

# Minutes

Enterprise GIS Steering Committee		
2.6.2014	1:31pm –3:48pm	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)	
Note taker	Becky Batten, BTS	
Attendees	<p><u>Voting Committee Members</u>            Sally Bishop, Emergency Management            Marc Gillette, Supervisor of Elections            Jason Malpass, Sheriff            Bruce Moeller, Public Safety Services            David Scott, DEI</p> <p><u>Guests</u>            Steve Clark, BTS            Mike Dawson, BTS            Janet Deane, eGIS Bureau            Kelly Dickie, eGIS Bureau            Charlie Dye, PAO            Neal Fuhler, Clerk            Nancy Halvorsen, eGIS Bureau            Tom Lancto, Sheriff            Larry Nerge, BTS            Gregg Obarski, BTS            Kristin Preston, Sheriff            Jorge Quintas, DEI            Marty Rose, BTS            Jim Russell, BTS            Pete Schoelzel, City of Dunedin            Alan Shellhorn, Planning            Penny Simone, DEI            Heather Smith, BTS            Toni Smith, eGIS Bureau            Larry Solien, DEI</p> <p><u>Esri Representatives</u>            Adam Carnow            David Crosby            Scott Oppmann</p>	
Agenda	<ol style="list-style-type: none"> <li>1. Call to Order</li> <li>2. Approval of December and January meeting minutes</li> <li>3. 2014 Esri International User Conference Complimentary Passes</li> <li>4. Aerial Imagery update</li> <li>5. Building Footprints</li> <li>6. Parcel Fabric</li> <li>7. eGIS Release update</li> <li>8. Presentation by Esri Representatives</li> <li>9. COTS vs. Customization</li> <li>10. eGIS Bureau update</li> <li>11. eGIS Development update</li> <li>12. Open Discussion</li> <li>13. Adjournment</li> </ol>	

# Minutes

## Agenda Items

Approval of minutes from December and January meetings	
<b>Presenter</b>	Pam Dubov
<b>Discussion</b>	No changes to either set of minutes.
<b>Conclusions</b>	Bruce made a motion to approve the minutes. Sally seconded his motion, with all in favor.

2014 Esri User Conference Complimentary Passes	
<b>Presenter</b>	Pam Dubov
<b>Discussion</b>	A total of 10 complimentary passes are available each year through the ELA. For the User Conference in July, the passes are for: DEI 3, PSS 2, PCSO 2, and BTS 3.

Aerial Imagery	
<b>Presenter</b>	Charlie Dye
<b>Discussion</b>	Flights were completed and images captured in January. ACA and Pictometry are now processing the images and will have them ready for review by the end of March. SWFWMD will contribute ~ \$18K toward the flight cost.

Building Footprints	
<b>Presenter</b>	Pam Dubov
<b>Discussion</b>	PAO is capturing building footprint placements on resident properties and PSS on commercial properties. All footprints will be available for access after completion.

Parcel Fabric	
<b>Presenter</b>	Pam Dubov
<b>Discussion</b>	Panda is an Esri partner. Their services have been acquired to move the PAO base map into the parcel fabric. Parcels will be converted into shapes from lines.

