

**Vermont Enterprise GIS Consortium (EGC)**

**MEETING  
MINUTES**

*June 6th, 2013*

**11:00AM - Noon**  
Conference Call  
Waterbury, VT

**EGC Participants**

- |                        |                       |
|------------------------|-----------------------|
| ▪ Joanna Grossman - AG | ▪ Jim Duncan - VMC    |
| ▪ Ivan Brown - VCGI    | ▪ Steve Sharp – VCGI  |
| ▪ Pete Young – VDH     | ▪ Erik Engstrom - ANR |

**Guests:**

**Documents Distributed:**

1. Meeting Agenda
2. EGC Web Services build-out status

<b>MINUTES</b>	
Agenda Topic	Discussion
<p align="center"><b>10:00AM to 11:00AM</b></p>	<ul style="list-style-type: none"> <li>□ <b>Craft FY'2014 EGC Business Plan</b> <ul style="list-style-type: none"> <li>○ Attendees reviewed FY'2013 EGC Business Plan and made note of the following accomplishments in FY'2013 (Items #'s align with numbering in Business Plan)                             <ul style="list-style-type: none"> <li>● <b>Item 1: Data Warehouse</b> <ul style="list-style-type: none"> <li>● 1A: Data Warehouse Workgroup kick-off meeting held on May 20<sup>th</sup>. Group will meet twice a month to help design and deploy we new data warehousing and distribution solution for the state. A workgroup “sub-site” was created within the EGC’s SharePoint website to facilitate communication.</li> <li>● 2A: VCGI continues to offer direct-connect access to its GIS data repository (ArcSDE implementation) to all GovNet users.</li> </ul> </li> <li>● <b>Item 2: GIS Career Ladder</b> - As part of the IT reclassification analysis going on for all of state government, the proposed GIS track is as follows: GIS Specialist I PG22, GIS Specialist II PG24, GIS Specialist III PG26. This is an ongoing process that hasn't been completed yet so additional changes/clarifications will need to be made.</li> </ul> </li> </ul> </li> </ul>

## MINUTES

Agenda Topic	Discussion
	<ul style="list-style-type: none"> <li>• <b>Item 3: SharePoint</b> – EGC continued to use and maintain its website. A LiDAR Workgroup and Data Warehouse Workgroup sub-sites were created.</li> <li>• <b>Item 4: Strategic Plan</b> – The EGC discussed the possibility of reviewing/revising the GIS Strategic Plan but chose to table the discussion until FY'2014 primarily due to uncertainty regarding VCGI's future.</li> <li>• <b>Item 5: Business Plan</b> – EGC members discussed what should be carried over into an FY'2014 Business Plan and identified new items as well.</li> <li>• <b>Item 6: Web Services</b> – EGC members made significant progress (85% completion) toward implementing web services identified in the EGC's Web Services Strategy.</li> <li>• <b>Item 7: ArcGIS Server Sharing</b> – The ArcGIS Server Workgroup did not meet in FY'2013. There seems to be little interest in sharing ArcGIS Server resources beyond those already happening between agencies (eg: ANR + ACCD and VCGI + E911).</li> <li>• <b>Item 8: Marketing</b> – EGC reached out to the broader State IT community by publishing its annual report in the DII Newsletter. The EGC's annual report was also forwarded to the CIO. Additional work is need to reach out to GIS users and management in State government.</li> </ul> <ul style="list-style-type: none"> <li>○ EGC determine that the following FY'2013 items should be carried over into 2014:           <ul style="list-style-type: none"> <li>• <b>Carry Over:</b> Items 1, 2, 3, 4, 5, 6 (review-revise EGC web services strategy), 8</li> <li>• <b>Remove:</b> Item 7 (ArcGIS Server sharing)</li> <li>• <b>Add:</b> <ul style="list-style-type: none"> <li>• Evaluate commercial geospatial web service offerings and determine if there are opportunities for "shared licensing" between EGC members (eg: BING Map services).</li> <li>• Develop EGC guidelines outlining "best practices" when crafting MOUs/SLAs/Agreements between EGC members.</li> </ul> </li> </ul> </li> <li>○ <b>Next Steps</b> <ul style="list-style-type: none"> <li>• Draft EGC Annual Report for FY'2013</li> <li>• Draft FY'2014 EGC Business Plan</li> </ul> </li> </ul> <p>□ <b>Revise the State's Enterprise GIS Strategic Plan?</b></p> <ul style="list-style-type: none"> <li>○ Attendees discussed whether the EGC should attempt to review/revise the GIS Strategic Plan between now and the end of FY'2013. Consensus was to push it into FY'2014.</li> </ul> <p><b>New Action items</b></p> <ul style="list-style-type: none"> <li>○ Draft EGC Annual Report for FY'2013 (Steve + EGC)</li> <li>○ Draft FY'2014 EGC Business Plan (Steve + EGC)</li> </ul>

MINUTES	
Agenda Topic	Discussion
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>o <b>Monday, July 1 (11AM), 2013</b></li> </ul>

ACTION ITEMS - COMPREHENSIVE LIST					
Item	Action Item	Who?	Target Due Date	Priority	Status Notes
1.	ArcGIS Server Workgroup (ASW) - server sharing plan	EGC ASW	?	<b>On Hold</b>	
2.	Revise SDE guidelines	VCGI (Steve) VTrans (Lesley M) ANR (Ryan/Erik )	Summer 2013	<b>MEDIUM</b>	no activity to date
3.	Geocortex Essentials <ul style="list-style-type: none"> <li>• Look and Feel Standards</li> <li>• MAPS.VERMONT.GOV homepage</li> </ul>	EGC + Geocortex Admin Team	Spring 2013	<b>DONE</b>	Draft look and feel standards submitted to State Web Master.  Interim Maps.vermont.gov homepage created.
4.	EGC Web Services <ul style="list-style-type: none"> <li>• Build all web services defined in the EGC's web services strategy</li> <li>• Work to revise EGC Web Services document to address versions, https, and life-cycle issues.</li> </ul>	EGC	Summer 2013	<b>HIGH</b>	85% of services built  Need to revise in FY'2014 to address issues

### ACTION ITEMS - COMPREHENSIVE LIST

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5.	BING Maps license <ul style="list-style-type: none"> <li>• Work with EGC Members and DII to determine if we should get a BING Maps enterprise license</li> <li>• Get BING pricing</li> <li>• <i>Revise EGC Web Mapping Assessment? Everyone for themselves? Just use ESRI services?</i></li> </ul>	EGC	Summer 2013	<b>MEDIUM</b>	“use caes” submitted to DII Waiting for pricing info from BING rep Then what?
6.	Add “SDE replication” option to EGC data exchange protocol	Ivan B	2013	<b>LOW</b>	to do
7.	Data Warehouse Workgroup <ul style="list-style-type: none"> <li>• Work with EGC members and other partners to redesign and build a new VT GIS Data Warehouse solution</li> </ul>	EGC	2/1/2014	<b>HIGH</b>	Schedule kick-off meeting
8.	<input type="checkbox"/> Draft EGC Annual Report for FY’2013 (Steve + EGC) <input type="checkbox"/> Draft FY’2014 EGC Business Plan (Steve + EGC)	Steve + EGC	7/1/2013	<b>MEDIUM</b>	