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| **Seat #** | **Attending** | **Present/Online** | **Notes** |
| 1 | Nicholas Marquis |  | *Sharon Horne sat in non-voting for Nick* |
| 2 | Brian Guerrette | **X**  |  |
| 4 | Nate Kane | **X** | *Awaiting re-appointment* |
| 5 | Vinton Valentine | **X**  |  |
| 6 | Gregory Copeland | **X**  |  |
| 7 | *Vacant, Municipal Government* | **-** | *Awaiting nomination from MMA* |
| 8 | Leticia vanVuuren | **X**  |  |
| 9 | *Vacant, Statewide Ass’n of Counties* | **-** |  |
| 10 | Katie Bernhardt | **X**  |  |
| 11 | Sarah Haggerty | **X**  |  |
| 12 | *Vacant, Public Utilities* | **-** |  |
| 13 | Aaron Weston | **X**  |  |
| 14 | Patrick Cunningham | **X**  |  |
| 15 | Mal Carey, Public | **X**  |  |
| 16 | Maria Jacques | **X**  | *Awaiting re-appointment* |
| **Staff:** |  |  |
| Jay Clark, Executive Director |  |  |
| **Claire Kiedrowski, Mangment Consultant**  |  |  |
|  |  |  |
| Guests |  |  |
| Tracey Scopel |  |  |
| Jon Giles |  |  |
| Clarence Young |  |  |

Leticia called the meeting to order at 9:45 AM 07/19/23

1. Brian explained the intention of the staff to prepare a request for proposals from multiple vendors to build a Preferred Vendor List. The idea behind this is to have a list of pre-qualified vendors and base pricing so we can be nimbler on future data acquisition projects.
2. Vinton asked if we were going to include the possibility of using satellite imagery.
3. Brian replied that would be our intent.
4. A general discussion of the imagery specifications took place.

The highlights of the discussion were:

 That satellite imagery may be restricted to non-public use, and as such may not be feasible.

 That the near-infrared band numbers were too restrictive.

 That a 10-year program might be too long considering the rate of change.

 That we would be using a 5-year bid horizon at the longest.

 That the cost of the refresh for the whole state was the reason for the 10-year time frame.

 That a 30CM maximum pixel resolution was desirable over a 45 CM maximum.

 That 100% coverage of the state is not feasible, so the NAIP imagery is used to fill in.

 That the tidal coordination should be +/- 120 at 2 hours.

 That for the “buy-up” areas, any published NGS coordinate system should be allowed.

 That consideration should be given to the forthcoming NGS update to 2022 NSRS.

 That the current plan is to send out a general RFP to compile a preferred vendor list.

 That we will have to get that document out by the late summer or early fall.

 That the timeframe is tight to get any imagery capture completed by Spring 2023.

 That the effective period for the preferred vendor pricing would be 5 years.

 That it is important to allow the buy up partners to utilize what they already have for software, such that any standard format, compression, or datum can be accommodated.

 That we will get the program in place, then specific areas and acquisition projects would be identified to get more specific data and specifications for each project.

1. That what we could do is to give the Board’s consensus now that the program concept is laid out, we agree details to be worked out by the working group for inclusion in the RFP.
2. That if it's not before our September meeting, it allows MEGIS and the state to move forward with getting the RFP written.
3. That a working group of people that includes board members deal with these technical aspects.

The Board was polled on the question as to proceeding with the development of the RFP for a preferred vendor list with the technical details of the imagery specification to be shared with the Board when it is ready.

The vote was unanimous in favor of moving ahead.

2. Brian gave an update on the Budget.

A. There is now funding for 2 new staff positions to support the Board’s activities. These positions will not be specified and ready for hiring until October, since the budget did not pass with a 2/3 majority.

B. There is also funding for data acquisition of approximately $ 1,000,000. These funds are split between Board and Agency use.

 C. It was agreed that Leticia will be the point of contact for updates on the development of the new staff positions.

D. It was stated that State agencies should be considered viable funding partners for data acquisitions and that it was highly desirable for the Library and the Agencies to work closely together on these actions.

The meeting adjourned at 10:31 AM.