

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

**Meeting Minutes
DGDC Executive Council Meeting
10:00 a.m., April 2, 2009
Room 219, Haslet Armory
122 William Penn Street
Dover, DE**

ATTENDANCE

Executive Council Members

- Mike Mahaffie, OMB
Non-Voting Chair
- James Sills III, DTI
- Tom Steele, DSHS
Proxy for Sec. Schiliro
- Marti Dobson, DelDOT
Proxy for Sec. Wicks
- NV Raman, DNREC
Proxy for Acting Sec. Small
- Pat Susi, New Castle Co.
Proxy for County Exec. Coons
- Michael Petit de Mange, Kent Co.
- Megan Dean, Sussex Co.
Proxy for County Admin Baker
- John Talley, DGS
- Roger Barlow, USGS
Federal Liaison
- David Racca, UD
DGDC Academic Representative
- Lillian Wang, DGS
DGDC At-Large Representative

Other Attendees

- Bill Hickox, DTI
- Kim Cloud, DTI
- Matt Laick, DeIDOT
- Sandy Schenck, DGS
- John Callahan, DGS
- Renee Dixon, OMB

Welcome and Introductions

Mike Mahaffie began the meeting at approximately 10:05 a.m. with a round of introductions. Mike noted that this is the Executive Council's first meeting of 2009. He also welcomed and congratulated Sec. Sills, the new Cabinet Secretary at DTI.

A "standard month" calendar was passed around the table for council members to mark off standing meeting days and times that would make them unavailable to attend executive council meetings. Mike will use that to fine-tune the Council's schedule of meetings for 2009. A resulting chart is attached, with open times in green and times with conflicts in red. Council members who still need to add conflicts should let Mike Mahaffie know, based on this chart.

Approval of Minutes of November 24, 2008 Meeting

Mike Mahaffie presented the draft meeting minutes from the November 24, 2008 meeting of the Executive Council. **A motion was made by NV Raman, and seconded by Mike Petit de Mange, to approve the minutes as presented.** The motion passed unanimously.

DGDC Committee Report

2009 NAIP Imagery

Mike Mahaffie distributed an information sheet from the USDA Farm Services Agency (attached) about the planned collection of aerial photography in Delaware as part of the National Agricultural Imagery Program (NAIP).

Data will be collected in summer 2009, leaf-on, at a 1-meter pixel resolution and in natural color. The NAIP data are intended to be collected only over agricultural production areas, but because of Delaware's size the whole state is covered. It is intended for agricultural planning but can be a helpful adjunct to Delaware's orthophotography program. The project would result in MrSID mosaics, by county.

Pat Susi asked whether or not a separate project to collect imagery over the Delaware Valley Regional Planning Commission (DVRPC) area will cover New Castle County. Roger Barlow answered that New Castle County will be an add-on to that project and will cover all of New Castle County.

There was a discussion of whether or not to try to "buy-up" to get more data from the NAIP project. Mike Mahaffie noted that the announcement from USDA had come very late in the process and that the

window for a buy-up appears to be closed. In addition, given the serious fiscal situation that the state faces, he was not certain that a buy-up would be possible.

Sandy Schenck noted that a buy-up would get the state infrared data (IR). John Callahan added that IR data would require GeoTiffs rather than MrSID. John Talley stated his opinion that \$6,000 was not a lot of money to spend on a buy-up if it means getting better data. He added that the cost seemed reasonable for four-band data (including IR).

John Talley stated the executive council should make a decision if this should be explored more or not. Mike Petit de Mange shared his support for the executive council to decide on exploring this option.

Bill Hickox questioned the value of the buy-up. Lillian Wang noted that it has value for research work. John Callahan noted that this data would be very useful for showing the health of vegetation.

Mike Petit de Mange asked when the next aerial imagery might be collected, if not as part of the NAIP project. The next state project might be expected to be in 2012. Roger Barlow added that the next NAIP project would be expected to be about then as well.

Tom Steele suggested that a motion to explore the NAIP program should explain the reasons for the expenditure. John Talley noted several reasons such as land use, land planning; wetlands; research; drought and flood impacts. Tom Steele mentioned the value for homeland security. He added that we need to educate those who do not understand GIS. John Talley added that the data could be served on DataMIL and that would increase the value, given the broad use of DataMIL.

