

Facilitating the sharing and coordinated use of spatially referenced data in Delaware

**Meeting Minutes
DGDC Meeting
9:00 a.m., October 21, 2008
House Hearing Room
Legislative Hall,
Dover, DE**

Attendance List:

Mike Mahaffie.....OMB
Renee DixonOMB
Doyle Tiller.....OMB/DFM
Paul Sample.....Tech. Adv. Office
Kim CloudDTI
Tom SteeleDSHS
Terry WhithamDSHS
Mary Ann Papili.....DSHS/DSP
Barbara Gladders.....DHSS
George Yocher.....DHSS
Sandy SchenckDGS
Miriam PomilioDGS
Dick Sacher.....UD/RDMS
Ben Mearns.....UD/RDMS
Dave RaccaUD/CADSR
Tina Callahan.....UD/IPA/WRA
Matt LaickDelDOT
Darin DellDelDOT
Peggy Bacon.....DelDOT/Survey
Mollie RaleyDelDOT/DART
Jim GalvinDover/Kent MPO
Valerie MillerDSHA
Rick SherwoodDEMA
Mary HarperHCA
Mike Krumrine.....DNREC
Doug Rambo.....DNREC
Mike TownshendDNREC
Patrick Susi.....New Castle Co.
Mike Ward.....Kent Co.
Danielle LambornKent Co.
Dorothy MartinKent Co.
Megan NehrbasSussex Co.
Mark NowakCity of Dover
Roger BarlowUSGS
Jim Hoff.....DAFB
Jim MeekNews Journal
Salvador PalalayMcCormick/Taylor
Laura Konwinski.....URS Wilmington
Jocelyn Beland.....Artesian Water
Brad Strittmatter.....HRG

Welcome and Introductions

Mike Mahaffie began the meeting at approximately 9:07 a.m. with a round of introductions.

Announcements

Mike Mahaffie noted that today's meeting marks the ten year anniversary of the DGDC. Mike also encouraged DGDC members to consider attending the 2008 ESRI-MUG conference, set for October 28-30, at Clayton Hall on the University of Delaware Newark campus. (See <http://www.esrimug.org>)

Approval of June 23, 2008 Meeting Minutes

A motion was made by Terry Whitham, seconded by Dick Sacher, to accept the minutes of the June 23, 2008 meeting. The motion passed unanimously.

Subcommittee Reports

GIS Day Subcommittee

Megan Nehrbas gave a brief status update on plans for GIS Day in Delaware. GIS Day will be November 19 and the main state event will be at the Air Mobility Command Museum at Dover Air Force Base. The focus will be education; 160 students are signed-up for field trip groups during the day. There will also be a general public open

house in the evening. The Air Mobility Command donated space for the activities and there have been several sponsors. The Earth Balloon will be there as well. Anyone who is interested in volunteering that day should contact Megan (mnehrbas@sussexcountyde.gov).

GIS in Education Subcommittee

Miriam Pomilio stated that the subcommittee proposes changing its name to the GeoEducation in Delaware Subcommittee. Miriam gave an overview of the new website (<http://mygeoworld.org>) and highlighted the new mission statement. The meeting agendas and minutes are posted. Miriam stated that a kid's page should be ready in 6-8 months. Sandy Schenck commented that this was his first look at the website and thinks it is very professional. Sandy would like all subcommittees to have mission statement and a place for meeting agendas and minutes.

Miriam commented that she or Nicole Minni can be contacted if anyone wants to be added to the member link or for any comments on the webpage. (pomilio@UDel.Edu or nminni@udel.edu).

Mike Mahaffie suggested recommending the Executive Council approve the subcommittee name change to the GeoEducation in Delaware and the mission statement.

A motion was made by Sandy Schenck, seconded by Miriam Pomilio, to recommend Executive Council approval of the name change (to "The GeoEducation in Delaware Subcommittee") and mission statement. The motion passed unanimously.

Conference Planning Subcommittee

Mike Mahaffie announced that he is Chair of the Planning Subcommittee for the next Delaware GIS Conference and that Lillian Wang is Vice-Chair. The subcommittee has decided to not hold a conference in 2009. The next Delaware GIS Conference is scheduled for February of 2010 at the Dover Sheraton Hotel. The subcommittee hopes that by holding the conference in 2010 we will avoid conflicts with other conferences. A year's delay should also avoid problems due to the current budget crunch. The subcommittee will reach out to surrounding counties for added participation.

