

DGDC Meeting Minutes

May 8, 2013

Attendance List:

Bruce Allen.....	DeIDOT
Roger Barlow	USGS
Don Berry	DOE
Mark Biddle	DNREC
Bryan Bloch	DNREC
Rick Camcon.....	City of Milford
Kim Cloud.....	DTI
Darin Dell	DeIDOT
Mike DelTufo	DeIDOT
Jay Gerner	DeIDOT
Jeremy Gibb.....	City of Dover
Bernie Gilbert	DeIDOT
Jim Hoff.....	DAFB
Matthew Laick	DSHS
Danielle Lamborn	Kent County
Matt Martini	ESRI
Thomas Match.....	City of Milford
Dan McIntire	Axis Geospatial
Ben Mearns.....	UD-IT
Noemi Mendez	US Census
Nicole Minni.....	UD-IPA
Miriam Pomilio.....	OSPC
David Racca.....	UD-CADSR
Mollie Raley.....	DeIDOT
Sandy Schenck	UD -DGS
Eddie Starr	Pictometry
Justin Tan	DOE
Josh Thomas.....	DeIDOT
Mike Townshend	DNREC
Art Walker	USDA-NRCS
Lillian Wang.....	UD – DGS
George Yocher.....	DHSS-DPH

Welcome & Introductions

Miriam Pomilio started the meeting at 9:05 am. She welcomed everyone to the meeting and introductions were made.

Approval of February 2013 Meeting Minutes

Roger Barlow made one correction to the February 2013 meeting minutes: the ESRI Federal User Conference was held in D.C. not Baltimore. Miriam noted that change would be reflected in the final meeting minutes. **Roger Barlow made a motion to approve [February 13, 2013 meeting minutes \(PDF\)](#) pending that correction.** Josh Thomas seconded the motion and it passed, unanimously.

Regional GIS Conferences

NSGIC Mid-Year Conference – Miriam and Kim Cloud attended this conference in Annapolis, MD. Miriam reported there was a robust agenda with a lot of presentations on how GIS is being used with emergency response. There were also several presentations on the topic of Addressing for the Nation. Miriam also noted there was a great presentation by New York about Return on Investment (ROI) for their aerial

imagery. Mark Biddle of DNREC said this is something we should look into for Delaware. This is a link to the presentation given at the NSGIC Meeting: http://www.nsgic.org/public_resources/03_Faught_NYS-orthoimagery-ROI.pdf.

TUGIS – Several folks from Delaware attended this conference in March. Nicole noted that the format of the TUGIS conference was changed from a multi-day to a single day with a much lower price. Attendees found the lightning talks very interesting as well as the ESRI Learning Lab. There were many interesting presentations. Kevin Holmes, along with the Maryland Department of Planning (MDP) and Noemi Mendez, presented information about the inception, process, methodology of incorporating local GIS datasets into the MAF/TIGER system through the GSS-I. Kevin spoke to Debbie Sullivan about providing a similar session at the 2014 Delmarva GIS conference.

ESRI Federal User Conference – Roger reported attendance was down at this conference, including Federal participation which was down due to the sequester. Exhibitor space was not as extensive as in previous years. Art Walker attended just one day but liked the job expo and reported the ability to create a GIS Collector card which outlined your job (along the lines of a baseball trading card).

Coastal Geo-Tools – This conference was canceled – in part due to the Federal sequestration as well as outfall from the GSA conference.

ESRI User Conference – Scheduled for July 8-12, 2013 in San Diego, CA. Several Delaware folks plan to attend this year.

Pennsylvania GIS Conference – Scheduled for June 3 – 5, 2013 in State College, PA. Matt Martini, of ESRI, recommends attending this conference to see what’s happening in Pennsylvania.

GIS in Transit Conference – Scheduled for Oct 16-18 in Washington, D.C.

NSGIC Annual Conference – Scheduled for October 27-31, 2013 in Kansas City, MO. Miriam plans to attend.

