

MINUTES
Maine Library of Geographic Information Board Meeting
 Wednesday, 19 March 2014, 10:07 AM to 12:08 PM
 51 Commerce Drive, Room 414, Augusta

Attending	Present	On the Phone
<i>Mtg. commenced at 10:07 am</i>		
Bill Hanson		X
Vinton Valentine	X	
Dan Walters	X	
Ken Murchison		X
Michael Smith	X	
Christopher Kroot	X	
Brian Norris		X
Jon Giles	X	
Alina Taus	X	
Betsy Fitzgerald	X	
Aaron Weston	X	
Guests:		
Heron Weston	X	
Patrick Cunningham	X	
Joseph Young	X	
Shelly Brann	X	

1. Introductions: Vinton Valentine took roll call and welcomed Patrick Cunningham Blue Marble Geographics and Heron Weston visiting as a guests.
2. Approval of February meeting minutes –
Vinton asked for clarification of the minutes to reflect Nate Kane’s interest and position and to reflect that in item 7, education and training, the class being taught by Bob Bistras is being sponsored by UMM and USM is not involved ‘delete USM collaboration’. In regards to the ITEST grant the intention is to take advantage of a statewide K through 12 ARCGIS license online tools. Under the discussion of funding sources on the last page the spelling of ‘Maclmage’ needed to be corrected and to eliminate the word ‘negative’. Bill Hanson noted that the word ‘on’ should be changed to ‘one’ in the sentence following item 5, iii.

Michael Smith, moved to approve minutes as amended and this was seconded by Aaron Weston.

 **Voted 11-0**

3. Executive Director Report - Joe Young
 - Membership Update -
 - i. Public Seat – Senate President appointed Aaron Weston CAI Technologies
 - ii. Municipal Seat –Woodstock Town Manager, Vern Maxfield, still pending
 - iii. Municipal Seat – Patrick Cunningham of Blue Marble Geographics appointment needs to be moved to the Senate Presidents office. Both municipal applicants are waiting on MMA decision on support of candidates.
 - iv. Environmental Interests Seat - Jake Metzler Forest Society of Maine - We are still waiting for approval.
 - v. State GIS Functions Seat – Nate Kane from MeDOT is interested and will be submitting paper work to apply for this seat.
 - vi. USGS Board Participation – The letter was finalized and approved for sending to Mark DeMulder in support of allowing our states USGS liaison to participate as a member of the Board. It was requested that the words “and other USGS staff” should be removed.

Michael Smith, moved to approve the letter as amended and it was seconded by Chris Kroot

 **Voted 11-0**

- vii. Annual Report to Legislature – It was delivered in both paper copies and electronically to both of the standing committees overseeing the Maine Library of Geographic Information. Joe was directed to make sure the annual report was posted on the web site.
- viii. Board Finance Report – An updated report was submitted. All communities and counties except one have paid their bill for this springs orthoimagery acquisition. Mike noted that we had not previously accounted for the cost of updating the LiDAR data to fill small gaps in data between various acquisitions. This was done through an agreement with the USGS and will cost us \$9,699.81. This will be paid through the Department of Agriculture, Conservation and Forestry Floodplain Mapping fund. Consequently, this will reduce the amount available for future data acquisitions by that amount in the fund.
- ix. NSGIC conference report – This was attended by the ED in Annapolis MD. There was a heavy emphasis on overlapping/redundant data acquisition by state and federal agencies. The census has problems with identifying legal community boundaries in some states and they have established a working group among federal agencies to

try to address overlapping needs for addressing data. There may be an opportunity for states to get grants for acquiring addressing data. In Maine, the most likely agency would be the PUC and its ESCB functions staff. The NextGen911 addressing needs and the Census addressing needs have a very high overlapping need and it is important to resolve how the data is collected to minimize redundant work. Census is prohibited from disclosing address data and so it is important to move this data acquisition outside of the census. Other discussions focused on the needs of the emergency services community and we have followed up with the Maine Emergency Management Agency to let them know we are here to help them in any way. The Office of Management and Budget also were high profile attendees looking for ways to reduce the cost of data collection. Christopher K. offered that we need to do a better job of how we communicate what GIS is. Specifically, most people do not know what GIS is and we may be able to better communicate our message if we discuss the use of maps. People are familiar with the term maps from many of the applications they use on smartphones. Terminology can be important.

4. 2015 Legislative Agenda

- Vinton has not completed a letter yet.
- We need to meet with the senior management to discuss the budget needs of the Board. Agencies need to submit budgets to the Governor's office by the fall and if we expect agencies to pay a fee for geospatial data acquisition then the Board will need to present a budget to OIT right away for inclusion in its submission to the agencies. It was suggested that we should identify how locational based analysis relates to the legislative committees and primary programs they relate to. It was agreed that as part of the retreat we should discuss which legislative committees benefit from GIS data.

ACTION ITEM - The budget issues immediate need is to have the ED reach out to state agencies for supporting more funding for data acquisition in the next budget cycle.

- Patrick Cunningham offered to do some research on return on investment of LiDAR data. Several studies were noted by members of the Board including the states of Iowa, Indiana and Ohio as possible sources as well as the recent USGS National Enhanced Elevation Assessment ROI study. We need local examples for use of this data. Jon G. has a meeting setup with MeDOT staff to discuss the use of LiDAR in MeDOT projects and how it can save them money even using the older data that is 2' contour equivalent.

ACTION ITEM - The ED needs to address agency issues now and the retreat will address longer-term issues. The Board asked for web links to various studies to be posted on the GeoLibrary web site.