The subcommittee meets every two months. Anyone is interested in attending should contact Mike Mahaffie (mike.mahaffie@state.de.us). The subcommittee has been using a "Google sites" private web space to help coordinate meetings and other factors.

Jim Galvin asked about certification credits for planners. Mike noted that while the 2008 conference had offered APA credits it is unclear whether the 2010 conference will be able to do the same. David Edgell, of the Office of State Planning Coordination, has examined this issue with the national APA organization.

Technical Infrastructure Subcommittee

Kim Cloud gave an overview (PPT slides attached) of the progress of the Technical Infrastructure Subcommittee. The subcommittee has met twice since the June DGDC meeting. It is responsible for providing recommendations and guidance to the Executive Council and to DTI on GIS infrastructure issues.

A GAP analysis is now under way to identify opportunities to improve service to the GIS community. Ultimately, there will be a central repository for some of the GIS data and eventually applications. Kim noted that it is still a challenge in some cases to serve and share GIS data and that the subcommittee is looking for ways to improve that situation.

The subcommittee has discussed a charter and a mission statement.

The Technical Infrastructure Subcommittee has voted to recommend to the DGDC that a replacement for the old Metadata Clearinghouse be added to the first phase of DTI's portal project. This recommendation will be part of a later agenda item.

The next meeting of the subcommittee will focus on requirements for the data dissemination portal.

Updates and Reports

Ten Years of DGDC

Mike Mahaffie gave a brief history of the Delaware Geographic Data Committee (PPT Slides attached). The DGDC was created by legislation in 1998. Since that time there have been 48 DGDC meetings, two Executive Council meetings, and eight Delaware GIS Conferences. There are currently approximately 500 members.

In ten years, the DGDC has established a spatial data framework, pioneered the Data Mapping and Integration Laboratory (DataMIL), created a community, and started a tradition of celebrating community leaders.

TeleAtlas Roads Project

Matt Laick stated the latest version of the TeleAtlas data is available for download. New data has been collected from the counties and sent to TeleAtlas.

DataMIL Report

Sandy Schenck gave an update on DataMIL. Staff are adding metadata for the DataMIL framework layers into the new GeoNetwork system (See <http://geonetwork-opensource.org>). This is an open source website/portal tool that the DataMIL will start using. Staff are also continuing to work towards data downloads, including JPEG versions of individual ortho tiles. Vector data downloads are expected to be available in late 2008.

Ortho/Elevation/LULC Project

Mike Mahaffie gave an update on what has become a long project. He reported that the final portion is almost complete; with delivery at the end of last week of what he hopes is the final version of elevation data for Kent and New Castle Counties. Mike and Sandy Schenck will review the data and will release it when it is to be considered "final."

Mike noted that the GeoTIFF versions of the orthophotography are now (as of 10/20/08) available on the USGS Seamless Data Distribution System. (<http://seamless.usgs.gov>)

Roger Barlow added that the data is on a server which uses older technology and is limited to download of smaller amounts of data files. The per-download limit is 250 gigabytes and each GeoTIFF tile is about 180 megabytes, so direct download is best for very small areas of interest. Those seeking larger amounts of data can send an external hard drive to the USGS and get the data back in 2 to 4 weeks. There is no charge other than the mailing costs.

Mike and Sandy explained that the complexity of the project has helped make it a long process. They noted that the 2005 elevation data for Sussex County did not reach the Kent County boundary in a few small areas and that those data "holes" have had to be filled by the contractor.

Mike also warned data users that the 2-foot contours make for a very dense data set that can be hard to view at some scales.

A question was asked about the tiling scheme and whether the elevation data would follow the same tiling scheme as the orthophotography. Mike explained that the DEM will follow the 1-kilometer by 1-kilometer tiling scheme but that the contour data is at the county level and available in Geodatabase format.

They also explained that the Kent and New Castle County data has contours labeled as "depressions" while Sussex does not. An estimate is now in house on what it might cost to add that information to the Sussex data.

Sandy noted, however, that even with a few minor challenges, the Sussex data is just as useful for detailed research. Tina Callahan echoed Sandy's comment on researchers. Tina expressed a desire to have a "projects page" showing planned work, work in progress, and finished work using the data, so the public can grasp ideas of what they can do.

Roger Barlow added that he has recently attended a meeting on Marine Coastal Mapping and that work is about to get under way on a "Vertical Datum-based Shoreline." He has been working with staff at DNREC on the project and that it will take advantage of advanced elevation data.