A motion was made by John Talley, seconded by Mike Petit de Mange, to explore the possibility of a buy up to the NAIP 2009 at a cost of \$6,000.

Roger questioned if the interest would still be there among state partners if the feds decided not to entertain the \$6,000 and required a full partner cost of \$21,000. Mike Mahaffie stated that all sides would be explored.

Mike Petit de Mange asked how the information will be disseminated to group. Mike Mahaffie answered that he will share the results with the group via email. If further action is needed, the group may be able to vote via e-mail or conference call. Mike will check the by-laws for guidance.

After lengthy discussion the motion was passed.

Delaware Geospatial Data Exchange

Kim Cloud gave a status update (attached) on the work of the Technical Infrastructure Subcommittee, which has decided to name the planned data hub the "Delaware Geospatial Data Exchange." The estimated completion date for the first phase will be sometime between the second and third quarters of this current year. Kim reported that there are several projects under way that are funded by FDGC CAP Grants that are [working on tools to integrate the federal government's Geospatial OneStop \(GOS\) into local data portals](#). Results from these projects in other states might result in tools Delaware could use to make the GOS serve as a metadata portal for Delaware. Therefore, a decision was made to hold off on recreating a Delaware Metadata Clearinghouse.

DataMIL Update

John Callahan gave a demonstration of the new design of the [DataMIL](#). The original version of DataMIL was unveiled in April 2002. The new design has addressed some commonly asked questions like where is the metadata or can information be downloaded. There are four categories on the home page: catalog, map lab, topo maps and data by tiles.

Pat Susi asked if the dates on the metadata are from when the information was received by DataMIL. John Callahan answered that they are. He also pointed out that DataMIL has full metadata search ability and has an extensive Help section, including how-to videos.

NHD Update

NV Raman reported that DNREC has an EPA grant to update the National Hydrography Dataset for Delaware. Raman stated that with assistance from Sandy Schenck and Mike Mahaffie an RFP was initiated and last week a contract was awarded to DES to do an update. The update will be based on both orthophotography and LiDAR data. Work is estimated to be complete in October 2009.

Old Business

Google Data Sharing

Mike Mahaffie reported on the possibility of trying to craft a deal with Google to give Delaware something in exchange for the orthophotography and other data that the state might provide to Google for use in Google Maps and Google Earth. The Delaware Government Information Center (GIC) has a Google Enterprise license that is about to expire; Mike hopes to gain some of the benefits of that license via a data-sharing agreement.

There was a general discussion of the several issues raised by this idea. It was noted that while much of Delaware's data is in the public domain and can be simply taken by Google, there may be value to a data-relationship for Google. There was also a question of how much time such a project is really worth. Tom Steele noted the concern with making critical infrastructure and other sensitive data too accessible. NV Raman stated that Google has become something of a map standard for the public.

A motion was made by NV Raman, seconded by Roger Barlow, to begin formal discussions with Google. After further clarifying discussion the motion was passed.

GIS Strategic Planning Project

Mike Mahaffie gave a presentation (attached) on the strategic planning process. The DGDC has received a Cooperative Agreements Program (CAP) grant of \$46,000 from the FGDC to support the project. The grant requires a 50% match, which will be met with staff time of the steering committee members. The Delaware State Clearinghouse Committee approved the request on March 31, 2009.

The project will result in a single strategic plan for the maintenance of Delaware's portion of the National Spatial Data Infrastructure. It will also include individual business plans focused on data themes within the Delaware Spatial Data Framework. The strategic plan will assess the current situation and develop a vision, goals and strategies to meet those goals.

Mike reported that a Strategic Plan template has been developed by the FGDC and is a use-requirement per the terms of the grant. The key to this project is bringing in an independent consultant not tied to any part of the Delaware GIS community to facilitate a process that includes input from all members of the community.

The planning process includes:

- Development of a Request for Quotations from possible consultant. The size of the project is such that a full Request for Proposals process is not required. There are several consultants around the nation that have done strategic plans for other states. The steering committee has developed a list of those consultants.
- A series of workshops and interviews to gather information on the current state.
- Development of a draft Strategic Plan for review by the large DGDC group.
- Approval by DGDC Executive Council
- Development of specific business plans

The project will begin in April and will be a one year projected with an estimated completion date of March 2010. Mike added he hopes to complete the strategic planning process as part of the 2010 GIS Conference.

