

Vermont Enterprise GIS Consortium (EGC)

**MEETING
MINUTES**

August 6, 2012

10:00AM to 11:00AM

VCGI's Office
Waterbury, VT

EGC Participants

- Steve Sharp (VCGI); Erik Engstrom (ANR); Peter Telep (ANR); Jeremy McMullen (E911); Tyler Morse (E911), Pete Young (AHS), Melissa Prindiville (ACCD)

Guests:

Documents Distributed:

1. Meeting Agenda
2. EGC Business Plan FY2013 - draft1

MINUTES	
Agenda Topic	Discussion
<p>10:00AM to 11:00AM</p>	<ul style="list-style-type: none"> □ Geocortex Upgrade <ul style="list-style-type: none"> ○ Test Server - testing? VCGI, E911, and ANR confirmed that they are able to login. VCGI and ANR have created sites for testing. Issues noted to date <ol style="list-style-type: none"> 1. Erik E (ANR) indicated that it would be good to get a Microsoft BING key so we can use BING map services with Geocortex. Melissa P (ACCD) indicated that ACCD owns a BING key and there may be an opportunity for cost sharing. Steve asked if VIC owns a key. Melissa P believes they do not. Erik agreed to look into the cost and technical requirements with assistance from Melissa. 2. Erik E mentioned that the default "splash page" for the shared EGC instance of Geocortex needs to be customized. Steve suggested that it could serve as the default page for maps.vermont.gov (this domain name will be redirected to the new Geocortex Essentials server IP). There was also a suggestions that we want to have more control over the look-and-feel of the default maps.vermont.gov slash page, and the Geocortex splash page options may be too limiting. Need further work on this. 3. Erik E mentioned that it would be good if Geocortex admins could create IIS "virtual directories" to make more user friendly URLs for users. He hasn't checked to see if he has permissions to do it.

MINUTES

Agenda Topic	Discussion
	<ul style="list-style-type: none"> ○ Security Plan - status? No progress to date. Geocortex Team needs to revise the old Geocortex IMF Security Plan. PJ and Erik E agreed to take an initial stab at it. ○ Team SLA - status? It was determined that a "Geocortex Team SLA" isn't needed since we already have a Geocortex MOU addressing many of the same issues and a SLA with DII. It was agreed that we need to focus on a security plan. ○ Revised Look-and-Feel Standards? It was determined that the existing DII "Look and Feel Standards for state Map Sites" (developed for the old Geocortex IMF deployment) needs to be revised. Steve Sharp (VCGI) will contact Harry Bell (DII) to determine how to proceed. It is generally anticipated that the revised standard will be simple and will be primarily limited to header/footer standard (with special specs for HTML vs Silverlight/Flex). ○ When will the production server be ready? After discussion it was determined that the Production Server should be ready for use by October 1st. The plan is to complete testing on the Test Server by Sept 15. The goal is to have all old Geocortex IMF websites ported to Geocortex Essentials by mid October and released on November 1st, 2012. Still need to determine when the old Geocortex IMF will be decommissioned. Not sure if some (eg: VCGI) plan to have the old app available for a time after. ○ Action items? <ol style="list-style-type: none"> 1. Implementation Schedule <ul style="list-style-type: none"> • Finish Testing - Complete testing by Sept 15. Identify config changes and final config blueprint. Geocortex Team • Production Server - Fully configured and available for use by October 1st. • Go Live - Go live with ported sites (ANR + VCGI) on November 1st, 2012 • Decommissioning? - Need to determine when the old Geocortex IMF server will be fully decommissioned. 2. Security Plan - Draft a plan. Peter Telep and Erik E (ANR) 3. Look-and-Feel Standard. Steve Sharp (VCGI) □ FY 2013 Business Plan <ul style="list-style-type: none"> ○ EGC reviewed draft. Agreed to drop Work Item #8. No other changes identified. <ol style="list-style-type: none"> 1. Motion by Peter Telep (ANR) to approve with Work Item #8 removed. 2. Seconded by Jeremy McMullen (E911) 3. Approved on a voice vote. Yea's - all. Nay - None

MINUTES

Agenda Topic	Discussion
	<ul style="list-style-type: none"> □ EGC LiDAR Workgroup (LWG) <ul style="list-style-type: none"> ○ David Brotzman indicated that the LWG had a meeting on July 31st. Agreed to change name of product from "LiDAR" to "High Resolution Elevation Dataset". Felt it would be easier to sell and explain. ○ LWG working on outreach strategy. ○ David mentioned there is some potential NRCS money to collect LiDAR data for Rutland County. Looking for potential partners. ○ Action items? <ol style="list-style-type: none"> 1. Review draft acquisition plan and submit feedback to David Brotzman. 2. Rutland County data acquisition partners needed. 3. Get involved! • New/Updated Action Items? <ul style="list-style-type: none"> ○ Geocortex items noted above ○ LiDAR items noted above ○ See more action items below
Next Meeting	○ Monday, September 10th, 2012

ACTION ITEMS - COMPREHENSIVE LIST

Item	Action Item	Who?	Target Due Date	Priority	Status Notes
1.	ArcGIS Server Workgroup (ASW) - server sharing plan	EGC ASW	Summer 2012	On Hold	
2.	Revise SDE guidelines	VCGI (Steve) VTrans (Lesley M) ANR (Ryan/Erik)	Spring 2012	MEDIUM	
3.	Business Plan - Item 6 Enhance Geocoding Services	VCGI, VDH, E911	Summer 2012	-	DONE - Web Services Strategy 1.0 approved by EGC on 7/9/2012

ACTION ITEMS - COMPREHENSIVE LIST

Item	Action Item	Who?	Target Due Date	Priority	Status Notes
4.	Business Plan - Item 7 Enhance Cache services + Historical Imagery	VCGI, ANR with EGC input	February 2012	-	DONE - Web Services Strategy 1.0 approved by EGC on 7/9/2012
5.	Business Plan - Item 8 Hardware/Software sharing including Geocortex Geocortex 1. Test Server - Firewall config to enable access. Forward login/passwords to members. Dejung G (VCGI) 2. Security Plan - Draft a plan. Steve S (VCGI) 3. Team SLA - Draft an SLA. Peter Telep (ANR).	ASW Geocortex Team	Geocortex Summer 2012	HIGH	Test server up and running