

## **Maine Library of Geographic Information Board Meeting**

Date: Wednesday, November 17<sup>th</sup>, 2010

Time: 10:00 AM to 12:30 PM

Place: Room 600, Cross Office Building, Augusta

### **AGENDA**

1. Approval of the October 20<sup>th</sup> meeting minutes – Chair
2. ESRI – book *GIS for Elected Officials* by Corey Fleming – wants to use some of our material as a chapter in the upcoming book
3. Annual Report – Chair
4. Life After Larry – Mike Smith, Chair, All
5. Strategic Plan Implementation Groups
  - Coordination & Communication – Mike Smith, Dan Walters
  - GeoParcels – Nancy Armentrout
  - Education & Training – Tora Johnson (or designated Board member)
  - Geospatial Data – Joseph Young (or designated Board member)
6. Committee Reports
  - Financial Committee – Chair
  - Policy & Marketing Committee – Vinton Valentine
  - Technical Committee – Christopher Kroot  
*Status of GeoPortal*  
*Central location for presentations and articles*

**NEXT SCHEDULED MEETING:** Wednesday, December 15<sup>th</sup>, 2010, 10:00 a.m. – 12:30 p.m., 19 Union St, Augusta (new SPO office building).

## **Maine GeoLibrary Board**

**November 17<sup>th</sup>, 2010**

### **Meeting Minutes**

#### **Present**

Nancy Armentrout

Vinton Valentine

Gretchen Heldmann, Chair

Kenneth Murchison (by phone)

Paul Hoffman  
William Hanson, Co-Chair (by phone)  
Daniel Coker  
Judy Colby-George  
Jon Giles (by phone)  
Aimee Dubois (by phone)  
Christopher Kroot

**Staff**

Larry Harwood

**Visitors**

Brian Stearns, DeLorme  
Brendan Hall, Amidon Appraisal  
Corey Fleming, International City/County Management Association (ICMA)

The meeting was called to order at 10:09

**1. Approval of the August 18<sup>th</sup> Meeting Minutes**

The Chair entertained a motion to approve the minutes. There was one amendment on page 2, last paragraph, the second sentence should read "...discussed options for using Esri products...". Vinton Valentine moved to approve the minutes as amended. Nancy Armentrout seconded. The Board voted 8<sup>1</sup> in favor, none opposed, no abstentions<sup>2</sup>. The motion carried.

**2. Esri book *GIS for Elected Officials* by Cory Fleming**

Cory Fleming is a senior project manager with the International City/County Management Association (ICMA) in Washington, D.C. and has previously edited the Esri publication *The GIS Guide for Local Government Officials*. She is currently working on another publication tentatively titled *The GIS Guide for Elected Officials*, an outline of which is shown in Attachment A. She is particularly interested in the GIS Strategic Plan and its implementation. If the Board is agreeable, she would like to interview the Chair and perhaps one or two other Board members for perhaps an hour each. She will also study the materials available on the Strategic Plan. There will also be permission forms that need to be signed, a requirement of Esri.

Q: What is the time frame?

A: The plan is to have all the materials, interviews and permission forms ready sometime in January 2011. The Chair could probably sign off for the Geolibrary Board.

Q: Will the James W. Sewall Co. have to sign off as well?

A: It depends on the contract which we will have review. If the contract gave the Board full rights to the Strategic Plan Sewall would not have to sign off.

Q: Are other state officials going to be interviewed?

A: That is the plan and it would be good to interview one or two key legislators involved in state GIS policy. Esri also suggested talking to some of the Maine congressional delegation.

Q: What is Ms Fleming's background?

A: I don't have a technical background in GIS. I'm more of a translator and writer than anything else. There was some discussion on what authorization might be needed for this initiative, especially signing the release forms. The Chair would probably take the lead but would need help from the rest of the Board and others.

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<sup>1</sup> Due to members arriving and departing during the meeting, the numbers may change.

<sup>2</sup> Unless otherwise indicated, the Chair abstains from all votes.

Bill Hanson moved to authorize the Chair's designees to work on this initiative. Ken Murchison seconded. The Board voted 9 in favor, none opposed, no abstentions. The motion carried.

