

Vermont Enterprise GIS Consortium (EGC)

MINUTES

September 2, 2015

11:00AM – 12:00PM

Conference Call + Justin Morrill (6th National Life)

EGC Participants

- | | |
|------------------------------|-----------------------|
| ▪ Lesley Bean – VTrans | ▪ Steve Sharp – VCGI |
| ▪ Melissa Prindiville – ACCD | ▪ Peter Young – VDH |
| ▪ Erik Engstrom – ANR | ▪ Brett Pierce - VEM |
| ▪ Ryan Knox – ANR | ▪ Josh Cox – VEM |
| ▪ Nick Connizzo – VSARA | ▪ Casey Cleary - DII |
| ▪ Leslie Pelch – VCGI | ▪ Dan Currier – VADPA |

Guests: *Travis Blodgett*

Documents Distributed:

MINUTES	
Agenda Topic	Discussion
<p>11:00AM to 12:00PM</p>	<ul style="list-style-type: none"> ❑ Status Update - Project to Analyze GIS Use/Deployment in State Government <ul style="list-style-type: none"> ○ Workshop planning is underway. ACCD/VCGI has a workshop planning meeting Esri on 9/9. We will have more details after that. ❑ EGC Documents <ul style="list-style-type: none"> ○ EGC FY'15 Annual Report: There was a good discussion about whether the EGC's Annual Report should be kept as it has been in the past, focused on just EGC activities, OR whether it should be expanded to include a short 1-page report from each agency outlining their GIS accomplishments. Some asked what the target audience is for the report. The general consensus was that it consisted of a broad audience, from GIS professionals in state government, to middle and top management within state government, to the Legislature and the public. The discussion noted that an ideal communications strategy would include multiple communication channels and multiple types of media (beyond just a PDF report). Historically the report has been communicated via <ul style="list-style-type: none"> • Web posting to EGC website • Email to EGC Representatives (with the assumption that they would share with agency staff + management).

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	<ul style="list-style-type: none"> • Email to public via VGIS-L • Email to CIO/DII and posting to DII newsletter • Embedded in VCGI Inc's annual report and submitted to the VT Legislature. <p style="color: red;">OUTCOME OF DISCUSSION: There was no objection to expanding the EGC's Annual Report to include agency/department "1-pager" reports summarizing key GIS accomplishments/activities in FY15. EGC reps were asked to submit something by 9/11.</p> <ul style="list-style-type: none"> ○ EGC FY'16 Business Plan – FINAL: Participants reviewed comments provided by Melissa P. and agreed to the following changes. <ul style="list-style-type: none"> • Item 4: Change it back to just "maintaining and enhancing" the EGC sharepoint site since we won't be handling the migration. • Item 5: Change to FY17 and move to end. • Item 10: Expand description to be more like Parcel project description. • Assumption #2: Add Agency of Administration (AOA). <p style="padding-left: 40px;">Final will be posted by Steve for E-Vote.</p> <ul style="list-style-type: none"> □ GIS Career Ladder and GIS Job Descriptions <ul style="list-style-type: none"> ○ Documents are being reviewed by DII. □ VT Open GeoData Portal Project <ul style="list-style-type: none"> ○ The Project Approval Form (PAF) has been approved by ACCD as well as VTrans and ANR leadership (Peter Telep and Shawn Nailor). ○ Steve is working on a revised Charter. ○ Plan to schedule a reboot kick-off meeting in Sept. □ Statewide Parcel Data Project <ul style="list-style-type: none"> ○ VCGI/ACCD is working to schedule an inter-agency leadership meeting in late September to discuss final ROI and maintenance plan, garner agency support, and determine strategies for funding and legislative support. ○ VCGI is also working to reach-out to the private sector (mapping consultants) and towns (via VLCT). □ VT Imagery Program <ul style="list-style-type: none"> ○ Orthos <ul style="list-style-type: none"> • 2015 status update – Still being QCed by ASI. 1st round of QC should be complete soon. • Vintage 4 RFP status update – Based on the feedback provided VCGI is going to work to enhance the "buy-up" section. ○ LiDAR <ul style="list-style-type: none"> • 2016 – USGS BAA 2016 pre-proposal was submitted by VCGI at the end of August. The focus now is on the final proposal due on 10/23. <b style="color: red;">MATCHING FUNDS OF ~\$173K STILL NEED TO BE

