

**Vermont Enterprise GIS Consortium (EGC)**

**MEETING  
MINUTES**

*December 5th, 2011*

**10:00AM to 11:00AM - EGC**  
**11:00AM to Noon - ArcGIS Server Working Group**

Location - VCGI's Office in Waterbury

**EGC Participants**

- Steve Sharp, (VCGI); Peter Telep, (ANR); Dejung Gewissler, (VCGI), David Brotzman (VCGI), Rick Scott (VTrans), Lesley McCreedy (VTrans), Melissa Prindiville (ACCD), Nate Sands (AGR), Dan Currier (VADPA)

**Guests:**

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**Documents Distributed:**

1. Meeting Agenda

<b>MINUTES</b>	
Agenda Topic	Discussion
<p align="center"><b>10:00AM to 10:40AM</b></p>	<ul style="list-style-type: none"> <li>□ <b>Geocortex Essential</b> <ul style="list-style-type: none"> <li>○ Waiting for signatures from ANR and HSU. Also waiting for DII's signature, but will push them once ANR and HSU have signed.</li> <li>○ DII has expressed their support (verbally) for this effort, but hasn't signed the MOU yet. DII indicates that the EGC will need to get in their "queue".</li> <li>○ <b>Action Items?</b> <ul style="list-style-type: none"> <li>▪ Get ANR, HSU, and DII so sign MOU</li> </ul> </li> </ul> </li>   <li>□ <b>VT Legislature - "GIS Redundancy Report" (Sec. E. 122)?</b> <ul style="list-style-type: none"> <li>○ David Brotzman presented draft (version 0) report to EGC.</li> <li>○ General discussion.</li> <li>○ David asked for feedback by COB 12/9/2011.</li> <li>○ VCGI will present the final report to Legislature in January, but is looking for the EGC's buy-in and endorsement.</li> <li>○ EGC agreed to schedule follow-up conference calls on the 12th and 19th to discuss and finalize report.</li> <li>○ EGC agreed that this was the top priority item over the next month</li> <li>○ <b>Action Items?</b></li> </ul> </li> </ul>

## MINUTES

Agenda Topic	Discussion
	<ul style="list-style-type: none"> <li>▪ EGC members review draft report and provide feedback</li> <li>▪ Follow-up meetings on 12th and 19th to discuss and finalize document.</li> <li>▪ Finalize by end of December, 2011.</li> <li>▪ Vote by EGC members (voting members) to endorse recommendations in the report.</li> </ul>
<b>10:40AM to 11:00AM</b>	<ul style="list-style-type: none"> <li>□ <b>EGC ArcGIS Server Working Group</b> <ul style="list-style-type: none"> <li>○ Reviewed revised "VT Enterprise GIS Architecture: Future" diagram                             <ul style="list-style-type: none"> <li>▪ Discussed implications of having VCGI manage the central Enterprise GIS infrastructure with EGC oversight. Some supported the idea, others suggested a rotating administrative duties as is done with Geocortex. Some didn't feel the Geocortex model was appropriate in this situation</li> <li>▪ VCGI indicated that if it were to administer the central Enterprise GIS it would need sufficient funding to support the hardware, software, and FTE's (people) to make it robust enough to meet EGC requirements.</li> </ul> </li> <li>○ EGC ASW discussed whether it should go further with the "Enterprise GIS: Shared Server Architecture" Business/Project Plan                             <ul style="list-style-type: none"> <li>▪ General concensus was to wait until "GIS redundancy" report is given to Legislative</li> </ul> </li> <li>○ <b>Action Items?</b> <ul style="list-style-type: none"> <li>▪ <b>Focus on "GIS Redundancy" report</b></li> </ul> </li> </ul> </li> </ul>
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>○ <b>Monday, December 12th 2011 (10-11AM)</b></li> <li>○ <b>Conference call to discuss Legislative Report</b></li> </ul>

## ACTION ITEMS - COMPREHENSIVE LIST

Item	Action Item	Who?	Target Due Date	Priority	Notes
1.	ArcGIS Server Project - Business Case	EGC	?	<b>HOLD pending outcome of Leg Report</b>	
2.	Revise SDE guidelines	VCGI (Steve) VTrans (Lesley M) ANR (Ryan/Erik)	January, 2012	<b>MEDIUM</b>	Maybe call it SDE config and management "protocol" instead of guideline?

ACTION ITEMS - COMPREHENSIVE LIST					
Item	Action Item	Who?	Target Due Date	Priority	Notes
3.	<ul style="list-style-type: none"> <li>• Draft Geocortex Essentials MOU by revising current MOU</li> <li>• Identify Geocortex Essentials partners</li> <li>• Get partners to sign MOU including DII</li> <li>• GFinalize cost to purchase Geocortex Essentials</li> <li>• Identify deployment platform/env</li> </ul>	VCGI with input from potential partners such as ANR	Sept, 2011	<b>HIGH</b>	<ul style="list-style-type: none"> <li>• MOU done</li> <li>• Partners done</li> <li>• Most have signed. Waiting for HSU, ANR, and DII.</li> <li>•</li> </ul>
4.	Work with VCGI to draft a report to the Legislature in response to "Act 63 GIS Duplication".	EGC	1/1/2012	<b>HIGH</b>	○ Draft under development by VCGI