

**Cabinet Committee on State Planning Issues  
Haslett Armory, Room 219  
October 10, 2013**

**Minutes**

Committee Members Present:

Andrew Lippstone, Office of the Governor, Chair  
Connie Holland, Office of State Planning, Director  
Anas Ben Addi, Delaware State Housing Authority, Director  
Shailen Bhatt, Secretary, Delaware Department of Transportation  
Collin O'Mara, Secretary, Department of Natural Resources and Environmental Control  
Alan Levin, Director, Delaware Economic Development Office  
Karen Field Rogers for Secretary Mark Murphy, Department of Education  
Terry Pepper for Secretary Lewis Schiliro, Department of Safety and Homeland Security  
Bill Hickox for Director Jim Sills, Department of Technology and Information  
Bert Scoglietti for Director Ann Visalli, Office of Management and Budget  
Valarie Watson for Tom Cook, Director of Finance

Also Present:

Herb Inden, OSPC	Andrew Homsey, U of D
David Edgell, OSPC	Sarah Pragg, U of D
Stephen Bayer, OSPC	Josh Thomas, DelDOT
Laura Simmons, OSPC	Bruce Allen, DelDOT
Dorothy Morris, OSPC	Karen Horton, DSHA
Miriam Pomilio, OSPC	Matthew Ng, DelDOT
Kim Cloud, DTI	Carl Yetter, DNREC
Matthew Laick, DSHS	Debbie Sullivan, DNREC
Marti Dobson, DelDOT	Sarah Cooksey, DNREC
Ted Patterson, U of D	

I. Approval of Minutes

Following introductions, a motion was made by Chairman Lippstone to approve the draft minutes from the previous meeting of November 27, 2012. The motion was seconded by Terry Pepper and unanimously approved.

II. Update on Proof of Concept Enterprise Business Plan

Kim Cloud of DTI and Miriam Pomilio of the OSPC made a presentation regarding the status of the Proof of Concept Enterprise Business Plan.

Bill Hickox explained that at the last meeting DTI got endorsement from the Cabinet Committee on State Planning Issues to leverage the existing credits associated with the Enterprise agreement so DTI could have ESRI move forward on activity one which was to build the system infrastructure needed for a consolidated centralized enterprise GIS solution. Once that was completed, DTI began working on a proof of concept utilizing ARC GIS online to determine the success of the pilot program.

Ms. Cloud explained that during "Activity One" ESRI worked with State agencies to identify about 25 datasets for the proof of concept and evaluated the existing applications

to identify what services the State had and what they are trying to get to. ESRI worked to design and build the proof of concept database, loaded the data and created a work flow for loading the data and doing updates. During “Activity Two” ESRI completed the technical support for doing the hardware and software that was needed for the front end of the data, set up ARC GIS online, and to create a couple of the sample maps applications. At this time Activity One is 100% complete and Activity Two is 90% complete. Ms Cloud also discussed the agencies involved in the activities and what layers and information has been collected and configured for public use. She noted that all information available is already publicly available so there were no security concerns with using the data.

Ms. Pomilio showed the committee two of the story boards that have been created and how each site could be used by the public. These story boards included an application for Trails and Pathways and an application for Sea Level Rise and Inundation.

Ms. Pomilio explained that the applications were still in the testing stages for one more week to let everyone get a chance to review and determine if there were any issues. After that the State and ESRI will discuss lessons learned and, if there are no objections from the agencies involved, they will continue to move forward.

Mr. Hickox stated that the goal of this is to have agencies, through their normal course of business, update the information on the new site as data is available so this site always holds the “gold standard” of data available to the public. He further stated that he does understand that there will always be restricted data that will need to be housed in the agencies but this will ensure that the most up to data public data is available.

The next step is to get a commitment from the agencies to use this site and help maintain the data.

Secretary O’Mara stated that DNREC has been very involved with this process and is fine with the new site. He further stated that he is waiting to see this available on mobile devices.

Secretary Bhatt stated that DelDOT supports the concept but is working to finish out the test period to ensure all errors and challenges have been addressed.

Matt Laick of Safety and Homeland Security noted that his agency supports the new process 100% and having this data in one place will be critical for his agency as updating the data will become much easier when he can update in one place and it filters to all consumers.

Mr. Lippstone and Ms. Holland gave a huge thank you to all agencies involved in the process. Mr. Hickox noted that DTI will continue to give updates on the process but for now just wanted to know that the proof of concept will be embraced by all agencies before they move forward.

### III. Review and Approval of Draft Annual Report to the Governor

Herb Inden gave a brief overview of the Draft Annual Report to the Governor. Mr. Inden stated that much of the information in the report is gathered from local jurisdictions and

State agencies to determine where growth is occurring and if current State policies promote growth in the right areas and allow the creation of complete and healthy communities.

Mr. Inden discussed how the annual report focuses on the current building trends and highlights the work being done by the local jurisdictions to focus growth into areas where Complete Communities can be planned. Complete communities are areas less dependent on cars, have a range of housing opens and recreations options to make it a healthier place to live.

Chairman Lippstone asked that the agencies take the report back and notify Connie Holland or Herb Inden if they have any changes or additions to the plan. Ms. Holland stated that the plan is due to the Governor by the end of October so ask everyone to have comments back to her within 2 weeks so it can be finalized and to Governor Markell on or before October 31<sup>st</sup>.

During the presentation, the discussion of codifying the Population Consortium data was discussed so that all agencies are required to use the same numbers. Secretary O'Mara and Secretary Ben Addi discussed the importance of these numbers and Secretary Ben Addi asked for a presentation at the next meeting to discuss the population consortium numbers.

Connie discussed that the Strategies for State Policies and Spending would be update in 2015 and the Office of State Planning will begin the updating next year.

A motion was made by Mr. Lippstone; seconded by Mr. Pepper and unanimously agreed to adjourn the meeting.

The meeting was adjourned at 3:00 pm.

**Minutes Approved 9/30/14**  
**Minutes posted 9/30/14**