John Talley stated he would like a copy of the list of consultants and that he will need to see the draft Strategic Plan at least six weeks before any vote by the Executive Council. Mike Mahaffie advised that a

more firm timeline will be developed as the project begins, but that the Executive Council will receive continual updates and will get the time it needs to review the plan.

David Racca asked if the template shows what the strategic plan should look like. Mike Mahaffie responded that it does and that a link to the template will be shared with the Council. [Note: the plan template is found, along with other resources, at http://www.nsgic.org/hottopics/strategic_business_plans.cfm]

John Talley asked if there is a fiscal note section to the plan. Mike Mahaffie stated that the budgetary requirements to achieve Delaware's Spatial Data Infrastructure will be there in some form.

John Callahan asked what the focus of the plan is. Mike responded that it will focus on what needs to be done for Delaware to complete its part of the National Spatial Data Infrastructure.

Sandy Schenck asked if the OMB Director is aware of the project. Mike answered that she is, though she is currently working most of her time on budget deficit issues. He added that she has communicated to him that she would like to attend these meetings and be involved. Sandy stated he sees this as a pivotal point and thinks it would be great to have this pass with everyone on board.

Tom Steele asked if an observer from the 911 community could participate. Mike Mahaffie stated he saw no reason why that would be a problem and asked that Tom suggest a person who might become a part of the steering committee.

TeleAtlas

John Talley asked for an update on the TeleAtlas road data project. Matt Laick stated that DeIDOT still maintains a contract with TeleAtlas but that the contract is up for renewal in September. Matt advised he has begun exploring other ways to meet the roads data need, such as bringing responsibility for the data back to Delaware.

A question was asked regarding the benefits of the TeleAtlas data. Matt noted that the main benefit is the ability to do routing. John Talley stated it sounded like a good path forward. Matt stated he felt there was more cooperation between the counties in the last three years. Pat Susi stated there is a Data Standard Subcommittee meeting next week and that road data may be an area that group will explore.

New Business

Watershed Boundary Update

Sandy Schenck reported that the final watershed boundary update has been submitted to the EPA and was certified last week. He noted that the watershed boundaries are tied to the NHD update.

A discussion was held to try and identify a data steward for the Watershed Boundary Dataset. It was decided that NV Raman would talk with DNREC leadership to identify someone, most likely from the Division of Water Resources. This item will be carried under old business for the next meeting.

Vertical Datums and Shorelines

Roger Barlow gave an overview of federal efforts to create accurate shoreline data using accurate vertical data. He said that the Delaware Bay would be an exciting pilot area for such projects. There was a general discussion of this idea and Roger volunteered to bring more information to a future meeting. There was a suggestion that this might be an appropriate activity for a working group. Mike Mahaffie will pursue creating a working group to meet with Roger and make recommendations to the DGDC and the Executive Council.

DAFB Project

Roger Barlow reported that the Dover Air Force Base is planning an end of the year collection of LiDAR data over much of Kent County. Jim Hoff is the lead contact on the project. The LiDAR collected for this

project will be leaf-on. It will be used in approach planning, among other things. Mike Mahaffie noted that he may ask Jim Hoff to give a presentation on the project at a future DGDC meeting.

NSGIC Meetings

Mike Mahaffie reported that the new FGDC CAP Grant funding enabled Kim Cloud and Sandy Schenck to join him at the recent Midyear Meeting of the National States Geographic Information Council (NSGIC). There is also funding in the grant for some members of the Executive Council to attend the 2009 Annual Conference, in October in Cleveland. Sandy Schenck stated he thinks everyone should think about attending.

A motion was made by Roger Barlow, and seconded by Marti Dobson, to adjourn. The motion passed unanimously.