GIS Data Consolidation

Miriam Pomilio provided an update of the ongoing contract with ESRI to develop an Enterprise GIS system for the State of Delaware. In January, an ESRI system designer met with DNREC, DelDOT, DTI, DSHS and OSPC to evaluate the system needs and existing infrastructure and scope of the project. ESRI has provided a system architecture design document to the State.

In March, Shara Hollis of ESRI met with DNREC, DelDOT, DSHS, OSPC and DTI to go over the data requirements for the 25 Proof-of-Concept data layers. ESRI has provided the State with a spreadsheet of the data requirements with a few questions for the State to answer.

DTI has assigned a Project Manager for this project and will begin to work through the details needed to get the project rolling. The first step is to prepare a High Level Requirements document for the project. DTI has delivered a draft of that document to OSPC and ESRI. The next document to be prepared is the Statement of Work. DTI is still working on the Statement of Work document. Once these two documents are completed and signed by OSPC, DTI and ESRI then DTI will begin building the system.

Sandy Schenck questioned what this project is being called. Miriam indicated she is calling it the Central Data Consolidation project, because this is where the State will store all the geospatial data and provide access and services from one location. Sandy further questioned if this new system will replace DataMIL and the Geospatial Data Exchange. Miriam indicated the hope is that this would be the case. ESRI has reviewed both of those systems and prepared a report for the State regarding that matter. Miriam will provide a copy of that to interested parties. The one item the State still needs to address is how to handle metadata for the new system. There are a few options, one being GeoPortal (an ESRI freeware). Sandy noted that DataMIL uses GeoNetwork for metadata dissemination and it’s harvested by GOS. However, an interface would need to be developed to use that software.

Miriam emphasized this is the Proof-Of-Concept project at this point. The full system can be built upon this initial Proof-Of-Concept system. The second Phase of the ESRI project is to develop a few “off the shelf” ArcGIS Online applications that can showcase the datasets we selected and engage the Cabinet Secretaries and the Governor to understand how valuable this type of system is to the goals of every agency.

There are still questions as to whether the full implementation will require a Business Case through DTI at this point. Miriam asked DTI to discuss this now rather than after the Proof-Of-Concept so as to not delay full implementation.

Federal Update

There were several Federal agencies present at the meeting and below is a summary of their updates:

US Air Force (DAFB) – Jim Hoff reported that the base is busy mapping utilities, roads and doing surveys on and off base. They are simulating airport crashes and what potential hazards are associated with that incident.

USDA/NRCS – Art Walker reported that his office is just upgrading to ArcGIS 10 and he is installing software and making sure the workers are up to date and providing training documents.

US Census – Noemi Mendez reported that Kevin Holmes and she will be rotating through meetings as funding for travel allows.

It was recently learned that due to budgetary restrictions, the 2014 Boundary and Annexation Survey (BAS) will not be taking place. Talking points are being developed by HQ staff regarding implications to local governments and resultant effects on 2014 data publications. GSS-I Phase 2 file acquisition began last month, and we were able to obtain address point and centerline data from New Castle County via Sandy Janowski (thank you!). The files have been sent to HQ for further data analysis and field mapping.

Census Headquarters indicated they are going to try and close out Delaware for GSS-I processing by acquiring data for Kent County. File acquisition should begin over the next week or two.

USGS – Roger Barlow updated the group on the NAIP flights for aerial imagery, they've decided not to fly them for 2013, but there is a move to fly them on a priority basis for some states. USGS put three-quarters of a million dollars into this and the northeast is one of its priorities.

Roger also updated us on the coordination of LiDAR Acquisition for the areas affected by Hurricane Sandy. Roger has been coordinating with Delaware and Dorchester County, MD to put together a proposal to fly new LiDAR. The proposal was submitted last week and between Delaware State agencies and Dorchester County MD, we were able to put \$201,000 in match together. We anticipate hearing whether or not this proposal is granted funding my mid-May. If we are fortunate enough to be granted funding, the match funding would be signed by mid-June and acquisition would be between Thanksgiving and Christmas of 2013.

