

DGDC Executive Council Meeting Minutes
October 20, 2011
10:00 a.m.
Room 133, Haslet Armory
122 William Penn Street, Dover, DE

ATTENDANCE

Executive Council Members

- Connie Holland, OSPC,
- Bill Hickox, DTI
- Patrick Susi, NCC
- Megan Nerhbas, SC
- Lillian Wang, UD/DGS
- Deborah Sullivan, DNREC
- Darin Dell, DeIDOT

Other Attendees

- Dorothy Morris, OSPC
- Laura Simmons, OSPC
- Kim Cloud, DTI
- Sandy Schenck, DGS
- John Laznik, UD/CADSR

Welcome and Introductions

Connie Holland started the meeting at approximately 10:00 a.m. with a welcome and a round of introductions.

Approval of July 20, 2011 Meeting Minutes

Darin Dell made a motion to approve the [July 20, 2011 meeting minutes](#) (PDF) with changes. Deborah Sullivan seconded the motion and it passed, unanimously.

DGDC Committee Reports

Conference Committee

The "Save the Date" postcards have been sent. The Committee will be calling for abstracts, and vendors will be able to register online.

GIS Day is coming up and there are 244 students going to be in attendance.

They may need additional volunteers.

Tech Committee

Kim Cloud, deferred report to Old Business.

Transportation Committee

MOU is in the works for routable centerlines, will have an update during next meeting.

Federal Committee

No Report.

Old Business

Orthophotography Project

It was been determined that Sussex and Kent Counties orthophotography flown will not be accepted. They will be re-flown in March 2012 and the State will be contacted before the flight for approval. New Castle County is working to find funding for a flight as well. This will put all three counties updating at the same time. It was discussed that Lidar was added to RFQ and now there is talk about trying to get funding for infrared as well (Josh is looking into this). Sandy noted that DGS may have some Lidar funding available. Debbie Sullivan noted that landuse/landcover usually done, but may have to be completed in house.

New Business

Update on Stateline Routable Centerline

MOU has been written DelDOT moving forward with this project. Additional information will be given as it becomes available.

NSGIC Annual Meeting Report

Sandy discussed the E-911 Board, point files and address files poses problem with where person may be on a property (i.e. a large farm has one address but multiple barns. The person could be calling from a barn but GPS will not distinctly point this out). Megan commented that in Delaware the tax goes to 911 fund to help resolve issues. The board determines what to do with the money and establishes a five year plan for the money received.

Sandy also discussed the census partnership for states to maintain Master Address File (MAF). Title 13 says we can give them data but they cannot give us personal information. They can give us ONLY addresses, no names etc. It was discussed that this should be discussed further with Delaware's Census representative. With E-911 Board money funding this, contract needs to be established to ensure there isn't an overlap of information/duplicate efforts.

Enterprise GIS

Bill Hickox reported that Phase I is the consolidation of licensing. DTI paid for licensing and recouped money then started central repository for data.

Phase II is the consolidation of infrastructure. Agencies have their own front end and that data sits on top the repository. Bill stated they are finished phase I and to date have not moved into phase II because of budgetary restraints. They hope to begin moving into phase II soon. DTI is also looking into technology offered by ESRI in which they put the data into clouds and the clouds are paid for through subscriptions. This would allow e-gis to move forward on a pay-as-you-go basis. Representatives from DTI are currently working with ESRI on how this would work and the agreements that would be needed.

Open Comment Period

Connie discussed the fact that there seems to be a lot of committees, however, not all committees are reporting. This leaves the Executive Council not knowing what is going on with each committee. Per Sandy, committee reports are supposed to be given during the DGDC meetings; however, this is not the case. It was discussed that it should be determined what committees are still active and a written report should be sent to Dorothy Morris before each DGSC agenda so that the report can be included into the agenda. This will also help track the committees that are not meeting regularly so that we can get them back on track.

Bill Hickox presented that the larger issue within the picture is that the DGDC Executive Council has become a proxy executive committee. The first meeting of the DGDC was attended by the Cabinet Members and the County Executives. Since then it has become only proxy's. Issues cannot be worked out and voted because Proxy's do not feel comfortable voting on issues they have not discussed with their secretaries/administrators.

Discussion was decided that meeting should be called when approvals are needed and/or issues need to be addressed. Sandy suggested that the first step is to send the Council Members an e-mail. Have them come to a short meeting and address this issue.

After much discussion it was agreed that Dorothy Morris and Connie Holland would review the Del Code to determine the specific functions of each group. Connie stated that the DGDC Executive Committee should not meet unless there is a specific issue to be addressed as the county administrator and the

cabinet secretaries do not have time to meet to just get updates. In addition, it was discussed that the DGDC Committee functions more as a user group.

After additional discussion, Connie stated that she would like to see the GIS function as follows:

The DGDC functioning as more of a user group

A core group of members, similar to those people who are attending this meeting) functioning as a steering committee to deal with everyday issues.

Work to re-establishing the DGDC Executive Council to meet when decisions need to be made. Connie would like to invite all Executive Council members to the next Cabinet Committee on State Planning Issues Meeting to discuss.

Connie stated that the Cabinet Committee on State Planning Issues still needs to receive a report on the possibility of a GOI. Bill Hickox discussed how DTI is handling the consolidation of resources for GIS and Connie asked if they could meet to begin to get a presentation and/or report together for the next Cabinet Committee on State Planning Issues meeting.

Lillian Wang made a motion to adjourn the meeting. Bill Hickox seconded the motion and it passed unanimously.