

**MINUTES OF PUBLIC MEETING OF THE
ARIZONA GEOGRAPHIC INFORMATION COUNCIL
MEETING HELD NOVEMBER 1, 2018**

A public meeting of the Arizona Geographic Information Council was convened at 10:01 AM at Maricopa Association of Governments, 302 North 1st Ave, Phoenix, AZ 85007 in the Chaparral room. Present at the meeting were the following members or designees of the Arizona Geographic Information Council:

Table 1: Officers

Council Member	Agency/Company	In Attendance
James Meyer, Chairperson	AZ Department of Transportation	Yes, In-Person
Gene Trobia, Vice-Chairperson	AZ State University	No, with notice
Kevin Blake, Past Chairperson	Yavapai County	Yes, In-Person
Lucas Murray, Treasurer	AZ Dept of Economic Security	Yes, In-Person
Shea Lemar, Secretary	AZ State University	Yes, In-Person

Table 2: AGIC Council Members

Council Member	Agency/Company	In Attendance
Brian Brady	Yuma County	Yes, Phone
Bridget Johanning	US Bureau of Reclamation	No, resigned
Christian Black	US Air Force	Yes, Phone
Christopher Lukinbeal	University of Arizona	Yes, Phone
David Bailey	US Forest Service	No, resigned
Debra Crouse	AZ Dept of Environmental Quality	No, without notice
Eric Feldman	Maricopa County	Yes, Phone
Glen Buettner	AZ Forestry	Yes, In-Person
Jack Avis	Pima County	Yes, Phone
Jason Howard	Maricopa Assoc. of Governments	Yes, In-Person
Jeffery Wilkerson	AZ Department of Transportation	Yes, Phone
Jim Jarvis	City of Phoenix	Yes, Phone
Keith Larson	US Dept of Agriculture	Yes, Phone
Leslie Stovall	Gila River Indian Community	Yes, Phone
Manuel Rosas	Pima Association of Governments	No, without notice
Michael Hilstrom	AZ Dept of Administration	No, without notice
Nicole Eiden	AZ Game and Fish	Yes, In-Person
Phil Ponce	Engineering Mapping Solutions	Yes, Phone
Ryan McClain	AZ Dept of Public Safety	Yes, In-Person
Sandra Dyre	AZ Dept of Administration	Yes, In-Person

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Council Member	Agency/Company	In Attendance
Stephanie Washington	AZ Dept of Education	No, without notice
Steven Whitney	Pima County	Yes, Phone
Wesley Kortuem	AZ Dept of Health	Yes, In-Person

Table 3: Public Members At-Large

Council Member	Agency/Company
Cheryl Begay	Easi
Brian Bond	Yavapai County
Mark Christiano	US Forest Service – Kaibab NF
Drew Decker	US Geological Survey
Brian Fisher	Central Arizona Project – National Geodetic Survey AZ Rep.
Karl Gehrke	AZ Department of Fire and Forest Management
Ryan Johnson	AZ State Land Department
Jenna Leveille	AZ State Land Department
Cheryl Thurman	TerraSystems Southwest, Inc.

- I. **Call to order:**
Meeting was called to order at 10:01 am; the list of attending members was reviewed to ensure a quorum was established.

- II. **Approval of Minutes:**
A motion to approve the August 2018 meeting minutes was made by Kevin Blake and seconded by Jason Howard. The motion was approved unanimously.

- III. **AGIC/ASLD Organizational Transition Review:**
James Meyer opened the floor for a one year review of the AGIC/ASLD organizational transition to give Board members an opportunity to offer feedback on the past year's administration of AGIC and voice any current concerns. James stated that he has seen a lot of good work coming out of the committees that were created to address the transition. Shea Lemar stated that the transition was unexpected to members of AGIC and caused some concern when it occurred, but the work of the transition groups, under the leadership of Ryan Johnson and Jenna Leveille, has been superb. Kevin Blake concurred. There was no other discussion.

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IV. Officer Nominations and Voting

There are 2 nominations for Vice-Chair: Steve Whitney and Nicole Eden. James asked Steve and Nicole to each speak about their candidacy and they did.