Josh Thomas of DeIDOT noted that the specifications on this potential LiDAR met or exceeds the basic needs of Delaware for future LiDAR. The proposed LiDAR provides greater accuracy and tide coordination. Roger noted that the deliverables would be raw points, Bare Earth points (classified), and a 1 meter DEM. Roger also noted that if we wanted we could develop contours to 1 foot intervals with the level of this LiDAR.

Delaware will need to look at post processing options for the data, but if we are fortunate enough to get the grant, it will be a big cost savings for the State. Roger thanked all the agencies that contributed to

the match funding: DeIDOT, DNREC and DGS and expressed his appreciation for working so well together.

University of Delaware Update

Dave Racca from UD provided an update on several of the projects he has been working on with DeIDOT. He has been working with Mike DuRoss from DeIDOT to look at and model various land use scenarios, and allocation of future development at the parcel level. This project also takes into consideration DPC housing unit totals by county and census planning district. The goal is to come up with a parcel based land use model for use in transportation planning. Dave also has been working with the State Fleet data looking at speeds and hundreds of measurements per day over a year cycle. This would help improve the routable network with more accurate data of travel times for various time intervals.

Miriam noted there are probably many academia related initiatives that we should hear about and recommended adding Academia Updates to the agenda in future meetings.

Action Items

Land Use Land Cover Data for 2012

Miriam reported that she has received preliminary word that WILMAPCO will be awarding OSPC the remaining grant funds needed to acquire the LULC dataset. Delaware Forestry and DNREC Watershed have committed funding and DNREC has agreed to use the cost savings from their contribution to the NCC aerial imagery for the LULC data development. Miriam further stated that she has to go through Clearinghouse for the grant from WILMAPCO and has started the process and is on the agenda for their July meeting. Once the grant is through Clearinghouse, we can release the RFP. Meanwhile, OMB has begun setting up the GIS Data Fund for this and future data acquisition projects.

**ACTION ITEM: Get WILMAPCO grant through Clearinghouse and then release RFP.
Anticipate this to be completed in July/August 2013.**

Dedicated Future Funding Account for Ortho-Imagery, LULC, LIDAR

Josh Thomas reported the subcommittee put out an RFI, thanks to support from DSHS, and got back about 10 estimates on the datasets of interest. OSPC put all the estimates in a spreadsheet format to have a more concise overview and determine a statistical average of all the estimates. The group will be meeting with representatives from OMB Financial and GSS Contracting next week to discuss the best way to set up the fund and contract for this type of venture. It's the first time a coordinated effort for future funding of data has been explored in this detail. Once some details in how to set up the fund and contract are ironed out, Josh and Bruce will layout the framework for our marketing strategy and the group will put together a presentation and one page Fact Sheet. This marketing package will be presented to the Cabinet Secretaries for their approval. Matt Laick at DSHS has gotten buy-in from his Secretary to help us get this in front of the other Cabinet members.

Matt Laick expressed his appreciation of how well this group effort has been working. Don Berry stated that this is great, it's something we've been working towards for 20 years and if we can get this done, it

will be a huge success for GIS in Delaware. Don noted that with the Central Enterprise structure our timing is good for this initiative.

Miriam stated that we are working with the State agencies at this point, but we aren't excluding outside funding sources for this long term funding solution. It is hoped that non-state agencies (counties, universities, etc.) will also support this initiative as well.

There was a discussion about the bottom up approach and talking to your Secretaries now in advance of the presentation so they are aware of the initiative. The group is still exploring the appropriate way to handle the funding and the contract.

