

MD iMap Technical Committee Meeting Minutes

Place: Maryland Department of the Environment (MDE): Terra Conference Room (Baltimore, Maryland)

Date: 10/20/09

Time: 12:58 PM – 2:39 PM

Attendees: *This information was not recorded for this meeting.*

Summary: *The following minutes cover the notes that were taken during the MD iMap Technical Committee meeting that was held at location, date and time period noted above. This document is published for reference purposes only, and any questions as to its contents must be directed to either the Maryland State Geographic Information Officer (GIO) or the co-chairs of the MD iMap Technical Committee.*

AGENDA:

- Review of October 6, 2009 Meeting Minutes
- Discussion and Review Re: GIS Subject Matter Stat
 - Latest version of Subject Matter Stat Content
 - PowerPoint presentation review
 - Review of New Timeline for GIS Subject Matter Stat
 - MD iMap Executive Committee Meeting, hosted by DNR
 - October 28, 2009 9:00 AM to 11:00 AM
 - GIS Subject Matter Stat
 - October 29, 2009 9:30 AM to 10:30 AM (1 HR.)
- MD iMap Document Status
 - Review Changes to Data Submission Policy
 - Service Submission Policy / Fact Sheet
- Framework Layer Prioritization – Data Production and Utility
- Other Business
- Next Steps / Action Items

MEETING NOTES:

- TOPIC #1: Review of September 28, 2009 Meeting Minutes
 - *Send updates to Graham via email.*
- TOPIC #2: Discussion and Review Re: GIS Subject Matter Stat
 - SUB-TOPIC 1: Latest version of Subject Matter Stat Content
 - Full Executive Committee was not in attendance.
 - But the main topic was that we have an hour of the Governor's time.
 - GIS in organizations
 - How many Full-Time GIS staff
 - How many Part-Time GIS staff
 - MD iMap
 - Strengths of iMap
 - Weaknesses of iMap
 - Governor's Office has a copy of the Memo prepared by the MD iMap Technical Committee

- Governor will be prepped on this document prior to the meeting.
 - Graham noted that Beth commented on the fact that the meeting focus on the most important (2 – 5) items.
 - Local Government Representation
 - Kenny noted that he decided to include a local government representative to attend the meeting.
- SUB-TOPIC 2: PowerPoint presentation review
 - *This presentation will be sent to the Governor's Office Monday (10/26/09) afternoon.*
 - 10-Minute Demo (this will occur in the middle / end of presentation with Governor)
 - Governor has seen and approves of the Viper Tool developed and used by Virginia.
 - EMMA Tool (*Governor has seen this tool*)
 - Where are the centers where you get the H1N1 vaccine?
 - PowerPoint Presentation
 - “One Maryland, One Map”
 - Build and strengthen resources.
 - Listing of all partners who have been actively engaged in putting resources / datasets in to MD iMap.
 - For example:
 - MD iMap Executive Committee
 - MD iMap Technical Committee
 - DNR
 - MES
 - MDP
 - MDOT
 - CGIS
 - DBED
 - DOIT
 - DHCD
 - MHD
 - Baltimore County
 - Baltimore City
 - Cecil County
 - Frederick County
 - Lancaster County
 - New Castle County
 - MSGIC
 - Etc.
 - What is iMap? (*not just the viewer*)
 - 3 - Parts
 - Data
 - Actual Computer Infrastructure (Desktop / Server)
 - Viewer / Application
 - List of Issues (*that need to be presented to the Governor*)
 - *These slides will be used as the Governor comments on the need to discuss the issue(s).*
 - Made note of the Partnership and Funding models.
 - What we have and what we don't have...

- Wants / Needs
 - Want the best available data.
 - Need the funding to “maintain” iMap.
 - *Comprehensive approach to the numbers board to acquire funding for iMap.*
 - Need for the Governor to select the most appropriate actions.
 - **Need sustainable funding** (to keep the servers running).
 - Need data to populate the servers.
 - Want to get more agencies using the system.
 - Want a standardized viewer to enable a quick and easy start-up.
- MOU’s, License Agreements, etc. – *High Priority*
 - There is inconsistent language in the MOU.
 - There is inconsistent language in the License Agreements.
 - These are both needs.
 - Need to have one, standard MOU between the State and the local governments.
 - These would detail who is responsible for what and who owns what.
 - The Governor will need to buy in to this concept and help us sell it to the State Agencies and Local Governments.
 - Enterprise License Agreement (ELA)
 - *This probably won’t be discussed during this meeting, but the Governor does know the ESRI has proposed an Enterprise License agreement for the State of Maryland.*
 - Doug Adams noted that Baltimore City is currently working on their own Agreement, but knows that the City can get in on the Statewide Enterprise License Agreement.
 - We do have a budget issue now, and the Enterprise License Agreement for the State will be approximately \$1,000,000.00 annually.
 - Kenny noted that between all of the State Agencies in Maryland, we are paying approximately \$500,000 annually.
 - We do want the most cost – effective approach for the State.
 - If this is done, you WILL need an office to help to manage this agreement.
 - Procurement Dept.
 - Help Desk Dept.
 - Software Tracking Dept.
- GIS in Emergency Management
 - Decision making tool for the E-911 professionals.
 - State
 - Local
 - *There is a working group forming for this effort.*
 - *Kenny noted that a **BLOG** exists for this effort.*
 - “Developing GIS Working Group to work with the Emergency Management Community to Define Requirements.”
 - *Added this text to the PowerPoint presentation.*
 - Want / Need
 - EMMA Tool

-END MEETING-