

**MINUTES OF PUBLIC MEETING OF THE  
ARIZONA GEOGRAPHIC INFORMATION COUNCIL  
DATA COMMITTEE – UAS WORK GROUP**

**DRAFT**

A public meeting of the Arizona Geographic Information Council was convened March 14, 2019 at 10:00 am at the Arizona State Land Department, 1616 West Adams Street, Phoenix, AZ 85007 in room 425. Present at the meeting were the following members or designees of the AGIC Data Committee – UAS Work Group:

**Table 1: Workgroup Voting Members**

<b>Member</b>	<b>Agency/Company</b>	<b>In Attendance</b>
Brian Brady, Co-Chair	Michael Baker International	Yes, phone
Debby Crouse, Co-chair	AZ Dept of Environmental Quality	Yes, in person
Brett Seidel	Embry Riddle	No, with notice
Chuck Powell	Westland Resources	Yes, phone
Jack Avis	Pima County	Yes, phone
Jenna Leveille	AZ State Land Department	Yes, in person
Jim Robinson	City of Tucson	Yes, phone
Mignonne Hollis	AZ Aerospace	Yes, phone
Robert Davis	Quiet Creek	Yes, phone

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

<b>Member</b>	<b>Agency/Company</b>	<b>In Attendance</b>
Virgil Coxon	AZ Dept of Transportation	Yes, in person
Abel Federico	AZ Dept of Transportation	Yes, in person
Tom Homan	Gila County	Yes, phone
Ron Huettner	AZ State Land Department	Yes, in person
Arron Lee	Merrick & Company	Yes, phone
Martin Leveque	ADOT	Yes, phone
Paul Minnick	AZ Commerce Authority	Yes, phone
Jason Owens	Navajo Nation	Yes, phone
Jack Taylor	Westland Resources	Yes, phone
Marisa Walker	AZ Commerce Authority	Yes, phone

- I. **Call to order:** Meeting was called to order at 10:01 am; Introductions were made by the committee; quorum established
  
- II. **Approval of March meeting minutes:** Debby Crouse asked for a motion to approve the previous meeting minutes. Motion was made by Jim Robinson and seconded by Robert Davis; no discussion, motion passed unanimously.

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- III. **Co-chair Vote:** Chuck Powell volunteered at the March meeting to replace Brian Brady as Co-chair. Debby asked the group for a motion to approve Chuck as Co-chair, Robert Davis motioned, Jack Avis seconded. Motion passed unanimously; no discussion.
- IV. **UAS Public Safety Working Group Announcement:** Jim Robinson forwarded an email to Jenna regarding the formation of a new UAS Public Safety Working Group that has been formed. This group has been invited to join their first meeting on April 24 at 11am. If anyone is interested in attending, email Jenna for additional information.
- V. **Mid-year Workshop:** Workshop is scheduled for April 25 from 11:30-2:30 at the AZ Commerce Authority. Lunch will be provided. Jenna has created a registration form to send out on Agic-L. Vender tables will also be provided. Rose Mooney, Marisa and Jenna drafted an agenda. Rose will give an introduction and moderate two panels with a break for networking. Panel #1 is on Drone Program Startup 101. Panel #2 is on Do it Yourself or Hire. Some discussion followed on panelists. ADOT has agreed. The group felt that Sara Nilsson would be better for the Conference. Rose and Marisa are reaching out to others. Discussion on leading questions/topics for the panelists. Suggestions included: Cost of startup, training vs. hardware, how much time for learning curve, best fit vehicle for goal, top 3 considerations when starting, lessons learned, software requirements, insurance requirements, contract requirements. Virgil, Paul, Debby and Chuck all volunteered to help with badges & set-up.
- VI. **2019 Conference Planning:** Jenna reported on the conference committee meeting and planning. UAS will have a half day; three hours with a half hour networking break in the middle. The group needs to begin planning the agenda. Topics? Sensors, use cases, panel discussion, and Sarah Nilsson were all discussed as options. Panel on software? Robert Davis suggested a session on data standards for data sharing. Virgil Coxon suggested networking and ice breaker type start to the session. This will be an agenda item for next meeting to continue the discussion and start planning for the fall.
- VII. **Website Development:** Jenna led the group in a discussion on what UAS resources we want on the website and what structure would be useful. Suggestions included: standards, contacts, use cases, events, checklists, use policies. Jack Avis suggested guidelines rather than standards. Chuck volunteered to begin collecting contact content. Robert Davis and Arron Lee will begin collecting standards content. Arron wondered if there could be 'sponsored' pages. Jenna will look into if AGIC can do that and report back to the group.
- VIII. **ADOT Program Overview:** Abel presented on the ADOT UAS program that he and Virgil are a part of. See associated slide deck. Several items touched on of note: volume estimates calculated are within DTM Accuracy and better than those done through photogrammetry methods. ADOT's system/program focus

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on creating a repeatable process to validate results/outcomes no matter who the operator is.

- IX. Standardizing agenda:** Jenna led the group in a discussion on standardizing the work group agenda and whether this would be beneficial to the group. Members agreed that some standard items would be helpful. They suggested the following: Events/Website, Use Cases, Lessons Learned, Risk considerations.
- X. Information or topics for future meetings:**
- Recap of the UAS event on the 25<sup>th</sup>
  - Next meeting is May 1
- XI. Call to the Public:** None
- XII. Adjourn:** meeting adjourned at 11:19 am.