ACTION ITEMS:

- **Meet with OMB and GSS about fund set up and contracting for data acquisition.**
- **Josh Thomas will develop a Marketing Plan and Presentation with assistance from the working members of this group (DTI, DeIDOT, DNREC, OSPC, and DGS)**
- **Present to the Cabinet Secretaries**

Subcommittee Reports

GIS Day & GIS in Education – Nicole Minni provided a presentation regarding the GIS in Education (<http://mygeoworld.org/>) and the GIS Day subcommittees. Nicole indicated that DOE has developed a website where the educators can download ArcGIS software and learn more about how to use it now that Delaware has a K12 ELA in place. The website for this information is:

<http://www.doe.k12.de.us/infosuites/schools/mapping/esrik12p2.shtml>

The implementation team for the ELA continues to work with DOE, and the various other educators to work GIS into the curriculum. Nicole explained that GIS Mentors are needed to assist in the classrooms to assist teachers. They can either be presentations or assisting with lesson plans, but we need GIS professionals to volunteer their time. This would not be a big time commitment on the part of the Mentor – maybe a couple hours every three months or so. It would be on an as requested basis and the more volunteers she has to choose from the better we can serve all three counties. So if you're interested in assisting, please contact Nicole or signup today.

GIS Day is scheduled for November 20, 2013. Delaware will host their 6th annual field trip for 5th graders at the Dover Air Mobility Command Museum. Many fun hand-on activities are planned.

ACTION ITEM: If you would like to be a GIS Mentor for Delaware's educators please email Nicole at nminni@udel.edu

GIS Conference – Matt Laick stated the Delmarva GIS Conference is scheduled for May 8, 2014. The committee is reaching out to the surrounding counties to make this a bigger better conference. Miriam also noted that a new committee member has joined us from JMT.

Transportation – Bernie Gilbert from DeIDOT indicated that the transportation road network has incorporated all three counties at this point. He indicated that they are in the clean-up stage and should have a final data set in the near future. Miriam asked Bernie to give a presentation at the next DGDC meeting to show this transportation network.

ACTION ITEM: Bernie will continue to finalize the dataset for Transportation – with perhaps a demonstration/presentation at the next DGDC meeting.

Technical Infrastructure – Kim Cloud, Chair, reported DTI has the statewide license server for state agencies up and running. DTI is encouraging all the agencies to start using this but it is not required at this time. This new centralized server will be more efficient way of coordinating updates, etc. There will be a new pricing structure in the next year based on the use of the statewide licensing server. Kim also reported the new ELA with ESRI has been signed and is in effect.

Addressing – Miriam reported that OSPC and UD/IPA are working on the final document for Addressing in Delaware. The overall agreement was to use the process that DSHS currently uses to conflate all the county addressing point data into a single statewide schema for use by all agencies. This dataset would be accessible through the new centralized enterprise database.

ACTION ITEMS: Complete the Addressing document.

Life after DataMIL

DataMIL is going off line effective June 30, 2013. Miriam noted at the last DUG meeting that there were specific concerns about the availability of the historic imagery. Kim Cloud stated that she intended to load all the imagery into the Centralized Enterprise Database as soon as it is built.

Sandy Schenck provided some background information as to why DataMIL is being taken off-line. It boils down to the servers it runs on are 8 years old and failing. In addition, the technology on which it was built is so out-of-date; it would have to be completely overhauled. DGS also has no financial support and no personnel support for this effort because of previous mandated state budget cuts to DGS's budget, and subsequent shortfalls.

The original intent of the DataMIL was to generate Topographic Maps and gather edits and updates for base map layers. DGS is working towards being able to still offer Topographic Maps online, but will not be able to recreate the full DataMIL suite of services.

DGS moved all the base data into the Geospatial Data Exchange, with the exception of the raster images and aerial imagery, which were too large for that system.

With regard to the historic aerial imagery, Sandy mentioned that the Delaware Environmental Monitoring & Analysis Center (DEMAC) at the University is working on standing up those services now. He isn't sure when they will be available. DEMAC has already reproduced the DataMIL Tiled Data Download page for distribution of aerial imagery by tile (<http://demac.udel.edu/tiles/>). Miriam noted there is a disconnect between UD initiatives and the DGDC. It is hoped that UD will keep the GIS users in Delaware updated with any new services they provide.

Sandy noted that DGS has only received a handful of complaints regarding the demise of DataMIL and its services. Miriam mentioned that she also received a handful of questions/concerns as well. It was noted that most folks who utilize web services from DataMIL will never encounter the notification that the service is going to be removed since they are direct connections. After June 30, will be when we will know who is affected and perhaps if there are other implications.