Roger Barlow noted that Delaware is one of only a handful of states that have complete statewide high-resolution elevation coverage.

DTI Report

Kim Cloud gave a report on the DTI portal project (PPT slides attached). She noted that the project has three phases. Phase I is to build a centralized repository with limited startup layers, manual load and a scalable infrastructure. A contract has been let to GeoDecisions to complete phase one. DTI and GeoDecisions are now actively gathering requirements and ideas on what data sets to include. Phase II will add an automated workflow for upload and hosting. Phase III will include shared hosting and

centralized license management. Funding is only available, so far, to cover phase one.

A survey was sent out to primary license holders. Twenty five responses were received. These results will help shape the requirements and provide feedback to management.

A group is working on an update of the existing GIS Tools Standard. That should be complete before the end of the year.

David Racca asked if the University of Delaware might be interested in the project since they have provided similar services – specifically a Metadata Clearinghouse – in the past. Dick Sacher noted that the University's RDMS has been has been without GIS staff until the recent hiring of a new staff person and that the Clearinghouse role does not necessarily fit the business plan for the University's new leadership. Sandy Schenck noted that the University is moving to "responsibility based budgeting."

Mike Mahaffie added that while the state needed more help from the university when DGDC came into being, DTI has now grown to the point where it can, and should, step into the role that used to be filled by the University.

Kim Cloud stated that it is one thing to serve the University and the community at large, but that it is another to serve the State on a secure level.

NGSIC Annual Conference

Mike Mahaffie gave an overview (PPT slides attached) of the annual NSGIC conference and distributed a copy of the organization's 2008-2009 Advocacy Agenda (see http://www.ngsic.org/committees1/documents/2008_NSGIC_Advocacy_Agenda.pdf).

Mike noted that there is now a National Geospatial Advisory Council (NGAC) working with the Federal Geographic Data Committee and that NSGIC and other national geospatial organizations have formed a Council of Geospatial Organizations (COGO) as an umbrella group.

Watershed Boundary Update

Sandy Schenck gave an overview of the Watershed Boundary effort led by EPA and involving several states. USGS' Mark Nardi has represented Delaware. DNREC has commented and a report was submitted to EPA. Roger Barlow will attend a national meeting on this in the next few weeks. The resulting watershed boundaries will be incorporated into the National Hydrography Data Set.

Tina Callahan asked if any codes were changed. Sandy answered that the state of Virginia has proposed several Hydrologic Unit Code changes that will affect a few Delaware watersheds but that he understands that the EPA will include the older codes in a part of the attribute data and that that should ease the transition.

Old Business

GIS Data Clearinghouse Renewal

Mike Mahaffie presented three choices (PPT slides attached) for replacement of the old clearinghouse node that had been housed at UD's RDMS but for which there is no funding. They are to use the GIS Inventory tool developed by NSGIC and known informally as RAMONA (<http://de.gisinventory.net>), to try to take better advantage of the federal government's Geospatial OneStop (<http://geodata.gov>), or add a clearinghouse to the new DTI portal (as suggested by the Technical Infrastructure Subcommittee).

Mike explained that the GIS Inventory is a list of datasets and that Geospatial OneStop (GOS) is a collection of metadata from all parts of the nation. There are complaints that GOS is hard to navigate, but it does currently host all of the metadata that had been in the old RDMS clearinghouse and some members have been posting new metadata.

Meanwhile, while these avenues are explored, Mike Mahaffie has created a simple data listing as part of the DGDC website (see <http://stateplanning.delaware.gov/dgdc/catalogue.shtml>). Mike plans to keep this active until a new clearinghouse is ready for use.

A motion was made by Darin Dell, and eventually seconded by Mike Townshend, to recommend that the Executive Council approve an exploration by the Technical Infrastructure Subcommittee into the addition of a clearinghouse system into phase one of the DTI Portal.

There was a lengthy discussion of the motion.

Roger Barlow asked for an explanation of why GOS is not meeting the state's needs. Mike Mahaffie asked if anyone else uses GOS. A few answered. Mike noted that he does and that he thinks GOS could work for Delaware but that if there is no adoption of it by the community it will not work.

Mike Townshend stated that building a portal makes the most sense as it will give users the ability to publish data and metadata all in the same place.

Tina Callahan asked how closed would the portal be regarding researchers, consultants and the public. Kim Cloud answered the portal would be publicly accessible via the internet.

