

**MINUTES OF PUBLIC MEETING OF THE  
ARIZONA GEOGRAPHIC INFORMATION COUNCIL  
AZGEO WORKING GROUP**

**DRAFT**

A public meeting of the Arizona Geographic Information Council AZGeo Working Group was convened Oct 22, 2018 at 10:30 am at the Arizona State Land Department, 1616 West Adams Street, Phoenix, AZ 85007 in room 215. Present at the meeting were the following members or designees of the AGIC AZGeo Working Group:

**Table 1: Committee Voting Members**

<b>Member</b>	<b>Agency/Company</b>	<b>In Attendance</b>
Ryan Johnson, Chair	AZ State Land Department	Yes, in person
Jim Meyer, Vice-Chair	AZ Dept of Transportation	Yes, in person
Patrick Whiteford, Secretary	AZ Dept of Transportation	Yes, phone
Howard Ward	Terra Systems SW	Yes, phone
Humberto Aceves	EASi	No, without notice
Jenna Leveille	AZ State Land Department	Yes, in person
Robert Davis	Quiet Creek	Yes, in person
Rudy Stricklan	Mapping Automation, LLC	Yes, in person

**Table 2: Public Members At-Large**

<b>Member</b>	<b>Agency/Company</b>	<b>In Attendance</b>
Jerome Breyer	GIS Works	Yes, Phone
Kevin Blake	Yavapai County	Yes, Phone
Jason Howard	Maricopa Association of Governments	Yes, Phone
Ayan Mitra	AZ State University	Yes, Phone
Drew Decker	USGS	Yes, Phone
Steve Whitney	Pima County	Yes, Phone

- I. **Call to order:** Meeting was called to order at 10:31 am; Introductions were made by the committee; around the table and on the phone, ensuring attendance list was managed and quorum established.
- II. **Approval of October meeting minutes:** Motion to approve October 2018 meeting minutes made by Jim Meyer and seconded by Robert Davis. Motion passed unanimously.
- III. **AZGeo Draft Requirements (A3 Review):** Ryan showed the group a draft Project Plan document (A3) for the next iteration of AZGeo. The group reviewed the following properties of the document:
  - Problem Statement: Jim prepared a draft problem statement for inclusion in

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the document. The statement was drafted to address the current needs due to a lack of data standards and no dedicated resource to curate AZGeo. It identifies the need for a comprehensive business plan to be developed. Group discussion followed and identified the need to include the hardware/software needs.

- Requirements: The A3 contains a summary of hardware/software requirements. The next step is to take this list and structure the elements as minimum requirements and desired wish list elements. Discussion of what these are followed. Group security was identified as a minimum requirement. Questions on custom application support followed. It was determined that this is also a minimum requirement. Automated uploads are also a requirement. Discussion continued on the validity of data contributions and how to best manage data contributions; Howard Ward suggested a quality control approach, which would offer the contributor a report on current data statistics of contributed data. Ryan suggested creating two Project Plan documents: one for hardware/software and another for system management. Ryan will create this draft.
- Enhancements: Ryan reviewed the identified enhancements to date. Shea Lemar has shared a document created for feedback on the interface and desired enhancements that was created when AZGeo was first deployed. She has recently added a few requests. The group discussed some future enhancement possibilities and will review what has already been compiled in the Project Plan review. Howard Ward suggested that this may be a perfect opportunity to include training for the users and contributors. He also would like considerations to be made regarding Federal Data compatibility; a pull or push strategy to provide data at a national level & query metadata (National Address Database is an example). Jenna will share the list of enhancements with the group for feedback.

IV. **Workplan development for 2019:** Jenna Leveille created a draft workplan for the group to work from and review. Meeting dates and virtual platform were discussed. AGIC is moving to WebEx in 2019 for virtual meeting options. The group agreed that the current meeting scheduled is working and 2019 dates will continue as the first Monday of each month. Jim Meyer suggested reviewing holidays for any conflicts up front. Jenna will send out 2019 meeting invitations and draft Work Plan.

V. **Future state review/discussion and next steps:**

- Jenna Leveille discussed a draft survey to send to AZGeo registered users. It is a version of the survey created for AGIC-L for the AGIC Conference facilitated discussion. Jenna will work with ASU to send to users.

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- Ryan Johnson showed the group a draft roadmap document for the future development of AZGeo. The group discussed draft details. Comments included the need to include the resource requirements, the role of the AZGeo WG in the development of the second iteration of AZGeo as an advisory one, target dates for interim steps, and hardware requirements/solutions (cloud vs physical server storage). Specific dates to note: ADOT requires draft ISA by Feb/March for budget considerations, requirements finalized for Feb Council meeting, flyer development for outreach by January meeting.
- AZGeo Data Standards development discussion: Ayan Mitra reported that ASU is working on a rubric of data standards that are publicly available; including 2008 AGIC & APLS white paper. Robert Davis noted that the 2008 document does not include any language for LiDAR/UAS data products and is needed. He mentioned Earth Explorer standards as an example. Discussion on minimum requirements for contributing to AZGeo.

VI. **Comments, requests, and items for future agendas and meeting dates:**

- Next meeting January 7, 2019

VII. **Call to the public:** None.

VIII. **Adjourn:** Adjourned at 11:35 am