

MD iMap Technical Committee Meeting Minutes

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

Date: 02/15/11

Time: 1:00 PM – 3:00 PM

Attendees: Rowland Agbede (MDA), Ashley Buzzeo (CGIS), Jim Cannistra (MDP), Kevin Coyne (DNR), Chris Holub (Dewberry), Steven Fabijanski (CGIS), Bill Fearington (DJS), Scott Jeffrey (CCBC), Julia Lukens (DBED), Frank Siano (MDE), Brad Spittel (BMC)

AGENDA:

- 1:00 – 1:05 Introductions
 - 1:05 – 1:35 Technical Committee Annual Summary – Jim Cannistra
- 1:35 – 1:40 Application Subcommittee Updates
- 1:40 – 1:45 Data and Resources Subcommittee updates
 - 1:45 – 2:15 MD iMap Gazetteer Service Review/Update – Ashley Buzzeo
 - 2:15 – 2:45 arcgis.com My Maps Demo/Discussion – Brad Spittel
- 2:45 – 2:50 Outreach Subcommittee Updates
- 2:50 – 2:55 Security Subcommittee Updates
- 2:55 – 3:00 Other Business

ACTION ITEMS:

Description:	Date Assigned:	Follow Up By:
“Mini” Annual Report for Technical Committee 2010 <ul style="list-style-type: none"> • Update PowerPoint with edits • Conference call with Kenny Miller before Exec. Comm. meeting • Outline, summarize 2010 accomplishments, unfinished business and new initiatives • Prepare approximately 10 PowerPoint slides for presentation to Executive Committee 	Updated: 2/15/11; 1/18/11 Submitted: 1/4/11	Jim Cannistra; Ashley Buzzeo; Co-chairs
Statewide GIS Strategic Plan	Submitted: 1/4/11	GIO
<ul style="list-style-type: none"> • Check for access of Exec. Comm. SharePoint site for Tech. Comm. Co-chairs 	9/7/10	GIO
ArcGIS 10 Migration <ul style="list-style-type: none"> • CGIS is testing implications of migration • Further discussion is necessary concerning this topic 	Updated: 11/16/10 Submitted:	Technical Committee

	9/21/10	
Application Subcommittee:		
Description:	Date Assigned:	Follow Up By:
Developer Contact List <ul style="list-style-type: none"> List to be developed Compile developer point of contact list 	Updated: 12/21/10 Submitted: 11/16/10	Application Subcommittee, Kaushik Dutta
Agency Agreement Concerning Posting of Code on MD iMap Portal <ul style="list-style-type: none"> See what documentation exists at other agencies 	Submitted: 10/19/10	Technical Committee
Agency Agreement Concerning Posting of Code on MD iMap Portal <ul style="list-style-type: none"> Check for documentation available from existing open API agreements 	Submitted: 10/19/10	CGIS
arcgis.com My Maps <ul style="list-style-type: none"> Work with the product and come to next meeting with feedback 	Submitted: 2/15/11	Technical Committee
Rapid Application Prototype <ul style="list-style-type: none"> Proposal updates being implemented CGIS to provide updated proposal based on comments CGIS provided proposal for review and comment CGIS to provide updated cost/hours estimate based on results of Q&A and discussion conducted during 10/19/10 Tech. Comm. meeting CGIS to provide cost/hours estimate by next Tech. Comm. meeting Obtain pricing, based on specifications of application, from CGIS and MES <p>Email has been sent out to CGIS and MES from Kenny Miller – awaiting response</p> <ul style="list-style-type: none"> Consolidate list of requirements for a rapid application deployment option (Phase 1) Email consolidated list of requirements to Tech. Comm. <p>List has been generated and is available for review</p>	Updated: 12/21/10; 12/7/10; 11/16/10; 10/19/10; 10/5/10; 9/7/10 Submitted: 7/12/10	GIO, Application Subcommittee, Technical Committee
Flex Code Acquisition for MD iMap Portal <ul style="list-style-type: none"> Meeting to be scheduled to discuss next steps Excel spreadsheet inventory being produced by CGIS and MES Actively being pursued Obtain Flex code from CGIS and MES for MD iMap-based applications 	Updated: 1/4/11; 12/21/10; 12/7/10; 11/16/10 Submitted: 10/19/10	Kaushik Dutta
Comment on Developer's portion of MD iMap Portal <ul style="list-style-type: none"> Review and provide email comments to Lisa Lowe concerning developer's page that has been added to the MD iMap Portal 	Submitted: 8/4/10	Technical Committee

Data & Resources Subcommittee:		
Description:	Date Assigned:	Follow Up By:

