


MINUTES
Maine Library of Geographic Information Board Meeting
 Wednesday, 21 May 2014, 10:06 AM to 11:40 PM
 51 Commerce Drive, Room 414, Augusta

Attending	Present	On the Phone
<i>Mtg. commenced at 10:06 am</i>		
Bill Hanson		X
Vinton Valentine	X	
Dan Walters	X	
Ken Murchison		X
Michael Smith	X	
Christopher Kroot		X
Brian Norris		
Jon Giles	X	
Alina Taus		
Betsy Fitzgerald	X	
Aaron Weston	X	
Patrick Cunningham		
Vern Maxfield		
Jake Metzler		
Staff:		
Joseph Young	X	
Guests:		
Mal Carey	X	
Nate Kane (part of meeting)	X	

1. Introductions:
 2. Approval of April meeting minutes – Comments or changes – No comments just a few typos please clean up before posting
-  A move to except the minutes as amended was made by Betsy Fitzgerald and seconded by Mike Smith.
 - **Voted unanimous**

3. Executive Director Report - Joe Young-

- Membership Update –
 - i. State GIS Functions Seat – Nate Kane will be submitting his paper work for the State GIS functions seat. Nate thought that he would have his application for membership filed by mid-June. He has checked with Department management and did not receive any opposition to him being appointed.
 - ii. Board Finance Report – No change in finances since the previous month. Final bill on LiDAR Slivers was about \$300 less than planned.

4. Board Retreat

- Vinton Valentine and Joe Young:
 - i. Review Minutes – Consensus is that it is complete and acceptable. There was a discussion of committee and workgroup Chairs. The consensus is that Board members should be chair or very actively involved with committee and workgroups and that they would be expected to maintain a liaison with the Board keeping it informed of the committee's activities.
 - ii. Mike will be Chair of GeoParcels
 - iii. Dan will be GeoSpatial Chair and Bob White volunteered to participate on the workgroup.
 - iv. Vinton to be active Education and Training
 - v. Patrick Cunningham volunteered to be chair of Coordination and Communication
 - vi. Vinton will be Chair of the Finance Committee
 - vii. Bill Hanson has volunteered to be Chair of the Policy Committee
 - viii. Christopher Kroot will be chair of the Technical Committee - There was a lot of discussion regarding how to approach the legislative requirement for hosting an electronic gateway for geospatial data. The Chair expressed the idea that the GeoLibrary still has a role to play. It may take the form of providing information to communities and other data custodians on how to submit their data to various hosts. For instance, Maine.gov has data share can towns register on that web site? The Board could provide an explanation on how to set up accessible folders. Christopher K. argued the Board should not provide guidance documents for towns to use other websites because data.gov and numerous others have technical documents of their own and they do change which would burden the Board with trying to keep up with changes and fixing broken links. Vinton's intent was not to provide training but to provide information to data custodians that the sites exist and what they need to do to ensure their data can be found. For instance how to set up a web accessible folder (WAF) or register on other sites such as data.gov. Christopher K. believes this is not a technical issue but rather part of GeoSpatial Data or the Coordination and Communications workgroups. We may want to consider putting up a web page that explains how to find sites like DATA.GOV but nothing further. Maintenance of the links and keeping the information up to date would be difficult. Mike Smith feels the Board needs to discuss what they want to do this and that it would be appropriate to put up a web page with general guidance but not get too deep into it.
 - ix. Board members should be more active reaching out to their constituency. Members should be identifying opportunities to reach out to the various groups. Joe is to develop materials for each group identified by the Board Members.

5. Strategic Plan Implementation Groups

- Coordination & Communication – Dan Walters says there hasn't been much coordination & communication at the committee level but Joe has been active. Patrick to be Board contact and Chair
 - i. Report on Executive Director Activities
 - ii. Press Release – 5.6.2014
 - iii. BDN, WNSX Radio Ellsworth

- iv. Participated ACE/DEP Engineering Technical Seminar
- v. Joe is working with DEP and MeDOT to develop an interagency task force to develop a plan for data acquisition.
- vi. Maine Prepares Conference
- vii. Maine Surveyors Spring Meeting
- viii. MMA Tech Conference
- ix. Bill Hanson- Real Estate Law School in September
- x. Ken Murchison-Aroostook County code enforcement officers
 - Will be a three part presentation Floodplain Mapping, NG911 Change Tool and the GeoLibrary Web Mapping Services
- xi. We are on the agenda for MRS tax school in August
- xii. Jon Giles did a presentation to Androscoggin chapter of MSLS.
- xiii. Board members expressed a need to develop some slide templates (for standard theme, font colors logo etc. They also desire access to presentations done for the Board by the Joe or other Board Members. Some topics mentioned were LiDAR, Imagery, parcel data, how to use web mapping services etc.

