and maximize each others mission and

¹ National Elevation Dataset at <http://ned.usgs.gov/>

strengths. They have already begun to sort out these issues relative to the listserv and GIS stakeholder contact list.

ILRIS

Nancy Armentrout said this name should be changed to the new name for this group: GeoParcels. There was not much to report. The Parcel Standards sub-group is working but she has not heard anything back from them at this point.

Education and Training

There was little to report. There has been no communication with Tora Johnson.

Sidebar

Christopher Kroot noted that Tora Johnson has been very heavily engaged in Science, Technology, Engineering and Mathematics (STEM) projects around the state under a grant to expand the STEM curriculum of K-12 schools. Tora had sponsored the previously mentioned conference of K-12 and secondary school educators. He also reminded the Board that Tora is conducting a survey identifying Geospatial IT as a promising area of economic activity for Maine and this fits in with the GeoPortal's education & training distributed nodes concept. Dr. Charles Colgan an economist currently at the Muskie School has been providing summary economic data. He suggest Dr. Colgan be invited to present at the January 2010 meeting. Marilyn Lutz agreed to ask him and a place holder will be put on the agenda for January 20th.

Geospatial Data

Joe Young reported that the Group Mission Statement was finished and read it out as follows:

The Mission of the Geospatial Data Work Group is to design appropriate geospatial data standards and define the geospatial data needs and flows between all levels of government, the private sector and academia to permit the ongoing acquisition of multi- purpose geospatial data for Maine. The workgroup will seek out a strong coalition of state, local, federal, private and non-profit partnerships to achieve this mission.

In addition the Group proposed a list of goals for 2010 which were read out and discussed.

1. Draft land use standards codes for presentation to the Maine geospatial community for review.
2. Review orthoimagery data standards for a state wide data set
3. Draft an orthoimagery acquisition plan
4. Draft LiDAR data standards
5. Draft a statewide LiDAR acquisition plan.
6. Review and update the parcel data standards for statewide data set as needed.
7. Draft a plan for acquiring a statewide parcel data set.
8. Collaborate with PUC and MDOT to develop a statewide roads data set
9. Survey and inventory of geospatial data
10. Make the stakeholders aware of existing standards through Maine GeoNews and other methods of communication.

The last two goals may be shared with or handed off to the Communication & Coordination Group.

It was noted that many surveys of geospatial data have been undertaken over the years, especially data held by state agencies and these surveys seem never to have been published. It was pointed out that the Resolve 23 study did in fact publish such a survey of data. There may have been other inventories done but not published but how many is not known.

USGS awarded the Maine Office of GIS funds to assist USGS in the inventory of geospatial data that has been developed by local government. An intern has been retained to work on the project. The intern will help towns create metadata if it does not exist and enter the metadata record into the GeoLibrary Portal. Mathew Bampton's USM students are also starting to assist towns with metadata loading into the GeoPortal. It was pointed out that too many surveys would confuse people, especially the municipalities; there needs to be some coordination of these disparate efforts. The consensus seemed to be that an *inventory* would be appropriate but another *survey* would not be.

It was pointed out that some state agencies still refuse to publish certain data or share the data outside of a narrow group. There appear to be a number of reasons for this. Some providers of data will do so only if it is held in confidence. The general publication of some data might lead to it being misused, especially for regulatory purposes. Some data sets are seen as "not ready for prime time" publication. It seems this situation will not change in the near future.

Sidebar

The Dept. of Environmental protection plans to publish a layer of shoreland zoning data based on the minimum standard in the state statutes. This would not represent a legally established shoreland zoning but a 'generic' base which towns could modify to suit their individual needs. Municipal shoreland zoning is in fact one of those data layers not published by DEP because of concerns from the towns submitting the data.

Q: Won't that cause confusion with the general public?

A: Perhaps, but it will be of value to the municipalities.

Q: There always seems to be a disconnect between the state agency data and the town's data. Should some state data be published at all?

A: It has to be in that it is raw material for everyone to use. The disconnect is in what the towns have done with the raw data – or what entirely new data they have developed.

Q: So we should not publish municipal shoreland zoning on the GeoPortal?

A: We could certainly put in some links to towns or regional organizations that publish that data.

Dan Walters gave a brief report on the Orthoimagery sub-group. The group has met three times and expects to finish work at the next meeting in January. They have reviewed the Geolibary Orthoimagery Survey results as guide to planning for future orthoimagery and are considering sending out notices on the list servers asking users of the existing orthoimagery to fill out a survey. A preliminary plan has been drafted to fly the populated parts of the state for 2 foot resolution imagery in rotations of 3 and 5 years based on growth of population and development. They have also reviewed the USGS orthoimagery technical specifications and found them to be acceptable as a basic template.

4. Subcommittee Reports

Financial

The summary one page financial report was presented. The Board has about \$33,000 left un-appropriated. The major expenditures can be matched up with the spreadsheets sent over from Accounting. Some of the smaller

expenditures cannot be definitely identified on the accounting sheets. MEGIS staff think that the expenditures on this one page sheet are as accurate as can be provided.