There was general agreement that any system should be easy to use and widely accessible, though there may be some data sets in the system that cannot be made available without restrictions.

Mike Mahaffie noted that he has published data to GOS and advised that others publishing in next couple of months should still use GOS. Anyone needing help with this should contact Mike.

David Racca asked for more details on Phase I. Kim Cloud answered that it will be building infrastructure, development of tools and loading of basic data sets. It is expected to take about 6 months.

Miriam Pomilio asked if there was a budget for Phase I. Kim Cloud answered that there is a budget and that a PO has been approved.

Following this discussion, the motion passed unanimously.

Delaware Spatial Data Framework Update

Mike Mahaffie explained that there has been no new activity in this area.

New Business

Data Sharing Requests from ESRI, Google and Microsoft

Mike Mahaffie gave an overview (PPT slides attached) of data sharing requests from ESRI, Google and Microsoft. All three want access to the orthophotography and would help meet the need to share the data with the public. Some would also ease the burden on DataMIL slightly.

Matt Laick asked about limitations on the use of the data. Mike Mahaffie stated there are some limits built into the data and that there would need to be a terms of Use document approved.

Captain Papili suggested a review for such sensitive information as critical infrastructure. Mike Mahaffie stated that the orthos have already been reviewed with the Department of Safety and Homeland Security and that certain areas have been obscured.

There was a discussion of what a Terms of Use document might look like. Key factors are that the data are public and may not be re-sold and that the proper credit must be given onscreen (to the state, the counties, Dover and the USGS).

There was a discussion of whether or not to have a Deputy Attorney General review the terms of use.

Roger Barlow noted that if the information is not released by the state, it will be obtained from elsewhere. He added that the state has an interest in making sure that its information is what the public sees.

Tom Steele pointed out the much-discussed Virtual Alabama and asked whether the data release could be used to leverage some sort of support from Google for Delaware's efforts.

Mike stated other states have worked with Google and received licenses for Google Earth Pro, which may be of interest to Delaware.

There was a discussion of the ortho data now in use by Google and where it may have come from.

A motion was made by Jim Hoff, seconded by Kim Cloud, to create a terms of use document for approval by the Executive Council. The motion passed unanimously.

Strategic Plan for Delaware GIS Efforts

Mike Mahaffie presented a plan to create a Strategic Plan for Delaware GIS (PPT slides attached). There is a template, created by the FGDC, which has been used by many states. Roger Barlow added that he has been involved in similar efforts by Maryland and the District of Columbia.

Mike noted that there is a possible federal grant that could help support the effort. A deadline for application is in the early part of 2009. This might allow for use of a consultant. Roger stated that he has seen plans written without a consultant and with a consultant. Both ways worked well. Sandy commented that if we don't hire a consultant, someone from the group would have to step forward.

Mike stated he would like a workgroup to be established. Mike would be the lead and he is looking for volunteers. Anyone interested should send an e-mail (mike.mahaffie@state.de.us).

A motion was made by Roger Barlow, seconded by Darin Dell, to establish a working group to start work towards a strategic plan. The motion passed unanimously.

Open Comment Period

Congratulations to Matt Laick on the birth of his daughter.

Mike Townshend commented on the need to look at the use of the term "data steward" to identify those in charge of maintaining and publishing a data set. Mike explained that that term has a heavier weight in state data standards and may not be the best term of the GIS community to use.

Tina Callahan stated that unless there is more interest shown in the DelGeoTech group, it will be discontinued.

A motion was made by Sandy Schenck, seconded by Roger Barlow, to adjourn the meeting. The motion passed unanimously and the meeting adjourned at 11:30 a.m.



Technical Infrastructure Sub-Committee Update

DGDC October 21, 2008



Committee Re-cap

- Technical Infrastructure sub-committee is tasked with advising and facilitating the direction of technology infrastructure in the state.
 - i.e., the mechanisms for transmitting data and architecture for hosting applications.
- Cross-organization team.
- Developing a roadmap for the direction of the infrastructure.
- Facilitating implementation of the roadmap.
- Providing recommendations based on input from the DGDC to the Executive Council.



Meetings

- The committee met 2 times since the last DGDC meeting.
- Discussed the objectives of the committee and details for a Charter.
- Began identifying existing issues and concerns (current state) within the GIS community.
- Discussed future goals to address current issues.