Point of Interest/Place Name Geocoder <ul style="list-style-type: none"> Ashley Buzzeo will work with Brad Wolters to determine if this composite geocoder will meet these additional search criteria needs 	Submitted: 1/18/11	Ashley Buzzeo; Brad Wolters
WFS Services <ul style="list-style-type: none"> Agency sharing policy needed; Exec. Comm. to be consulted 	Submitted: 1/18/11	GIO; Exec. Comm.
WFS Service Testing <ul style="list-style-type: none"> Follow up concerning process testing and provide feedback to Tech Comm 	Submitted: 1/4/11	Ashley Buzzeo, Brad Wolters & Frank Siano
Web Mercator Data Service Projection <ul style="list-style-type: none"> Assess costs in labor and storage for creation of MD iMap data services (except imagery) in Web Mercator projection 	Submitted: 1/4/11	CGIS
Metadata Services <ul style="list-style-type: none"> Forward electronic list to group Updated list to be provided by Friday, 1/7/2011 Updated list to be provided at 1/4/2011 meeting Remaining “offenders” actively being pursued Resend email to “offenders” to complete metadata Email resent and follow-up by Kenny Miller to occur <ul style="list-style-type: none"> MDP has provided metadata for all their services on MD iMap Follow-up concerning how to obtain the missing metadata for services currently being hosted on MD iMap Email sent to Kenny Agency leads from Tech. Comm. to make progress <ul style="list-style-type: none"> Direct contact of data owners A listing of services for which metadata is needed was provided. It was discussed that some metadata may not be available from the data producers. This is especially true for parcel data. Metadata at the service level will be written by MDP for parcel data to go along with the MD iMap refresh process 	Updated: 1/18/11; 1/4/11; 12/21/10; 10/5/10; 8/3/10; 7/12/10; 6/22/10; 5/18/10 Submitted: 4/20/10	Data and Resources Subcommittee; Co-chairs
Cached Map Services <ul style="list-style-type: none"> Draft email to be sent out concerning changes to on-demand/cached services 	Updated: 12/7/10 Submitted: 11/16/10	Data & Resources Subcommittee Chair
Basemap Template Upgrade/Gazetteer Service Update <ul style="list-style-type: none"> Submit additional comments for updates to Ashley Buzzeo Obtain most up-to-date county boundary from SHA Add state and county boundaries and Interstate and US Highways for all states adjacent to Maryland and NJ Comments for changes should be sent to Ashley Buzzeo Meeting to be scheduled to discuss next steps Upgrade basemap using Esri template 	Updated: 1/4/11; 12/21/10 Submitted: 10/19/10	CGIS; Data & Resources Subcommittee
Google Urchin <ul style="list-style-type: none"> Check with Lisa Lowe to make sure she is able to handle additional 	Updated: 12/7/10;	GIO; CGIS;

<p>questions that might come through the contact links from the Portal page (Tech Comm Co-Chairs)</p> <ul style="list-style-type: none"> • Contact Ashley Buzzeo, Scott Jeffrey or Brad Davis with additional comments and clarifications needed to be included in the reports, so they are understandable to those viewing reports from the Portal (Tech Comm) • Manual has been generated for extracting web analytics from Google Urchin • Manual submitted for review by Technical Committee • Actively working on clarifying categories to be included on report • Provide categories to be included in statistical output report <p>Categories have been provided to CGIS by GIO Meeting to address scheduled for 9/22/10 at CGIS</p>	<p>11/16/10; 10/5/10; 9/21/10</p> <p>Submitted: 9/7/10</p>	<p>Technical Committee</p>
<p>Community Mapper</p> <ul style="list-style-type: none"> • Revisit in 6 months <ul style="list-style-type: none"> ○ How many counties were approached? ○ How big is the hole of Maryland? • State of MD will not be participating in program based on inability to sign agreement based on Esri's current terms 	<p>Updated: 10/19/10; 10/5/10; 9/21/10</p> <p>Submitted: 9/7/10</p>	<p>Technical Committee</p>
<p>Application Submission Documentation</p> <ul style="list-style-type: none"> • Review and provide comments to CGIS 	<p>Submitted: 11/16/10</p>	<p>Technical Committee</p>

Education & Outreach Subcommittee:		
Description:	Date Assigned:	Follow Up By:
<ul style="list-style-type: none"> • Link to Merlin needs to be added to MD iMap Portal webpage 	<p>Submitted: 12/21/10</p>	<p>Lisa Lowe</p>
<ul style="list-style-type: none"> • Discuss adding a feedback button to MD iMap Portal webpage 	<p>Submitted: 12/21/10</p>	<p>Outreach Committee; Lisa Lowe</p>
<p>Email Blast</p> <ul style="list-style-type: none"> • Generate an email including a brief explanation of the Tech. Comm's vision and the Portal web address • Blast email to extended GIS community • Include updated Vision document 	<p>Updated: 9/7/10; 5/18/10</p> <p>Submitted: 4/20/10</p>	<p>Outreach Subcommittee</p>
<ul style="list-style-type: none"> • Recruit participants • Obtain feedback concerning how to improve upon current outreach strategies • Email potential new members directly 	<p>Updated: 5/18/10; 4/20/10</p> <p>Submitted: 3/16/10</p>	<p>Outreach Subcommittee</p>
<ul style="list-style-type: none"> • Proactive Marketing of MD iMap 	<p>Submitted: 9/21/10</p>	<p>Outreach Subcommittee</p>