James called for a vote which went as follows:

Jack Avis	Steve
Christian Black	Steve
Kevin Blake	Steve
Brian Brady	Nicole
Glen Buettner	Steve
Sandy Dyre	Steve
Nicole Eiden	Nicole
Eric Feldman	Steve
Jason Howard	Steve
Jim Jarvis	Steve
Wes Kortuem	Steve
Keith Larson	Nicole
Shea Lemar	Steve
Chris Lukinbeal	Steve
Ryan McClain	Steve
Jim Meyer	Nicole
Lucas Murray	Nicole
Phil Ponce	Steve
Steve Whitney	Abstain
Jeff Wilkerson	Nicole

Steve Whitney was elected as the Vice-Chair

Treasurer and Secretary: both Lucas Murray and Shea Lemar have volunteered to continue their roles unless there are other nominees. Hearing none, James thanked Shea and Lucas for continuing in these roles.

V. Budget Update:

Lucas Murray reviewed the conference budget, noting that the conference budget was being tracked on the calendar year. The AGIC budget was presented in two parts - by different fiscal years. See the addendum for budget specifics.

The floor was opened for questions. Glen Buettner asked if there is plan to encumber \$5,000 from this year's budget for AZGEO. Lucas said there is no plan to do that at this time. Any such action would require a council vote. Glen asked if there are any expenses that still need to be encumbered and Lucas replied that there are not.

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Lucas suggested that it might made more sense to track the conference and the general budget by the same time frame and recommended using calendar year. James Meyer said he sees no problem with it and it would be a good idea for consistency. Jenna Leveille confirmed that there are no funds tied directly to the fiscal year. Lucas motioned that we start tracking the AGIC budget by calendar year and Nicole Eiden seconded. The vote passed.

VI. **NSGIC Annual Conference Highlights:**
Conference Highlights

James Meyer reported that Gene Trobia, Jenna Leveille, Bo Guo and he attended the NSGIC Annual Conference and it was a valuable experience. While they were there the Geospatial Data Act passed. Jenna said that the conference went very well and was full of a lot of information. She felt the state caucus was valuable and many of the states are dealing with the same issues as Arizona. She stated that the NSGIC conference ran alongside the Minnesota state GIS conference and the state presentations were interesting as well.

Mid-year meeting attendees (March 4 – 7, 2019)

Since the next mid-year meeting is so close to our next meeting we need to address attendance now. James and Jenna stated that since there is so much discussion about Addresses & Transportation, and because Jim is a co-chair of that committee, it would be valuable to send him to the mid-year conference. In the past the Admin & Legal committee recommended sending one person to the mid-year conference due to costs, with the council allowed to send more if they so choose. Jenna stated that due to the importance of James being there she recommends we send him. Lucas motioned for AGIC to send both Gene (who will be current chairperson) and Jim (who will be past chairperson) to the mid-year meeting and pay for 50% of Jim's travel. Kevin Blake seconded the motion. Shea said based on the revenue from our conference and our existing budget she supports sending Jim as well as Gene. Glen supported the idea but would be more comfortable if we put in a not to exceed amount. Jim stated that ADOT would be able to supply 50% travel support. Shea amended the motion not to exceed \$1,500. The motion passed.

VII. **AGIC Committee Reports:**
a. **AZGEO WG Report:**

Ryan Johnson reported that there was a facilitated discussion about AZGEO at the AGIC conference. About 20 people attended and

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discussed nine different questions and the workgroup felt this was a successful event. With the results of that discussion and with the results of a survey the group had sent out, they feel they have enough to put forward hardware and other requirements for AZGEO and pass those ideas to the council. Jenna asked Ryan to speak to the AZGEO encumbrances in the AGIC budget. Ryan said that State Land is drafting ISAs and MOUs to cover the AZGEO platform in the future. James Meyer said that the group is also addressing the data management portion of AZGEO.

b. Admin and Legal Committee

i. 2018/19 Board Appointment Review/Updates:

Jenna Leveille has communicated with Boards and Commissions about the board seat assignments. She reminded us that even if our term has expired we are still considered active members until we are told differently. Boards and Commissions is moving forward with reviewing the current recommendations. The State Land Commissioner would like to fill the vacancies and will work with Boards and Commissions on getting an interim review of any additional applicants. She would also like have broader representation on the board. Any input from council members as to other possible members should be emailed to Jenna so she can be sure that all options are discussed. James would like to be sure that anyone appointed to the board is ready to attend all meetings so that we can obtain quorum for all meetings. Jenna reminded us that the vacancies count against us when achieving quorum so filling those could help with quorums.

