

# Minutes

Enterprise GIS Steering Committee		
11.7.2013	1:34pm – 2:44pm	Clerk's 4 <sup>th</sup> Floor Conf Room
Chair	Pam Dubov, Property Appraiser's Office (PAO)	
Vice Chair	Larry Arrington, Planning – not in attendance	
Facilitator	David James, Business Technology Services (BTS)	
Note taker	Becky Reed, BTS	
Attendees	<p><u>Voting Committee Members</u>            Marc Gillette, Supervisor of Elections            Jason Malpass, Sheriff            Bruce Moeller, Public Safety Services            David Scott, Department of Environment and Infrastructure            David Walker, Planning</p> <p><u>Guests</u>            Steve Clark, BTS            Mike Dawson, BTS            Charlie Dye, PAO            Nancy Halvorsen, eGIS Bureau            Christy Kretschmann, eGIS Bureau            Gregg Obarski, BTS            Kristin Preston, Sheriff            Martin Rose, BTS            Toni Smith, eGIS Bureau            Penny Simone, DEI            Art Stadlin, BTS</p>	
Agenda	<ol style="list-style-type: none"> <li>1. Call to Order</li> <li>2. Approval of October meeting minutes</li> <li>3. Introduction of new Committee Member – Jason Malpass, Sheriff</li> <li>4. eGIS Bureau update</li> <li>5. eGIS Development update</li> <li>6. Demonstrations</li> <li>7. Aerial Imagery update</li> <li>8. Open Discussion</li> <li>9. Adjournment</li> </ol>	

## Agenda Items

Approval of minutes from October meetings	
<b>Presenter</b>	David James
<b>Discussion</b>	No changes.
<b>Conclusions</b>	New SharePoint site has been built. The link was emailed earlier this week. Bruce made a motion to approve the minutes. Marc seconded his motion, with all in favor.

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Introduction of new Committee Member	
<b>Presenter</b>	David James
<b>Discussion</b>	Jason Malpass is taking David Anderson's place as Sheriff's Office representative on this Committee.

eGIS Bureau update	
<b>Presenter</b>	Toni Smith
<b>Discussion</b>	New data brought into eGIS platform in the last month – Airport, PPC. Read Only with the exception of 3 PPC databases, which are for their internal use only. Nearly 200 layers of data at this point; ultimately 500 layers once completed. After GIS Inc., DEI and Sheriff data will be the only data remaining for migration. Data editing of EMA and PPC databases is still underway. The Bureau has been working with DEI to validate and certify their data and to edit some of their practices.

eGIS Development update	
<b>Presenter</b>	David James
<b>Discussion</b>	<p>David reviewed the 2013 Release Calendar, which shows each release, start and finish dates, durations of each release, and the current status of releases.</p> <p>All pending and completed eGIS requirements are posted on the eGIS Requirements Repository (Service Pipeline) on SharePoint. Currently, there are 104 listed. Becky will send out the link.</p> <p><u>2013 Q4 Release update</u></p> <p>The engagement with GIS Inc. has been working well with the County moving quickly on the legacy data migration and other components of their 18-week project contract.</p> <p>The project is on schedule and within scope. A few issues:</p> <ul style="list-style-type: none"> <li>• Damage Assessment – Stakeholders are: Emergency Management, Risk Management, Property Appraiser, DEI, Real Estate Management, and BDRS. Requirements are too abundant to address in the short term. A mobile application on ArcGIS Online will be available for use by field employees in early 2014. The application will allow collection of data, FEMA reporting capabilities, and house other required data sources. Other requirements will then be addressed after the initial field application is in production to replace the legacy iVss system. Storm Impressions application is an application to be used by PSS – data sources will include photos from the Fire Department, as well as calls into the CIC and 911.</li> <li>• Planning Data – Bureau is working on this new item added to scope of Q4 Release.</li> <li>• Community Map – Carried over from Q2/Q3 Release.</li> <li>• PCSO Roadmap – Pending workshop with Esri.</li> </ul>
<b>Action Items</b>	Email eGIS Requirements Repository SharePoint link to eGIS Steering Committee – Becky Batten

Demonstrations	
<b>Presenter</b>	Mike Dawson
<b>Discussion</b>	Mike demonstrated some of the applications the GIS developers have built from Esri-provided templates and made ready for User Acceptance Testing (UAT). Applications demonstrated: Maps and Apps webpage, Land Use Viewer, Public Notification, County-Owned Property, and Hydrants Web Map.

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Aerial Imagery update	
<b>Presenter</b>	David James / Charlie Dye
<b>Discussion</b>	<p>Contract valued at \$208,979 was awarded to Aerial Cartographic, which will include 6" vertical images and 4" oblique images. Flights are scheduled for December and should be delivered in January.</p> <p>For consideration (at additional expense):</p> <ol style="list-style-type: none"><li>1. LiDAR (building footprints and height data) – estimated cost \$200K, which would be a separate flight. DEI initially showed interest but funding was not available in the budget and other departments did not show interest. Changes in flood zone plans and flood insurance requirements will increase the possible need for LiDAR, or something of the like, to show elevations.</li><li>2. Street View Imagery (building elevations) – Pam would like a demo to show if more than street-level imagery and elevations are available.</li></ol>
<b>Action Items</b>	Meet to review current LiDAR images – David James, Penny Hill, Rob Burnes, Pam Dubov, and Curt Nielsen.

New Business / Open Discussion	
<b>Guiding Principles</b>	<p>At a recent meeting, Sally expressed concern about the 12-week duration of each release, 4 releases per year. In response, David is recommending an adjustment to the schedule. He proposed 3 releases (16+ weeks each) per year. Pam and Marc are supportive of 3 releases per year. Pam is guessing releases may eventually go to 2 per year. Beginning in 2014, 3 releases will be scheduled per year.</p>
<b>Customizations</b>	<p>Sally also expressed concern about the guideline of 'customize only as a last resort'. She would like the ability to customize Esri's templates more. David would rather not customize unless absolutely necessary. Jason asked for examples of customizations vs. configurations. One example is a GIS education tool Sally would like for the Public's use, which is not currently available in the market and would require customization. Configuration of Esri templates is fairly quick and easy to adapt to our requirements. The disadvantage of customizations is that they can prevent the capability of upgrades and patches. Examples are MapGuide and Maximo. ESRI recommends a Commercial-Off-the-Shelf (COTS) based approach, which David quickly summarized.</p> <p>Jason cautioned limiting ourselves with the 'customize as a last resort' when it comes to enabling, innovating, and building new functionality to meet current and future needs.</p>