Examples – Current Issues

- Difficulty distributing large data sets;
- Difficult to distribute data to 3rd parties outside of the state network;
- Absence of a centralized location to search for DE geospatial data;
- No data publication standards.



Examples – Future Desires

- Central location for storage and distribution of public data sets;
- Hosting for applications for smaller State organizations;
- Clearinghouse or mechanism for distribution of metadata;
- Assistance enforcing new and existing standards (whether data, metadata, tools).



Committee Goals

- Continue to document the current state and identify future goals.
- Collectively develop a roadmap to help achieve future goals.
- Objectives include but are not limited to:
 - Input to the overall Statewide strategic plan as it develops;
 - Represent the DGDC before the Executive Council and provide recommendations and guidance for the Council in regards to technical infrastructure;
 - Represent the DGDC to DTI.



Motions

- Sub-Committee passed a motion to recommend that a Metadata Clearinghouse be included with Phase 1 of the eGIS project.
- Discussed interim solutions to a Delaware specific metadata repository, and/or inventory.



Next Steps

- Meeting w/in next two weeks to specifically discuss requirements for the data dissemination portal.
- Discuss requirements with the DGDC.
- Committee will generally meet monthly.
- Regular updates will be provided to the DGDC.
- Developing a charter.

Ten Years of DGDC

- First meeting, Oct. 21, 1998 (UD)
- There have been 48 DGDC meetings (including this one) and 2 Executive Council meetings.
- We have held eight Delaware GIS Conferences
- We number about 500 Members



Ten Years of DGDC

- We have established a Framework
- We have built **pioneered** a Data Mapping and Integration Laboratory
- We have created a community
- We have celebrated our leaders





DTI eGIS Update

DGDC October 21, 2008



Phase Re-Cap

- Phase 1
 - Centralized Repository (limited, 'start-up' data layers)
 - Scalable infrastructure
 - Manual Data load into repository
- Phase 2
 - Data update workflow for editing
 - Expand for more data
 - Hosting basic geospatial applications
- Phase 3
 - Data layers available via web services
 - Shared hosting environment
 - Centralized license management



Phase 1 Update

- Contracted with GeoDecisions to gather Requirements for and Design the Data Dissemination Portal.
- The portal is initially intended to distribute the DE Centerline Data from TeleAtlas.
- Will also include other publicly used data sets for full download such as lidar and aerial imagery.



Survey

- Survey released to limited audience, and IRM's
- 25 responses received, summarizing results.
- Results will be used to help shape requirements for the overall program and input to the technical infrastructure roadmap.
- Will also be used to provide feedback to management.



GIS Standard

- In the process of updating the GIS software standard that was established in the beginning of 2007.
- Evaluating the inclusion of new/evolving products and open source software.
- Workgroup meetings being held during October. Expect the revised standard to be released some time in November.

NSGIC Annual Conference

- Update of a National Metadata Standard
- A National Geospatial Advisory Committee
- Working on a Strategic Framework for the National Spatial data Infrastructure
- USGS efforts to update the concept of a National Map
- Continuing discussion of
 - Imagery for the Nation
 - Transportation for the Nation
 - Addressing...



NSGIC Annual Conference

- Approved a 2008-2009 Advocacy Agenda

- Imagery for the Nation
- Parcel Mapping
- Partnership Funding
- Transportation for the Nation
- Technology for the 21st Century

- Also working on...

- A Federal Coordination Factors Model
- Measures of Geospatial Coordination Maturity



Clearinghouse Renewal

- The Clearinghouse hosted at UD's RDMS is no longer
- We have choices:
 - GIS Inventory (RAMONA)
 - Geospatial OneStop (GOS)
 - (re)Create our own
- We likely all prefer one place....



Meanwhile....

- To tide us over
- A simple data catalogue
- Spreadsheet-based
- **Not comprehensive**
- Links to
 - Metadata
 - Web page
 - Downloads

The screenshot shows a Mozilla Firefox browser window with the title bar "The Delaware Geographic Data Committee (DGDC) - Mozilla Firefox". The address bar contains the URL "http://stateplanning.delaware.gov/dgdc/nascio". The page itself is the "State of Delaware" website, featuring the state seal and navigation links like "Visit the Governor", "General Assembly", "Courts", "Elected Officials", and "State Agencies". The main content area is titled "Office of Management and Budget : Budget Development, Planning, and Administration : Office of State Planning Coordination". It displays a "A Delaware Spatial Data Catalogue: Imagery/Base Maps/Earth Cover" section with links to various datasets from 1997 to 2007, each with contact information for the data steward (Mike Mahaffie, phone: 302-739-3090) and download links. On the right side, there is a "DATA CATALOGUE MENU" with categories such as Data Catalogue, Boundaries, Elevation, Environment, Geo-Scientific Information, Imagery/Base Maps/Earth Cover, Inland Waters, Location, Planning/Cadastral, Society, Structures, Transportation, and Utilities and Communication.