ii. AGIC Sunset Update:

Lucas Murray reported that Ryan Johnson researched it and was told that AGIC, as a governor's board, does not have to deal with a sunset. AGIC is under State Land, which just went through their sunset and are good for the next 8 years.

iii. Virtual Meeting Platform Change for 2019:

Jenna reported that State Land uses WebEx and AGIC can use that at no cost. Therefore, after the start of the year we will be transitioning from GoToMeeting to WebEx.

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iv. **Budget Workgroup Report:**

Steve Whitney reviewed the goals and accomplishments of the budget work group:

Create a readable, open, and transparent budget report -

This has been accomplished through the implementation of a new format for AGIC budget reporting.

Explore AGIC resource options, and propose budget recommendations -

Reviewed recent budget expenditures to determine on-going expenses that need to be encumbered each year into the future. With the implementation of the new budget format, the framework for tracking expenses and revenue has been established.

Identified funding sources for AZGeo

ASLD, ADOT, Secretary of State, and potentially others in the future.

AZGeo will be sufficiently funded from these non-AGIC resources, so these fund will be unencumbered in the AGIC budget.

Implemented cost-sharing for NSGIC conference attendance

This is what we will strive for going forward, with departments/organizations funding as much as they can, and they can ask AGIC to assist if needed.

A UAS workshop was conducted to raise funds.

The AGIC P.O. box was cancelled.

AGIC's use of GoToMeeting will be cancelled.

Reduced the cost of the mobile app used at the conference.

Pending budget expenses – NSGIC membership. (Jenna said that Land agreed to pay for half of the cost of NSGIC membership from now on out.)

Based on the above accomplishments, this workgroup believes that it has addressed the concerns of the Council regarding management of the AGIC budget, and at the next Admin & Legal Committee meeting, we will recommend to sunset this workgroup.

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c. Data Committee:

Jenna informed us that Gene Trobia has resigned as co-chair of the data committee and UAS workgroup. There will be a vote at the next data committee for the co-chair position.

i. **NAIP:** Keith Larson said that the budget for NAIP is shrinking.

There will be a 60 centimeter NAIP flown for 2019 for Arizona.

After 2019 they will move to a 3 or 4 year cycle and might focus on particular areas instead of covering the entire state. Jenna told us that Keith has delivered the 2017 point cloud to State Land and reach out to her if you are interested in a copy of that; all state data total about 7 TB. Forest Service did a pilot area to see how the point cloud would work as an elevation dataset and they put out a report concerning the success of that. They found that in some places there are gaps due to steep slopes and vegetation but it is a good resource.

ii. **3D Nation Survey/3DEP:**

1. **3DEP:** Drew Decker shared a map of the status of LiDAR in Arizona as of this time. He also spoke about the Broad Agency Announcement which is used to aid other agencies to acquire more LiDAR. This is open year round and proposals can be submitted any time. The 1st round of proposals will be reviewed after 11/9/18.

2. **3D Nation:** Drew reported that USGS and NOAA have been reaching out to people across the country about the status of their elevation data. They have gotten information via a questionnaire and now they will review them and work with those who filled them out. Drew might be here in December or January to meet with people about this.

iii. **UAS Workgroup Update:** Brian Brady said that the workshop had 40-50 attendees. The survey after the event said that people would like to see another event like this one. After discussion it is likely that another event like this would be tacked onto the conference next September. AZ Aerospace and ASURE are having a summit in Mesa on November 7th and any participant of AGIC is offered a reduced attendance rate. Jenna will send out information for this event to the council.

iv. **Data Sharing Workgroup Update:** Steve Whitney reported that additional work is pending the compilation of all submitted edits to

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the Data Sharing Guidelines. After that, the guidelines will be submitted to the full Data Committee for review.

