

Vermont Enterprise GIS Consortium (EGC)

MEETING MINUTES

November 5th, 2012

10:00AM to 11:00AM

Conference Call
Waterbury, VT

EGC Participants

- Peter Telep - ANR
- Lesley Bean - VTrans
- Jan Leja - VDH
- Zach Borst - VEM
- Nate Sands - AG
- Mike M - AG
- Melissa Prindiville - ACCD
- Jared Lamere - E911
- Angus McCusker - E911
- Jeremy McMullen - E911
- Erik Engstrom - ANR
- Dan Currier - VAPDA (CVRPC)
- Steve Sharp - VCGI

Guests:

Documents Distributed:

1. Meeting Agenda
2. Look and Feel Standards for MAPS.VERMONT.GOV websites (draft 2b)
3. Geocortex Essentials Security Plan (v0.3)
4. Geocortex Essentials Tech Support Usage Report
5. Geocortex Essentials Invoice
6. VCGI Imagery Services Implementation Plan

MINUTES	
Agenda Topic	Discussion
10:00AM to 11:00AM	<ul style="list-style-type: none"> □ Geocortex <ul style="list-style-type: none"> ○ Status of Agency app development? <ol style="list-style-type: none"> 1. ANR: Has been doing a bunch of work on "Bio Finder" app. Also testing porting of site/viewer from mapsdev to mapsnew and it worked smoothly. 2. VCGI: Working to support mapsdev/mapsnew config and has done some work on a new VT Interactive Map Viewer 3. E911: Has created a demonstration "special needs" website. 4. VDH: Continues to develop a crowdsourcing site 5. VTrans: No development to date ○ Admin & Standards <ol style="list-style-type: none"> 1. Security Plan - Reviewed. Removed <agency>-Admin login account as recommended by Steve. Otherwise all Geocortex Admin Team members were cool with the doc 'as is'.

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	<p>2. Look & Feel Standards - Everyone agreed that the State "look and feel" standard for MAPS.VERMONT.GOV sites should be revised. No all could agree with the current draft (v2b). Group will continue to work on a revised standard.</p> <p>○ Invoices & Billing</p> <p>1. VCGI received Latitude invoice (\$3700) for Geocortex Essentials covering software maintenance from 1/31/2013-1/30/2014. It is consistent with what was anticipated.</p> <p>2. DII FY'13 invoice for Geocortex servers (\$5328 servers + \$2400 server maintenance)</p> <p>3. Geocortex Cost Summary for FY'13</p> <div style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> • \$2664 * 2 (dev & prod server VMs) = \$5328 • \$1200 * 2 (dev & prod server OS maintenance) = \$2400 • \$5328 + \$2400 = \$7728 DII bill for Geocortex VMs • \$7728 + \$3700 (Geocortex) = \$11428 total FY'13 • \$11428 / 5 (HSU no longer part of agreement) = \$2285 each agency in FY'13 </div> <p>○ Latitude Technical Support</p> <p>1. Reviewed Tech Support Usage report from 11/1/2012. Not much used. VCGI indicated that the Team should charge against this shared pool of hours.</p> <p>2. Future usage plan? Group agree to stick with using shared pool of hours. Group will keep track of using based on report from Latitude. If a particular agency starts to hog too many hours then they will either buy more for the pool or setup a separate tech support contract.</p> <p>○ What are we going to put on the maps.vermont.gov "home page"?</p> <p>1. All seemed to agree that we should do more than we've done in the past (nothing) for the maps.vermont.gov homepage. However, no agreement as to what. Further discussion needed.</p> <p>□ EGC Web Services</p> <p>○ Image Services - VCGI's presented "imagery services" implementation plan in support of EGC Web Services Strategy. Didn't spend much time on this.</p> <p>○ Geocode Services - E911's has created a suite of geocoding services for testing. The goal is to support the EGC Web Services Strategy.</p> <p>Action items</p> <ul style="list-style-type: none"> • Finalize the revised "Look & Feel Standards" for maps.vermont.gov sites. • Forward Geocortex cost information (DII spreadsheet and Latitude invoice) to Geocortex partners. • Develop plan for maps.vermont.gov homepage

MINUTES	
Agenda Topic	Discussion
Next Meeting	<ul style="list-style-type: none"> ○ Monday, December 3rd (11AM), 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	?	On Hold	
2.	Revise SDE guidelines	VCGI (Steve) VTrans (Lesley M) ANR (Ryan/Erik)	Fall 2012	MEDIUM	
3.	Geocortex Essentials <ul style="list-style-type: none"> • Look and Feel Standards • MAPS.VERMONT.GOV homepage 	Geocortex Admin Team	Fall 2012	HIGH	In process...