A Standard Month

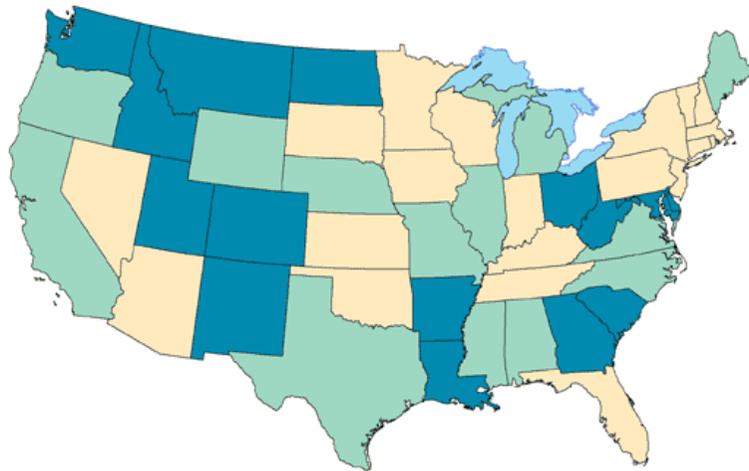
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First	AM	Red	Red	Red	Green	Green
	PM	Green	Green	Green	Red	Green
Second	AM	Red	Red	Red	Red	Green
	PM	Red	Red	Green	Red	Red
Third	AM	Red	Red	Red	Green	Red
	PM	Green	Red	Green	Red	Green
Fourth	AM	Red	Red	Red	Red	Green
	PM	Green	Red	Green	Red	Green



2009 NAIP



Proposed NAIP Acquisition Cycle



Cycle Dates



June 3, 2008

- Delaware is scheduled to be flown for 2009 NAIP (Jun 15-Aug 15)
- Imagery resolution will be 1 meter (natural color)
- Only will cover AgLands/CLU areas
- Potential buy up for full state coverage (partners will pay 100% of cost; \$21,500)
- Potential buy up for 4 band imagery (full state coverage, 100% of cost \$5780)
- New standards for better accuracy of orthoimagery
 - Absolute horizontal standards (using photo identifiable control points) for QA checks

Contact: Gretta Luedeke, State GIS Specialist (USDA-FSA)
(W): 443.482.2774; email: gretta.luedeke@md.usda.gov



DGDC Executive Council Data Exchange Update

April 2, 2009

1



Geospatial Data Exchange

- Official Name:
 - Delaware Geospatial Data Exchange
- Requirements sessions held in December.
- GeoDecisions documented requirements and design.
- Build phase in progress.
- Estimated completion – late 2nd quarter, early 3rd quarter.

2



Geospatial Data Exchange

- Looked into including a statewide metadata clearinghouse.
 - Cost prohibitive to expand the metadata state-wide at this time. Requires additional development time, or purchase of a new product.
 - Under one of the 2009 CAP grants, an application interface will be developed to utilize the GOS (Geospatial One-Stop) metadata functionality.
 - We hope to incorporate the reusable interface created under the grant into the Data Exchange at a later date.

3



Next Steps

- GeoDecisions is currently working on writing the application.
- DTI is acquiring the resources to build the environment to host the application.
- ETA late 2nd quarter or early 3rd quarter 2009.

4



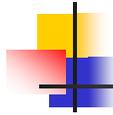
Strategic & Business Planning

DGDC Executive Council
April 2, 2009

Background

- DGDC proposed, and the Executive Council approved, a project to create Strategic and Business plans for Delaware's GIS Community.
- We have applied for, and received, a grant under the CAP Grant program.

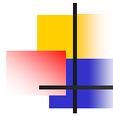




CAP Grants



- FGDC wants to create a National Spatial Data Infrastructure (NSDI)
- State Spatial Data Infrastructures (SSDI) are critical building blocks for the NSDI
- Strategic plans will aid process of building SSDI's
- So, states need to self-assess and develop strategic plans