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	IDENTIFIED
	<p>EGC ACTION ITEMS</p> <ul style="list-style-type: none"> • EGC Annual Report <ul style="list-style-type: none"> ○ 9/11 - Agency contributions (voluntary) – EGC reps ○ 9/18 - Finalize approve (E-vote) - EGC • EGC Business Plan <ul style="list-style-type: none"> ○ 9/9 - Finalize based on input and post for E-vote – Steve • VT Orthos Vintage 4 RFP <ul style="list-style-type: none"> ○ 9/10 - Enhance “buy-up” section with more detailed specs - Steve ○ 9/11 - Post for final review/feedback - Steve • VT Open GeoData Portal <ul style="list-style-type: none"> ○ 9/11 - Revised Project Charter – Steve • VT GIS Standards and Guidelines Procedures <ul style="list-style-type: none"> ○ 9/8 – Post final for E-vote – Steve
Next Meeting	<ul style="list-style-type: none"> ○ Wednesday, October 7 (11AM), 2015 – MAY NEED TO BE RESCHEDULED

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	There has been little interest among agencies in sharing ArcGIS server deployments beyond existing partnerships <ul style="list-style-type: none"> • ACCD/ANR • VCGI/VAAFMM
2.	Revise SDE guidelines	VCGI (Steve) VTrans (Lesley M) ANR (Ryan/Erik)	?	On Hold	no activity to date

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3.	Geocortex Essentials <ul style="list-style-type: none"> Look and Feel Standards 	EGC + Geocortex Admin Team	?	On Hold	Draft look and feel standards submitted to State Webmaster. No response as of 6/1/14.
4.	MAPS.VERMONT.GOV homepage	Leslie Pelch + Melissa Prindiville + other EGC	6/1/15	Medium	Interim Maps.vermont.gov homepage created. 6/2014 Email from ACCD/CMO suggest that maps.vermont.gov "splash page" should re-point to VCGI "maps" page. Need to get thumbs up from EGC / Geocortex Team
5.	Open GeoData Portal / Data Warehouse Workgroup <ul style="list-style-type: none"> Work with EGC members and other partners to redesign and build a new VT GIS Data Warehouse solution 	EGC	9/1/2015	HIGH	- EGC voted on 7/1/15 to move forward with ESRI AGO Open Data Platform- DONE -
6.	ESRI MPA <ul style="list-style-type: none"> MPA has expired. Need to prod BGS/ESRI to get a new one signed. 	VCGI/EGC	1/1/2014	HIGH	Contact BGS and ESRI to push issue. No response as of 1/6/2014. Still no final word as of 8/11/2015.

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7.	GIS Career Ladder <ul style="list-style-type: none"> • Craft a proposal • Present to EGC for endorsement • Present to State HR 	Peter Young and volunteers	7/22/15	HIGH	<ul style="list-style-type: none"> • 6/17 – Submit input to Pete Young (EGC) - DONE • 7/1 – EGC vote to endorse final version of GIS Career Ladder and Job Description (EGC) - DONE • 7/22 – Present EGC's recommended GIS Career Ladder and Job Descriptions to the State's HR IT Committee (Pete Y, PJ, Steve) - DONE
8.	EGC Governance/Charter	Steve S. And Leslie P	6/2014	HOLD PENDING OUTCOM OF STATE GIS ANSLYSIS PROJECT	<ul style="list-style-type: none"> • Document what other states have for "GIS Councils", and rank their potential use in VT - DONE • Craft a document outlining potential "GIS Governance Models".