5. Board Retreat Discussion

- i. The board agreed:
 1. to hold retreat on Friday May 2, 2014
 2. Room G38 of Masterton Hall located on the USM Campus in Portland.
 3. Parking is available in the parking garage across the street.
- ii. MeGIS has received permission to spend up to \$500 for food and snacks for the meeting.
- iii. A discussion of draft agenda
 1. A review of the 2009 Strategic plan needs to be reviewed prior to the retreat to evaluate how we continue those efforts.

ACTION ITEM - The ED is to get a summary of the plans recommended activities, along with links to where Resolve 23 and the 2009 Strategic plan. The Board is encouraged to make recommendations for web site revisions.

- iv. The Agenda will be finalized at next meeting
- v. A review of legislation regarding paying for Board Expenses didn't reveal any specific authorizations or restrictions. It appears the legislation is silent on this topic for Boards like ours.

6. Strategic Plan Implementation Groups

- Coordination & Communication – Mike Smith and Joe Young
 - The ED met with the Washington County Development Authority. Betsy reported on the meeting favorably and thought that it got some members thinking positively on the counties participating in the imagery program.
 - The ED has reached to Franklin County to finalize MOA
 - We have reached out through emails to MEMA regarding the use of EMPG funds for geospatial data
- GeoParcels – Michael Smith
 - Nothing new to report still waiting for Charlie Colgan
 - LUPC parcels are now identified with ID numbers and in green
- Education & Training – Vinton Valentine
 - Cathleen McAnneny has agreed to be chair.
 - Tech Conference on May 1st
 - NEURISA and Megug lightening talks are scheduled for March 27th
 - How will the statewide ArcGIS enterprise agreement be coordinated relative to the ITEST grant? They will be using only the online tools. There are no plans to install software on local machines. Focus is on supporting organizations and schools, teacher professional development; helping them to know the tools use the tools and build into their curriculum. Most schools are using the I-Pad platform or online tools but the license will allow School districts to set up a server environment if they want to. However, the ITEST project if awarded is not planning for this type of support. The License is free but the grantee must submit a written plan for how the license will be used. The Administration would be the University system but the agreement would be with the State Department of Education.
 - How would other companies offer their software for use in schools if they desired to? They should contact Maine Learning Technology Initiative (Department of education) Jeff Mao is the Director. The Administration would be the University system but the agreement would be with the State Department of Education.
- GeoSpatial Data – Summary of Ortho and LiDAR – Joe Young
 - The ED distributed a spreadsheet showing projected 2015 -2016 participation and known financing. It appears that we have a very close match of funding to request. We have a deficit in funds if other Counties decide to participate. We need to make plans now for years subsequent to 2016 and to make decisions on where we acquire data if we have more counties wanting to participate than we have money. We need to reach out to federal agencies in addition to the USGS such as the Border Patrol US Fish and Wildlife.

ACTION ITEM- The consensus of the board was to reactivate the GeoSpatial Data Work Group and task it with finding additional funds and make decisions on where to acquire data if we have more counties wanting to participate.

- The ED has had several email exchanges with 2012 communities and about a half dozen towns indicating interest in flying their towns again. A meeting will be set up in either late March or early April to discuss the potential for a reflight.
- Bucksport did not participate in this year's acquisition.

8 Committee Reports

- Policy & Marketing Committee – Vinton Valentine
 - No report
- Technical Committee – Christopher Kroot
 - Christopher did research on the use of tablets and presented a general representation of the research. It is important to note that there are many different views and types of research on this topic and that the results may vary. The majority of users in business are senior and mid-level managers and their primary use is for email and consuming external content such as news, trade journals, and blogs. When using tablets approximately 8 % of their time is spent using applications to conduct business intelligence review and analysis of business data and objectives. MeGIS will wait another year before considering the need for developing applications to run specifically on tablets. Alina T. noted that they are eliminating some laptops and replacing with tablets that have aps that work through web browsers. It can be used to access GIS, fill out spreadsheets, and do notes. So far they are very happy with the use of tablets in the District.
 - MEGIS has not received any requests to develop applications to run on tablets. If MeGIS receives requests by State agencies to provide GIS products and services on tablets then the will follow with development. The lead time for delivering on a new technology such as tablets can be six to nine months depending on projects currently under development.
 - The open source development environment that MeGIS uses provides the tools for application development on tablets.
 - Google and ArcGIS web tools make the conversion to tablet format easier, however design changes are required to take into consideration small screen size and the use of touch screens.
 - A question was raised regarding whether the portal has been missed. The answer was no. Christopher said he has received no questions or comments regarding the portal and is not aware of other MeGIS staff receiving requests. The existing MeGIS data catalog is meeting the metadata requirements.

9. Guest Comments –

- Heron asked how to sell the need for geospatial data at the county level and communities in an area where there is very little GIS use. Washington County RPC and UMM do most of the GIS services so how do you convince the Commissioners to buy something that a third party organization will use? Jon G. pointed out that some of the things that Tora has done was made possible through initiatives of the Board such as funding for the parcel mapping and LiDAR data supporting the new slosh mapping. The data acquisition the Board does supports the local efforts. The county commissioners need to hear from local champions like town managers, Selectmen or business leaders. Emergency preparedness needs more current data than the old 2005 imagery for response and for maintaining addressing. Frequently data that is collected by private companies but it is not shared with the public and they are at a disadvantage because their data is not as current. Smaller woodlot owners cannot afford to fly their own data and must rely on whatever data is available to the public. Should the county pursue this now or wait until the funding is surer? It is better to plan for participation now and work out a plan B if it takes longer to execute.

10. Recommendations for next meeting agenda

- none

Adjourned at 12:08

 **Voted 11-0**

Next Scheduled Meeting: April 16, 2014