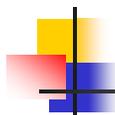
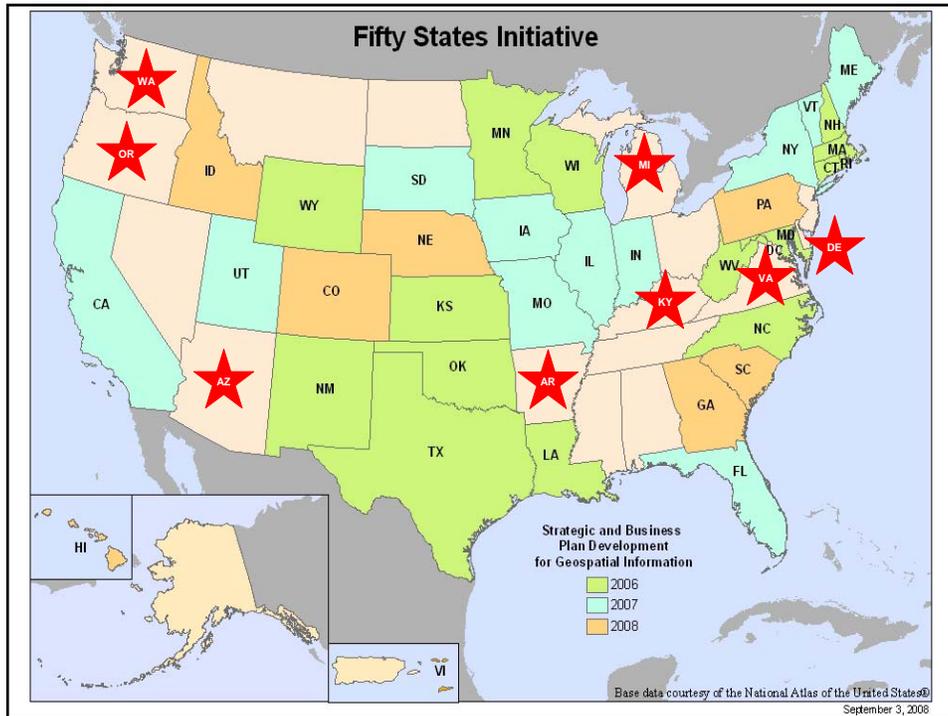


CAP Grants



- FGDC supports Strategic Planning via CAP grants
- But, FGDC wants the plans to be similar in structure
 - Allowing state-by-state comparison/contrast
- Therefore, they created Templates, in partnership with NSGIC
 - And require their use for CAP supported Strategic Planning

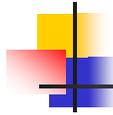




Delaware's CAP Grant

- Awarded under CAP Grant Category 3 (Fifty States Initiative)
 - \$46,000 grant
 - 50% local match required
 - Time of Steering Committee members
- State Clearinghouse Committee
 - Approved on March 31





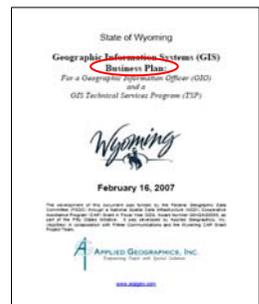
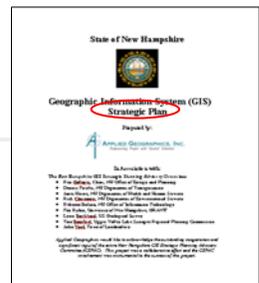
Steering Committee

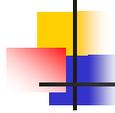
- Mike Mahaffie (OMB)
- Kim Cloud (DTI)
- Sandy Schenck (DGS)
- Carl Yetter (DNREC)
- Jim Galvin (Dover/Kent MPO)
- Mark Nowak (Dover)
- Roger Barlow (USGS)



"One-Two Punch"

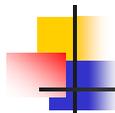
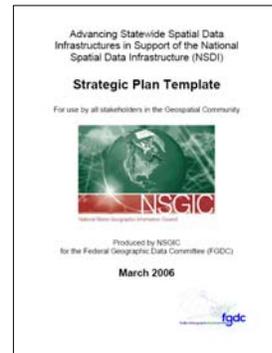
- **One** Strategic Plan...
 - What and Why
 - Vision & Goals
 - "Big picture"
- ...**Many** Business Plans
 - How, When, and How Much
 - For those who approve and fund
 - Presented as business cases





What One Looks Like

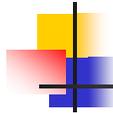
- Executive Summary
- Strategic Planning Methodology
- Current Situation
- Vision and Goals
- Requirements
- Implementation Program
- Appendices



Process

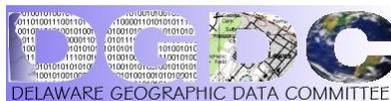
- RFQ from possible consultants
- Selection of a consultant
- Workshops (3?) and interviews to gather information
- Drafts reviewed by DGDC as a whole
- Submitted to Exec. Council for Approval
- Then... Business Plans!





Timing

- Project starts... now
- Projected completion February 2010
- Final Executive Council Action as part of the 2010 Delaware GIS Conference
 - February 10, 2010
 - Sheraton Inn, Dover



Strategic & Business Planning

DGDC Executive Council
April 2, 2009