Data-Sharing Requests

- We have requests for the Orthos from
 - ESRI
 - Microsoft Virtual Earth
 - Google (Maps and Earth)
 - Which wants more than just orthos
- All offer data-serving advantages
- Would require a simple “terms of use” document



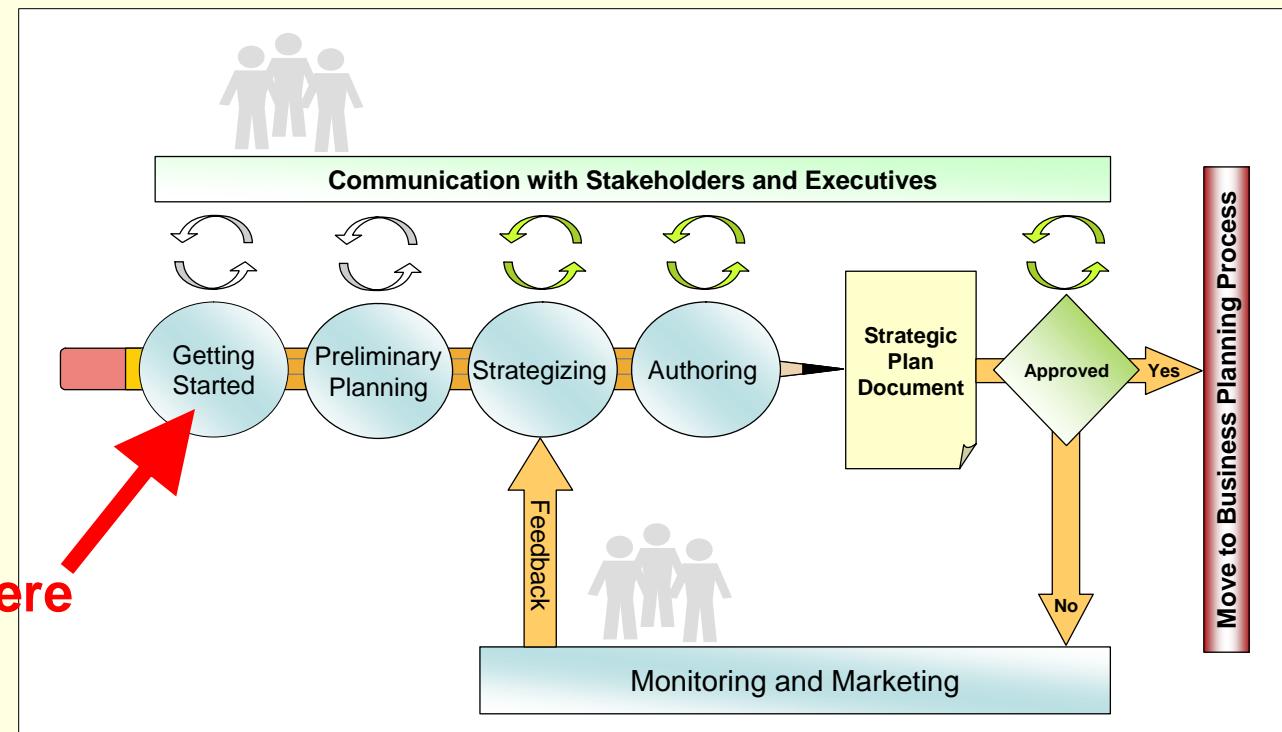
Terms of Use

- Data is public and shall not be re-sold
- Full credit must be given:
 - Orthos: “State of Delaware, New Castle County, Kent County, Sussex County, the City of Dover, and the USGS.”
 - Other data sets as specified



A Strategic Plan

- We can follow a template from the FGDC that has been used now by many states



A Strategic Plan Plan

- Establish a committee/working group
- Schedule meetings
 - Committee and whole community
- Determine if outside help needed
 - Possible federal CAP Grant?
- Establish Community Goals
- Preliminary Draft
- Review and redraft
- Adopt