### **3. Annual Report**

For those who came in late, the Board is required to submit a yearly report to its two overseeing legislative Joint Standing Committees: Natural Resources and State and Local Government. The report is theoretically due January 1<sup>st</sup> however it usually is delivered in March or April. The yearly reports are also posted on the GeoLibrary website. The Chair has been doing the final tweaks to the 2010 annual report and had a few questions for the Board.

Regarding the intern that worked with the towns to load data and metadata into the GeoPortal, who was he working for exactly? Vinton Valentine answered that this individual was not an intern but an employee of Tora Johnson and paid for by the US Geological Survey. Dan Walters (USGS Maine Liaison) arranged for that. The section on the GeoParcels Project needs to be reviewed. Nancy Armentrout agreed to review and edit this section. Should the section on shoreland zoning be revised or removed altogether? The consensus was that it should be reworked and it was suggest that someone form State Planning Office review it. The Chair will send the completed draft of the report to the full Board for review and comment.

### **4. Life after Larry**

The current staffer Larry Harwood will be retiring from state service in January 2010. The 50% of a full time equivalent staffing the Board will not be replaced. Mike Smith will report at the next meeting on ways to take up the staff functions. Larry noted that the only legal requirement was that the Board must have a *Clerk of the Board* who must be a state employee. The clerk has legal responsibilities to make certain reports to Boards and Commissions however this does not entail more than a few hours per year. Boards and Commissions is also the authority on membership status. The clerk also needs to keep track of the expiry of terms, make sure Board members are sworn in if required and so forth. The Chair tabled this topic to the next meeting.

### **5. Strategic Plan Implementation Groups**

#### Coordination and Communication

There was no report today. The Chair took the opportunity to note some recent events.

- Regarding the Northeast LiDAR project, Mike Smith had reported that as of November 6, 45% of Maine had been collected<sup>3</sup>. Some data has already been delivered to Photo Science's processing center.
- The Chair will be meeting in the near future with Bridgit Kirouac of MEGIS about a major update and upgrade of the GeoLibrary website.
- At the annual Northeast Arc Info Users Group conference<sup>4</sup> (NEARC) earlier this month, there were innumerable compliments to Maine and Mike Smith in particular for essentially generating the Northeast LiDAR project.

#### GeoParcels

Nancy Armentrout reported that as the project progresses, they are discovering hitherto unknown efforts to collect and develop digital parcel data. At this point the Group is taking note these projects for future

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<sup>3</sup> By November 14<sup>th</sup>, 76% had been collected but this was not known at the time.

<sup>4</sup> November 7 – 10 at Newport, Rhode Island.

reference. They are also trying to encourage everyone, especially municipalities, to upload their data and/or metadata to the GeoPortal. The University of Southern Maine (USM) is continuing to work on developing digital municipal parcels; the data is ‘flowing back and forth’. The Group is hoping to have a seamless layer of parcel data for Hancock county by January 1<sup>st</sup>.

There was a conference call earlier this month involving Nancy, Tora Johnson, Mike Smith and Anji Auger (MEGIS) to discuss creating digital parcel data. In the course of their work, Tora’s people had some concerns with the current standards. She had suggested some additions to the existing standards in the areas of geo-referencing, sources of vector data, shorelines and so forth. Part of the Group is working on a proposed update to the current digital parcel standards.

There was some discussion about how to assist towns with digital parcel development. One proposal was to enlist regional entities, typically the regional councils of government. Another suggestion was to have a list of approved vendors to assist the towns. It was noted that student work, although inexpensive and initially helpful lacks stability over time.

The Chair reported attending a Trust for Public Lands Greenprint Project<sup>5</sup> update meeting in the beginning of November, and shared trail updates with other towns in the Bangor region. At the meeting she met Stephen Engle of the Center for Community GIS, a non-profit GIS outfit based in Farmington, ME. Stephen indicated he is interested in working with the GeoLibrary Board, particularly with regards to the GeoParcels project. The Center for Community GIS has an extensive portfolio ranging from work done in Maine (example at [mainetrailfinder.com](http://mainetrailfinder.com)) to work in other countries.

### Education and Training

Vinton Valentine reported on activities and events to date.