Security Subcommittee:		
Description:	Date Assigned:	Follow Up By:
Charter <ul style="list-style-type: none"> • Generate a charter 	Submitted: 12/7/10	Security Subcommittee
Security Model <ul style="list-style-type: none"> • Additional documentation needed to address: <ul style="list-style-type: none"> ○ Cost of Delay ○ Justification of security (limitations, efficiencies) ○ Needs Assessment to determine groups and definitions • Schedule meeting for Friday, October 22, 2010 to formalize document and format presentation for October 27, 2010 Exec. Comm. meeting • Generate detailed document and presentation for October 27, 2010 Exec. Comm. meeting • Document for presentation to Exec. Comm. at Oct. meeting • Demo accompanying document to Exec. Comm. at Oct. meeting • In progress, to be submitted by next Tech. Comm. meeting (10/5/10) 	Updated: 10/27/10; 10/19/10; 9/21/10 Submitted: 8/3/10	Security Subcommittee

COMPLETED ACTION ITEMS:

Description:	Date Assigned:	Follow Up By:
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Introductions

- *Round-the-room.*

Technical Committee Annual Summary – Jim Cannistra

- MD iMap stat is everything of an application not standing on infrastructure
- Add hours to stand up a new service
- MD iMap Fact Sheet – quantity efforts
- Add dollar amounts of most popular map services
- Add hours outside of meeting hours (average and multiple by billable hours)
- “Call out” non-participating state agencies based on Executive Order – find a subtle way to do this
- Key Needs: highlight Executive Committee direct involvement and move funding to top
- Action Item: Update PowerPoint with edits and conference call with Kenny Miller between now and next Wed. – Jim Cannistra and Co-Chairs

Application Subcommittee Updates:

- Friday, Feb. 18 @ 10a.m. – MES, CGIS, MDTA to meeting concerning developer portion of Portal
- Compiling developers list
- Documentation for developers submitting code, what code is out there

Rapid Application Prototype

- arcgis.com might meet our needs today, rather than putting something together that’s unique to Maryland

Data & Resources Subcommittee Updates:

Gazetteer Update (PowerPoint Available)

- cut out centerline down Chesapeake Bay
- Non-MD county boundaries are too cluttered – recommend leaving these off the map
- Should basemap be authoritative datasets or cartographically pleasing?
 - Authoritative is what is being used, but doesn't line up
- Still debating if parks should be included and military bases
 - Argument is that other basemaps (Ex. – Google, BING) do not include all of these additional layers that visually “clutter” the basemap
- Running list of errors to get corrections to data owners for improvements
- Cartographic review, use more scales, etc

arcgis.com My Maps Demo

- Basemap selections, MD iMap basemap is an option → search for Gazetteer, click and add as basemap
- Search for data options: by arcgis online, by a server
- How do certain MD iMap services look through arcgis.com?
 - Legends skewed
 - Metadata missing
- Not all results are viewable through arcgis.com because shapefile geometry turned off
- Ability to save map
- Share with everyone to embed in web
 - Copy html code to notepad
 - Add html tags in notepad
 - Embed in website template
- Clicking on a shared or embedded map takes users to arcgis.com, no global account needed
- Share, options for web wrappers
 - Sends folder with package file and setup instructions
- Create MD iMap template with instructions for wrapping around new web maps
- Web map = <unique numbered id> and unchanging, so it can be referenced in other places for inclusion
- Need to explore adding tools
- Share through Facebook and Twitter are options
- Manage how and what MD iMap services come through to arcgis.com
- No tool to get data from shapefile into web application
- Geocode tool, push out as KML and/or GeoRSS feed more valuable for funding (focus funding)
- Package for downloading and applying Maryland branding
- Tools are limited at this time
- Action Item: Technical Committee members work with the product and come to next meeting with feedback

Outreach Subcommittee Updates:

- GIS in Business Conference – March 18, 2011
- MSGIC Booth
 - MD iMap Fact Sheet
 - Streaming presentation
- Action Item: Put together fact sheet for edits for next meeting – Scott Jeffrey

- **TUgis Conference Presentation**
 - How to submit data?
 - How to participate?
- **Companies that want their data on MD iMap infrastructure – What are the costs?**

Other Business:

Ramona

- **How to get state agencies contributing?**
- **Use profile for who should be contacted for a layer**
- **Public Safety/Emergency Management data inclusion push right now**
- **How does an agency handle additional requests that might be generated by submitting data into system?**
- **Resource if disaster may occur to have central location of contacts for data ownership**

Executive Committee Agenda Ideas

- **Ramona**
- **Annual Report**
- **Orthos**

-END MEETING-