Action Item Board members are asked to provide requests to Joe and clarify what they would like for information, power points, brochures or templates.

Action Item Joe to get info on DEP bond for committee

Action Item Patrick would like more information on the return on investment for LiDAR data. Joe is to develop materials to assist with that.

- xiv. PC- still active on LiDAR ROI Joe to follow up
 - o GeoParcels – Michael Smith – Nothing new
 - i. Jon has talked with some communities encouraging them to provide parcel data updates to the Board when they have completed updates.

Action Item Jon noted that there are some small issues with the GeoParcel WMS needing correction and that he would get them to Christopher K for correction.

Action Item Michael Smith is going to contact Judy Colby George to get an update on when the parcel data from Charlie Colgan's USM project.

- o Education & Training – Vinton Cathleen is finishing her sabbatical and believes she will have more time to spend on the Board activities. They have not heard an answer on ITEST application, __?__?__ has a NASA Space Grant Consortium to put on a workshop with teachers in southern Maine on using remote sensing data. From that, they will develop curriculum materials for bringing NASA data to classroom. MeGUG talking about moving its summer session to late summer or early fall.
- o GeoSpatial Data – Michael Smith and Joe Young –
 - i. Special Committee to work on emergency management response and public Safety data needs. Put agenda for the GeoSpatial work Group JG need to identify what overlaps there are and ensure that we minimize an encourage more coordination with other agencies. Mike wants Christopher K. on the sub-committee. Christopher will work on this with others and then bring it to the coordination and communication for follow up.
 - ii. Land Use Data Standards April 2011 is last report completed. The committee did develop a crosswalk to the MRS codes.

Action Item Work still needs to be done to clarify definitions/descriptions for each code and then get adopted. This will be put on the agenda for the June 4th meeting of the work group. The document is to be put up on the web site.

- iii. Christopher K suggested that either he or Nate as state GIS functions representatives should be on the GeoSpatial Data Workgroup and Nate volunteered to be that representative.

- iv. Discussion of emergency management data needs discussion. Should there be a special sub-committee on this topic? Jon G offered that if a special committee is formed they should look at overlapping data acquisition such as imagery. Nate State agencies need more coordination of data acquisition. Christopher K. offered there are two communities with different needs. State and Regional group entities are one and he and Mike know what they need. Municipalities are the other and their needs are satisfied by work we do for municipalities in general. Mike S. suggested that it would be important for Christopher K to be involved in any sub-group formed for exploring emergency service's needs. Christopher K thought the Board could be more effective if the Technical Workgroup and the Communication and Co-ordination Workgroup to work on other statewide base data layers that need to be updated/created and should be a high level activity. Jon Giles expressed an interest in what those data layers are. It was agreed that there would be a Task assigned to the Technical committee

Action Item After considerable discussion it was agreed that:

- Christopher will continue to coordinate the six primary regional layers that have been worked on over several years by a number of groups. These are basically base map data such as roads, hydrography, etc.
 - This really only involves introducing people once the emergency management regional work group begins meeting to work on the project again.
 - The emergency management community knows their data needs.
 - The existing vector data for emergency management that the State manages already finds its way into the State GIS database unless MEMA specifically does not want it in there.
 - Christopher's role is to initially coordinate between the Board and the Regional workgroup working on the regional layers and that then it would be best for the Chair of the Coordination and Communication committee to lead the effort.
- v. Somerset County has committed to signing the MOA and we will receive soon. With that commitment, we have a deficit in funds available to ensure complete collection of imagery through the end of the program in 2016. Jon G. inquired about matching funds needed for communities who might want to buy up in areas that had already been flown. Matching funds are not an issue for these towns because they will be paying the full extra cost for flying their communities. This price is still far less than commissioning a special flight just for their community. Michael offered that the total deficit is not as bad as it looks because we do have some margin between cost and published prices. Also, we have some surplus we are bringing forward to help pay for the next two years of acquisition.


8 Committee Reports

- Finance Committee - Vinton
 - i. We will do something soon.
- Policy & Standard Committee – Vinton Valentine
 - i. Bill to lead redraft of legislation and look for members

Action Item Board members are to review the legislation and convey any changes they believe need to be done to Bill Hanson for the committee's consideration. Bill will red line the current statute and circulate to the Board for comments.

- Technical Committee – Christopher Kroot
 - i. Christopher attended a regional meeting for emergency response that included DHS and FEMA in Rhode Island GIS and DHS He will be working with Shane White the Rhode Island state GIS Coordinator to work on regional data needs

9. Guest Comments –none

- i. Mal volunteered to be on the GeoSpatial committee. and Nate
10. Recommendations for next meeting agenda
- Regional data needs
- Motion by Mike Smith to adjourn at 11:40 seconded by Betsy Fitzgerald
-  **Voted 13-0**

Next Scheduled Meeting: June 18, 2014