- The Third Annual Conference of GIS Educators in Maine will be held this Friday, November 19th at the Augusta Civic Center. It is still possible to register on line. The conference is aimed at educators interested in geospatial technology in Maine, including K-12 teachers, informal educators, and faculty in both private and public institutions of higher education.
- Tora Johnson has applied for a new National Science Foundation (NSF) grant that relates to the geospatial workforce. It is titled “MaineTech: Building the Future of Maine’s Technical Workforce”, for \$898,157, and was submitted to the Advanced Technological Education Program of the NSF Division of Undergraduate Education.
- A new USM-UMM joint course, titled “GIS for Municipal Applications” will be available for registration to non-matriculated students on November 29<sup>th</sup>.
- A group of Tora’s students are working on a set of exercises for QGIS<sup>6</sup> to be used in the K-12 laptop program. There is also testing being done of data delivery and distribution for the exercises.

Q: Is University of Maine at Orono involved in the last mentioned project?

A: Not officially but certainly informally.

### Geospatial Data

There was no report today. Larry Harwood noted that the Group had completed the geospatial data inventory, the definition of an Enterprise Geospatial Dataset and a study of savings by state agencies from using orthoimagery.

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<sup>5</sup> [http://www.tpl.org/tier3\\_cd.cfm?content\\_item\\_id=22137&folder\\_id=259](http://www.tpl.org/tier3_cd.cfm?content_item_id=22137&folder_id=259)

<sup>6</sup> Quantum GIS, a user friendly Open Source Geographic Information System (GIS) that runs on many different platforms.  
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## Sidebar

Judy Colby-George reminded the Board that economist Dr. Charles Colgan had previously spoken to the GeoParcels Group about sharing parcel data as part of an urban landscape modeling project<sup>7</sup>. This project, among many others, is being undertaken by the Maine Sustainability Solutions Initiative, a consortium of higher education institutions<sup>8</sup>. There were a large number of projects within this initiative and they are for the most part using GIS and they are collecting a great deal of data. It seems the board may want to continue to be aware of them in case there are ways they can work together.

## 6. Subcommittee Reports

### Financial

The Chair reported that Joseph Young, State Planning Office, and herself are working on the application for a CAP grant<sup>9</sup> to determine the return on investment (ROI). This would be to determine the ROI of the orthoimagery program.

Q: Has there been any more work on alternative funding as per the CIO's request.

A: Not recently. We will return to that as soon as possible.

### Policy and Marketing

There was no report today.

### Technical

#### *Status of the GeoPortal*

Christopher Kroot gave a live demonstration of the latest iteration of the GeoPortal running on the test platform. The following is an outline of what was described and demonstrated.

- The major point is that GeoNetwork<sup>10</sup> has been upgrade to version 2.6 which solves a number of previous problems. Perhaps most importantly the out-of-the-box map viewer is markedly superior to the previous version.
- Previous errors in handling metadata have been resolved, particularly editing metadata directly in the portal.
- The portal can now accept Web Mapping Services (WMS). This gives great flexibility to the background of the map viewer. The user can now bring in any of the WMS services provided by from the GeoLibrary website.
- The map viewer has more typical tools for navigation (zoom in, zoom out, pan, return to extents, full extents, etc.), measurements and printing by generating a PDF<sup>11</sup> file of the current view.
- The transparency of data layers can be adjusted.

The metadata updates of previously uploaded data are still a problem which is being worked on. The shape file up-loader also needs work. The pull-down pick lists need to be re-configured as well. Christopher will be going thru the function matrix again. He will send around a link to the test version and any volunteers that would like to help would be very welcome.

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<sup>7</sup> "Developing Urban Landscape Models and Studies of their Use and Effects on Decision Making"

<sup>8</sup> For a detailed description go to [http://www.umaine.edu/sustainabilitysolutions/sustainability\\_science/SSI\\_projects\\_yr1/colgan\\_et\\_al.htm](http://www.umaine.edu/sustainabilitysolutions/sustainability_science/SSI_projects_yr1/colgan_et_al.htm)

<sup>9</sup> Cooperative Agreements Program grants are sponsored by the federal National Spatial Data Infrastructure

<sup>10</sup> GeoNetwork is an open source application to manage spatially referenced resources.