Miriam indicated that the new Central Consolidation System will be the solution for all data services in the future. However, there is no deadline in sight for this system being operational. So until then folks will have to rely upon the Geospatial Data Exchange to gather their base map data.

Miriam noted that eventually ArcGIS Online will be used to serve similar functions to the DataMIL Map Lab. This will serve the general public and the contractors who currently rely upon Map Lab for their mapping needs.

How to Improve DGDC Meetings

Miriam started the conversation by noting she's heard several complaints that the DGDC meetings aren't valuable and she would like input on what works, what doesn't and what users would like to see at these meetings. The DGDC by code is mandated to meet quarterly and governed by the DGDC Executive Council. Miriam noted the Executive Council has not really met (except through the Cabinet Committee on State Planning Issues) since last year. Once the approval to move forward with the Central Consolidation System was obtained, there have been no other issues which require a decision from the Executive Council. Miriam noted that she did send out an update on the various initiatives some time last fall (October 2012).

DGDC itself is a user group community that will elevate items of importance and decision up to the Executive Council. There have been complaints for years that the Executive Council is not operating the way it should, with most Cabinet level members not attending. It was agreed that the structure and operation of the Executive Council should be re-evaluated to determine how it could function again.

Miriam then opened the discussion to the users for ideas. Nicole mentioned we should offer some training opportunities at the meetings. The Delaware User Group (DUG) may be the best fit for training opportunities. Should we combine the DUG with the DGDC? Have one all day meeting for both? Kim Cloud noted that it would be difficult to be away from the office for an entire day. Others noted it's best to travel to Dover once rather than multiple times. A suggestion was made to offer them both on the same day and folks could attend whichever interested them the most if not the whole day.

Ben Mearns from UD thought the agenda for DGDC meetings could be better organized, it seems to jump around. He felt we could be more focused on issues and governance in the DGDC meeting and leave training and presentations for the DUG meeting. He felt if we did that we could do a 4 hour meeting with 2 hours of DGDC business and 2 hours of presentation/training.

There was a suggestion to change/eliminate the Round Table discussion and just have an Open Forum for exchange of ideas and projects.

With little to no emphasis on GIS governance in Delaware the consensus was the DGDC committee has to set the pace and move forward. There was discussion regarding the Executive Council and how it's not functioning correctly and needs to be revitalized and/or reorganized to be effective. Miriam emphasized that it is probably best to not try and revitalize or reorganize the Executive Council at this point. Bernie Gilbert from DeIDOT thought that at the very least if we could put together a list of items the DGDC committee is working on to engage the Executive Council. Bruce Allen furthered that idea to be a Quarterly report to the Executive Council so they know what's going on even though there are no issues to bring before them for a decision, they will be aware of the issues being discussed. Bruce also felt it would be a good idea for DGDC to prepare a guide map of what they want to accomplish every

year to keep the committee moving in a positive direction. It was also suggested that DGDC do an Annual Report detailing all the accomplishments of the last year to show the great work we've been doing. Miriam asked if there were volunteers to help with the review and input for the Annual report. Bruce Allen, Darin Dell and Roger Barlow offered their assistance. It was also suggested that the committee chairs prepare reports on their progress.

Lillian Wang stated that Maryland has a very good GIS governance structure in place that Delaware can look to as a guide. Miriam noted that Maryland has a new GIO and he's been making great strides in forming a staff from various agencies to allow for coordinated efforts without hiring new staff. Roger noted that MSGIC is now a non-profit organization and that gives them a different status than the DGDC committee. Roger also noted that MACURISA works hand-in-hand with the NJ Geospatial Forum and help sponsor their GIS conferences. There are many role models to look to for Geospatial governance, but at this time, the administration does not seem receptive to that aspect, but are very supportive of the consolidation efforts for geospatial data.

Roundtable Reports on GIS Projects

There were no reports, as we were running late.

Adjournment

The meeting was adjourned at 11:55 am.