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 November 7, 2018 at 10:00 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 Data Committee – UAS Work Group:

Table 1: Workgroup Voting Members

Member	Agency/Company	In Attendance
Brian Brady, Co-Chair	City of Yuma	Yes, phone
Gene Trobia, Co-Chair	AZ State University	No, with notice
Brett Seidel	Embry Riddle	Yes, phone
Chris Gunter	AZ Game and Fish	Yes, phone
Debby Crouse	AZ Dept of Environmental Quality	Yes, in person
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	No, without notice
Robert Davis	Quiet Creek	No, with notice

Table 2: Public Members At-Large

Member	Agency/Company	In Attendance
Ben Coker	Pinal County	Yes, phone
Tom Homan	Gila County	Yes, phone
Ron Huettner	AZ State Land Department	Yes, in person
Allen Smith	City of Tucson	Yes, phone

I.   **Call to order:** Meeting was called to order at 10:02 am; Introductions were made by the committee; around the table and on the phone; quorum established

II. **Approval of meeting minutes from October 9, 2018:** Motion by Brian Brady. Second by Jenna Leveille; motion passed unanimously.

III. **Next Co-chair Vote:** Debby Crouse volunteered at the Oct meeting to replace Gene Trobia as Co-chair. Motion was made to approve Debby in the new position by Jenna Leveille and seconded by Brian Brady. There was no discussion. Motion passed unanimously.

IV. **City of Tucson UAS Support group briefing:** Jim Robinson from the City of Tucson reported on a recent coordination of a UAS Support network for all city

agencies. The intention of the group is to share drone resources across agencies; credentialed pilots, drones, and processing software. The group has met once and has committed to meeting monthly. The group continued a general discussion about the details of how this concept will be applied: potential rental situation of resources, compensation between agencies, executive support, Certificates of Authorization and waivers, coordination with FAA & other local airports. The group was interested in other entities doing this; none that are known of (maybe Maricopa County). Members are interested in updates as the group matures and some offline discussion on how this model could be applied to other jurisdictions, including state agencies.

V.   **Standard Operating Procedure (SOP) Checklist Discussion:** Debby Crouse led a group discussion on developing a standard/best practices Standard Operating Procedures (SOP) Checklist. Having this resource could assist new programs with validation on an executive level. She is requesting existing SOP from the group members and a subgroup will consolidate the findings and report back on progress. Chris Gunter mentioned North Carolina's SOP that he could share. The end product should be platform agnostic. Jack Avis added he supports AGIC's effort to produce best practice documentation, particularly for UAS; there is a need from the health and safety aspect to produce standards of practice for the UAS community.

Brett Seidel and Brian Brady volunteered to be part of the subgroup; Jenna will coordinate meetings.

Jenna will review current submitted documents and share them with Debby.

VI.   **2019 UAS Workshop follow-up:** Jenna reported that the Conference Committee is working on availability for 2019 UAS Pre-conference workshop. The conference itself is at max capacity. There is discussion about extending the conference for technical and hands-on workshops that includes space for the UAS workshop. A general discussion followed on the possibility of hosting 'brown-bag' lunches mid-year. AZ Commerce Authority, Marisa Walker has mentioned previously that they have an auditorium that may be available for this kind of use. Brett Seidel mentioned that the Phoenix Drone User Group community may be an avenue to explore.

VII.   **2018 Workplan review & 2019 Workplan discussion:** Jenna Leveille and Brian Brady led the group through a review of the 2018 UAS Workplan. Accomplishments were discussed. The group agreed to remain a Workgroup under the Data Committee for the coming year. General discussion followed on goals for 2019. Items mentioned included the UAS section on the AGIC website that needs some development, the suitability matrix, RFP samples, and additional educational opportunities. Jack Avis added that there may be opportunity for interested folks to present at the APLS annual conference during

the Geospatial Track; he mentioned including survey perspective on UAS operations is an important aspect for this group. Jenna and Brian will draft 2019 Workplan for review at next meeting. Jenna will draft accomplishments for review at next meeting.

VIII.   <u>**Announcements:**</u> Jenna Leveille reminded the group about the Arizona Aerospace UAS Summit on November 7-9 and the discount offered to AGIC for anyone interested in attending. Jenna also informed the group that the virtual meeting platform will be changing to WebEx next year.

IX.   <u>**Information or Topics for Future Meetings:**</u> Brett Seidel requested that a discussion on training options be an agenda item for next meeting. He is collecting information from many sources on this to share with the group and would like to do a session at the workshop on his findings.

Next meeting is December 5, 2018 at 10a.

X.   <u>**Call to the Public:**</u> None

XI.   <u>**Adjourn:**</u> meeting adjourned at 11:19a