

**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 January 9, 2019 at 10:00 am at the Arizona State Land Department, 1616 West Adams Street, Phoenix, AZ 85007 in room 313. Present at the meeting were the following members or designees of the AGIC Data Committee – UAS Work Group:

Table 1: Workgroup Voting Members

Member	Agency/Company	In Attendance
Brian Brady, Co-Chair	City of Yuma	Yes, phone
Debby Crouse, Co-chair	AZ Dept of Environmental Quality	Yes, in person
Brett Seidel	Embry Riddle	Yes, phone
Chris Gunter	AZ Game and Fish	Yes, phone
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
Joseph Wagner	Maricopa Flood Control	Yes, phone
Mignonne Hollis	AZ Aerospace	Yes, phone
Robert Davis	Quiet Creek	Yes, phone

Table 2: Public Members At-Large

Member	Agency/Company	In Attendance
Benjamin Coker	Pinal County	Yes, phone
Chris Fortunato	ASURE	Yes, phone
Lt. Don Fry	Civil Air Patrol	Yes, in person
Ron Huettner	AZ State Land Department	Yes, in person
Tom Homan	Gila County	Yes, phone
Jason Owens	Navajo County	Yes, phone
Jack Taylor	Westland Resources	Yes, phone
Gene Trobia	ASU	Yes, phone
Marisa Walker	AZ Commerce Authority	Yes, phone

- I. **Call to order:** Meeting was called to order at 10:03 am; Introductions were made by the committee; quorum established
- II. **Approval of meeting minutes from Dec 13, 2018:** Brian Brady asked for a motion to approve the previous meeting minutes. Motion was made by Jenna

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Leveille and seconded by Robert Davis; no discussion, motion passed unanimously.

- III. **Report on FHWA Regional Summit (Marisa Walker):** Marisa was invited by DOT to participate in Every Day Counts (EDC). Planning session was held on 1/7/19. Grant for bridge testing enabled ADOT to purchase approximately 6 drones, manufacturers and models are unknown. ADOT Communications division also has a couple for marketing and social media purposes. They have \$100,000 available for the ending of cycle 4 and the beginning of cycle 5, which has begun. ADOT is looking to compile Standard Operating Procedures (SOP's) and is considering a peer exchange with other states to support development. ADOT may consider bringing in guest speakers from other states. ADOT has a perceived interest in education regarding current FAA regulations. ADOT is also interested in expanding uses of UAS technology, i.e. construction monitoring and 3D uses. Marissa is curious to know which congressional committees may be concerned with UAS technology and the possibility of our work group getting more involved through chambers and congress. Minnesota did an impressive study on bridge inspections with UAVs and the savings in cost, time and efficiency.
- IV. **Training Resources (Debby Crouse & Brett Seidell):** Brett researched potential training resources and has compiled a listing. Short of posting the document on the AGIC website, Jenna has said that she will send this out to the group. Suggestions were solicited from the group; Robert Davis mentioned Penn State's Remote Sensing classes are available online and are compiled by ASPRS. It will be added to the list.
- V. **Standard Operating Procedure (SOP) Checklist Discussion Survey123 (Debby Crouse):** Debby presented her rendition of a procedural checklist/historical record system. She developed this using Survey123. Similar to a digital log book application. Group had some concerns that this might lead to liability issues. Chuck suggested that we develop general guidelines and Gene suggested that this be distilled down to a best practices checklist. Debby will compile a list like the Training Resources and make the Survey123 available to the group if they want to use it for a starting point.
- VI. **Authorization and Waivers (Brian Brady):** Brian and Check Powell agreed to compile a checklist for common content needed to generally satisfy the authorization/waiver process. The FAA has recently published on their website example waivers and authorizations to help pilots understand the details needed for successful receipt of waivers and authorizations.
- VII. **Lunch and Learn (Jenna Leveille and Marisa Walker):** Ideas for mid-year lunch and learn workshop were proposed such as Request for Proposal development, vendor selection guidelines and or generally helping agencies through the COA process were proposed. It was generally agreed that the

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subject matter should support or be a lead-in to content provided at the 2019 conference and be highly focused. Jenna agreed to schedule a smaller working group later in the week to explore subject matter ideas and next steps. Brian Brady, Debby Crouse, Jenna Leveille, Marisa Walker, and Mignonne Hollis are participants in the small working group.

- VIII. 2018 Accomplishments and 2019 Work Plan:** Brian Brady and Gene Trobia agreed to expand on the bulleted content for providing clarification for those not directly involved with the workgroup and expressly for publication on the AGIC website and presentation to the Data Committee and AGIC Board.

Gene suggested that we might look at funding someone to maintain the AGIC website in general. Jenna suggested that Admin and Legal Committee might be entertaining requests for funds in near future for committees and work groups.

Brian asked for a motion to approve the 2019 Work Plan. Debby Crouse motioned, Jim Robinson seconded. Workgroup approved the 2019 Work Plan and accomplishments by unanimous vote.

- IX. Information or Topics for Future Meetings:** None.

Next meeting is scheduled for Feb 6, 2019.

- X. Call to the Public:** None

- XI. Adjourn:** meeting adjourned at 11:19 am.