- v. **LiDAR Workgroup Update:** Mark Christiano stated that they hosted LiDAR Symposium on Aug 15th with and 60 people attended. They hosted a successful LiDAR track at AGIC conference. They had a planning meeting a few weeks ago to layout a multiyear LiDAR acquisition plan in Arizona. The 3DEP program is set to end in 2023 so they are trying to organize Arizona now so that there is a good platform to apply. The group is also looking at a good communication platform for understanding where LiDAR is in the state and how to get that data (many different groups have data that they are willing to share). Finally, they are researching the possibility and requirements of hosting another LiDAR symposium in the next year.
 - vi. **SPCS 2022 Workgroup Update:** Brian Fischer reviewed the process of the new State Plane Coordinate system that is being developed. He is in conversations with other states about what they are doing and gave a high level overview. Jenna added that this topic was discussed a lot at the NSGIC conference.
- d. **911 Committee:**
- i. **EMAP:** Brian Bond reported that the address data has been updated from State wide-append for DPS. New EMAP interface is ready but unable to deploy on AZGEO server, but when deployed some user interface upgrades will make EMAP easier to work with. Discussions have begun to provide user feedback between a user and the data maintainer using the Supply Chain ticketing integration. Beta testing continues from the Navajo/Apache dispatchers – a new interface is ready, but not currently deployed on AZGEO. EMAP Help: <https://www.youtube.com/watch?v=CkleFEq7MyQ&t=59s>
 - i. **AZGIV:** Brian Bond reported that the user documentation and a video has been released. A user interface is available for those interested in testing. Validation tools are completed for address points and other validation tools are coming. AZGIV Help: <https://www.youtube.com/watch?v=Jk3ajAF603Y>

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e. Conference Committee:

i. Recap of 2018 Conference

Steve Whitney reported the following:

Attendance -

279 attendees "checked-in", which includes exhibitors.
23 exhibitors, and multiple non-exhibitor sponsors.

Content -

45 presentations.
11 hands-on workshops.
27 lightning talks.

In all of the areas above, this is an increase over last year, and is a trend that we are seeing each year.

We are tracking which presentations are being downloaded the most, as an indication of popular subject matter.

AGIC Chairperson's Volunteer of the Year Award Winner: Jenna Leveille (Straface)

Budget -

Conference revenue at this point = \$19,828.22

This will continue to be adjusted as the revenues are reconciled.

UAS workshop revenue at this point = \$3,571.11

Post-conference survey -

The post-conference survey has provided the usual positive feedback, along with some areas for improvement, and ideas to make the conference even better.

Keith Larson stated that Federal agencies will have tough time hitting those October dates due to start of Fiscal Year. Steve said we can't avoid it for next year and will work to avoid it for all other years.

ii. Preliminary Plans for the 2019 Conference

Steve Whitney reported the following:

Leadership transition for future conference planning and operation -

Opportunities for folks to move into leadership roles are available, and specific roles/tasks will be identified for review and recruitment.

Conference dates are currently October 2-4.

Potential need to find a bigger venue -

The 2018 conference was a relative tight fit for the number of attendees/exhibitors, so we discussed the need to find a

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bigger venue, and the consensus was to continue with the Prescott Resort for 2019, and have the meeting planners scope out potential new venues for 2020.

We did discuss options that we have at the Prescott Resort for adapting to the increased attendance, and we will implement what we know we can, and further explore other options.

Expand the length of the 2019 conference -

We will be looking to add Tuesday to the conference schedule, and possibly Friday afternoon.

It has been proposed that Tuesday be dedicated to Technical Workshops and Hands-on Workshops. The same as been proposed for Friday afternoon.

Keynote -

Potential keynote speakers for 2019 were discussed, and please send us any ideas that you may have as well.

f. Outreach Committee:

Cheryl Thurman reported that the committee is currently focusing on GIS Day activities (Wednesday, November 14). Jenna has requested a proclamation from the Governor to officially identify November 14th as GIS Day. The committee members have been distributing fliers about the event and they have gotten positive responses back. They will be contacting county GIS officials to ask them to be sure to register any events with our website.

They are also promoting use of the AGIC Facebook page (for awareness before the event and images from after the event). For GIS Day 2019, they want to bring in the general public as well as GIS professionals.

VIII. Comments and requests for discussion items or topics for future meetings:

None

IX. Call to the public:

None

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X. **Adjourn:**

Ryan McClain motioned for adjournment of the meeting and Glen Buettner seconded. James Meyer adjourned the meeting at 11:45 AM

DRAFT