<sup>11</sup> Portable Document Format, an open source, widely used form of graphic image.

Q: Did the upgrade cost us anything?

A: No. USM decided to do the upgrade on their own

Q: Is there a final date for completion?

A: It's difficult to say. The contract calls for completion by the end of calendar 2010. We will have to see how it goes.

Q: Could USM host the portal for us?

A: Not the current group, they deal entirely in research projects. Possibly another section of USM could host it but that is uncertain.

There was some discussion of the problems of hosting and maintaining the GeoPortal. The current agreement for USM to house the hardware part of the portal will expire in the Spring of 2011. Even if the Board had the financial resources ( there is about \$33,000 left from the original bond issue) there is the recurring problem that bond money cannot be used for maintenance, salaries or the like. The questions are where will the portal be housed, who will manage it and who will administer it. This will be an agenda item at the next meeting.

The meeting was adjourned at 11:49

## **Attachment A**

## **The GIS Guide for Elected Officials**

### **Introduction**

Governor O'Malley on the BaltimoreStat & MarylandStat Initiatives

### **The Evolution and Growth of GIS Technology**

IN-DEPTH CASE STUDY – Hennepin County (MN) & interview with Commissioner Randy Johnson

Basic Overview of GIS

Types of GIS (Mobile, Internet, Logistics)

### **Government Policy: A Geographic Approach**

IN-DEPTH CASE STUDY - Update of 2005 Honolulu (HI) story case study

Traditional Uses of GIS

Singapore - master planning and urban forestry management

GIS for Decision Support and Policy Making

State of Maine – strategic planning

Los Angeles Co. (CA) – disease surveillance

Twin Cities Metro Region (MN) – Green infrastructure inventories

Using GIS to Understand and Engage Constituents

Philadelphia (PA) – election day mapping

Johnson County (KS) – affordable housing

Fort Worth (TX) – special needs populations during disasters

Hillsboro (OR) – 4-H volunteers

State of California – public participation & farm worker communities

Matching GIS to Community Trends (going green, customer service, quality of life)

Interview(s) with members of the Community Indicators Consortium

Littleton (CO) - economic gardening

Matching GIS to Policy Interests

Land-based carbon credits

Wisconsin – shoreland resources

Oxnard (CA) – gang violence

### **GIS and the Business of Government**

IN-DEPTH CASE STUDY - Update of 2005 King Co (WA) case study

What are the Benefits of a GIS? Is There a Real Return On Investment?

Dún Laoghaire-Rathdown and Fingal County Councils - Ireland

Orange County (FL) – geo-based audit tool

Moreno Valley (CA) – LUCA (land use addressing effort related to Census)

Getting the Job Done

Oakland (CA) – mobile work crews

Franklin Twنش. – fire fighting

Texas Dept. of Agriculture – expanding broadband access

Applying GIS to Business Problems

Interview with Karen Miller, Boone County, Missouri

Baltimore Co. (MD) – strategic business plan

Newport News (VA) – project management

GIS Tied to Workflow and Business Processes  
Anchorage (AK) – water & waste water  
Baltimore Co. (MD) – project-based GIS  
Chattanooga (TN) – budgeting & finance

Integrated GIS - 311/Workforce Management  
Cobb Co. (GA) – pavement management  
Hartford (CT) - 311

Performance Measurement and Accountability  
Natural Resources Canada – quantifying scenic resources

Does Your Staff Have the Right Tools to Give You Confidence in Decisions?  
Sarbanes-Oxley Act - Interview with Congressman Sarbanes  
GPS is Changing  
3-D GIS

### **Building a Strong GIS Program**

The Needs Assessment  
Boone County (MO) – GIS Visioning Workshop

The Five Parts of A GIS

Building a Solid Foundation: Data

Devising an Implementation Plan  
Boise (ID) – Supporting a GIS Culture Change: Moving From a Service to an Application  
Cape Girardeau (MO) – Assessing and Planning for GIS Infrastructure  
Novi (MI) – Converting to a Cloud GIS

Sustainable Applications