Policy and Marketing

Marilyn Lutz briefly reviewed the Draft GeoLibrary Portal Metadata Policy (see attachment A). There was little discussion.

Aimee Dubois moved to accept the GeoLibrary Portal Metadata Policy as written. Nancy Armentrout seconded. The Board voted 13 in favor, none opposed, no abstentions. The motion carried.

Marilyn introduced and briefly reviewed the GeoPortal System Management policy document. Discussion was positive overall but there were questions on the Metadata Administrator's functions. It had always been assumed that one the MEGIS staff would be the Metadata Administrator and there was concern that tasks as written would be too much to handle. It was suggested that regional administrators could take up much of the work, perhaps under a Memorandum of Agreement with the Board. The Administrator however would have to be the final arbiter of what would be accepted. It was decided that the policy would be edited and reviewed at the next meeting.

Next reviewed was the Draft Board Attendance Policy which generated considerable discussion. The first point of contention was the removal of Board members for "breach of attendance requirements". The legislation setting up the Board² does not specifically cover removal of members. Some were of the opinion that the Board could not legally remove members having been designated or appointed. There were suggestions about making the 'removal' process voluntary, essentially convincing members to resign if they are not able to attend regularly. The legislation does however allow for members to designate a representative.³ This was discussed briefly. It appears that no one has ever done this and it was not viewed very positively.

The second point of contention was the use of the telephone call-in instead of physical attendance. The benefits of physical attendance were not disputed. Several members however pointed out that distances and time constraints, especially in the private sector, preclude regular attendance in person. One suggestion was to use better technology such as the state's WebEx system which provides real-time data, application, voice and video sharing capabilities. The matter obviously not capable of being settled today, the Chair tabled the Policy to the next meeting.

Technical

GeoPortal

Gretchen Heldmann had spent some time checking the functions of the GeoPortal. Not all of the functionality was there as expected. Christopher Kroot reported that the problem came in switching over from the test server to the production server. Not all of the functionality was transferred as it should have been. Since USM has not been paid and since they have assigned a project manager to this operation, quick action is expected. The requirements of the first Cooperative Agreement will be met with the successful completion of the shapefile uploading and metadata tools – mostly debugging now. The second Cooperative Agreement will include completion of the map viewer (MapFish). The deadline is May 15th so there should be no problem.

Marilyn Lutz noted that it was difficult to write a policy on website content for the Geolibrary-GeoPortal and MEGUG. Someone should be focusing on this, perhaps from MEGUG. Aimee Dubois, also a member of MEGUG, agreed to bring this up at the next MEGUG Board meeting and send ideas to Marilyn to use to draft a policy on website content.

² <http://www.maine.gov/geolib/legislation.htm>

³ A member who designates another person to serve on the geographic information board as that member's designee shall provide written notice to the geographic information board's staff of the name and title of the designee. (5 M.R.S. Section 2003(2))

Other Business

Robert Marvinney has resigned from the Board. Nancy Armentrout will be nominated to the Governor for appointment to his seat. If that happens, Dan Walters will ask to be the Dept. Administration and Financial Services Commissioner's designee to the Board, replacing Nancy.

Elections for Chair and Co-Chair will be held at the January meeting. Jim Page, CEO of the James Sewall Co., has asked to address the Board on the Broadband Mapping project at the January meeting.

The Public Utilities Commission (PUC) and Maine Emergency Management Agency (MEMA) are looking at a vendor to provide a Common Operational Picture⁴ (COP) to MEMA for emergencies, beginning with utilities. This is one of the GIS technologies of the future. It would be desirable to have a presentation on this at a future meeting, perhaps in February.

The meeting was adjourned at 12:03

Attachment A

Draft GeoLibrary Portal Metadata Policy

Metadata may be submitted by any data provider to the GeoLibrary Portal. The metadata can refer to locally held geospatial data sets, or to online spatial data available for public access via web services. The portal serves as a metadata registry, intended to be a 'card catalog' type of repository.

Metadata for the data sets must be in accordance with the Federal Geographic Data Committee (FGDC) Content Standard for Digital Geospatial Metadata (CSDGM) for access through the GeoPortal.

At a minimum the metadata for the GeoPortal that documents geographic digital resources such as Geographic Information System (GIS) files, geospatial databases, and earth imagery must include but is not limited to, the mandatory fields in the FGDC standard.

At the point when the North American Profile of the ISO Standards (ISO 19115/19139) Geospatial Metadata replaces the FGDC Content Standard for Digital Geographic Metadata, the GeoPortal metadata requirements will adopt the new standard.

Version 1 12/3/09
Policy Committee

⁴ a single identical display of relevant (operational) information (e.g. position of own troops and enemy troops, position and status of important infrastructure such as bridges, roads, etc.) shared by more than one operation center.