# Minutes

eGIS Release update	
Presenter	Pam Dubov
Discussion	<p><u>2013 Q4 Release</u> 2013 Q4 Release closed 1/31/14. GISi successfully completed their contract. Requirements and Initial Design tasks were completed for the Damage Assessment and PCU Maps projects. A Security Assessment Workshop was held in December. Roads/Addresses Project and PCSO Roadmap Workshop project planning activities were completed.</p> <p><u>GISi Contract</u> Larry and Pam asked for approval to close out the GISi contract and to make final payment at the end of February. Bruce would rather defer approval until feedback is received from the users testing the new applications. <b>Pam will have Becky coordinate a short meeting to review and discuss feedback and approval of contract closure. Thursday, February 27<sup>th</sup>, 9:30am would be ideal for the Committee.</b></p> <p><u>Release Schedule</u> Pam would like to propose a change in the release schedule from 3-4 releases a year to 2 releases a year, just for 2014. The release schedule would then be re-evaluated. Projects are currently more significant, impactful, and time consuming. Penny expressed concern about the prioritization of projects. Jason inquired about smaller 30-day projects and how they would fit into the release schedule. Sally asked how projects, such as one she has a contractor working on that will eventually require BTS resources to move into production, will fit into the release schedule. <b>Pam asked for approval to go with 2 releases in 2014. Bruce made a motion to approve, David seconded. All in favor.</b></p> <p><u>2014 Release 1</u> 2014 Release 1 is scheduled for February – May, followed by Production Support in June. The proposed release will include: Ongoing Projects – GISi Post Production, Damage Assessment, PCU Maps, Disaster Recovery Site Test, Security Assessment, and PCSO Roadmap; New Projects – Pinellas County Basemaps and Database Restructuring; and, New Projects (staff availability permitting) – PAIRS Retirement, Polling Places, Campus/Park Locator, and Coyote Viewer. Investigation of Requirements for Roads/Addresses Project, DEI Legacy Data Migration, and DEI Visioning Workshop is estimated at \$75K for Esri workshops using EEAP credits (3 projects). Note: 100 more credits will be available in April. Potential ITQ for Vendor Engagement is estimated at \$250K for implementation of the Roads/Addresses Project and the DEI Legacy Migration. Turnaround time from workshop to vendor engagement for implementation is approximately 5-6 months, which may roll over into Release 2.</p> <p>Pam pointed out that the extra funding required above is not in this year's eGIS approved funding. Marty has been in contact with Bruce Moeller and David Scott to acquire necessary funding from the BCC Strategic Project Fund. Jason asked if this funding would be better spent hiring SMEs instead of acquiring vendor support, or if a combination of the two has been considered. Marty would be happy to present the idea to the BTS Board and the Board for the funding support. Pam is concerned that using the required funding for new resources would just extend the project durations. Using vendor support will allow our resources to learn from the experience as well as roll out the projects in a reasonable timeframe.</p> <p>Jorge pointed out that other GIS experts are in the enterprise that can be leveraged in addition to the eGIS Bureau. They would have access to the development environment and able to work in parallel to the Bureau.</p> <p>Pam would like to leave some room within releases to allow for smaller level of effort projects. Sally should have her Storm Surge application ready for the first release. Marc also mentioned his Polling Places application will be ready.</p> <p><b>Pam would like to approve the Ongoing and New Projects part of the Proposed Release 1 slide today and defer approval of the New Projects (staff availability permitting) for the March meeting. Marc made a motion for approval, Jason seconded, and all in favor.</b></p> <p><u>2014 Release 2</u> 2014 Release 2 is scheduled for July – November, followed by Production Support in December.</p>

# Minutes

Esri Presentation	
<b>Presenter</b>	Adam Carnow, David Crosby, and Scott Oppmann

COTS vs. Customization	
<b>Presenter</b>	
<b>Discussion</b>	<p>Esri pointed out several COTS applications included items which may have previously been considered customizations. New releases by Esri may include new features and functionality, which may standardize formerly customized applications.</p> <p>If there is a question about whether or not modifications to an application are considered customization or configuration, contact Esri. Customization and configuration require additional time.</p>

eGIS Bureau update	
<b>Presenter</b>	Toni Smith
<b>Discussion</b>	<p>The Bureau is physically relocating from the PAO to the 2<sup>nd</sup> Floor Annex on Monday, February 10<sup>th</sup>.</p> <p>Completed Pinellas County Map Book for Bob LaSala. They are currently training DEI Survey &amp; Mapping and working with Planning on future Business Requirements.</p>

eGIS Development update	
<b>Presenter</b>	Mike Dawson
<b>Discussion</b>	<p>The development team has completed the GIS Inc. applications soft launch and vendor contract. They are also working on other application development, such as PCU Maps and Damage Assessment.</p>

New Business / Open Discussion	
<b>Introduction of Guest</b>	<p>Marty introduced Pete Schoelzel from City of Dunedin. He is interested in partnering with us on this project. Pam would like to meet with Pete separately.</p>
<b>Resource Availability</b>	<p>Pam would like to put more focus on adequately resourcing this project as a whole.</p>

## ***EGIS Steering Committee Update***

February 6<sup>th</sup>, 2014

## ***Approval of Minutes:***

December 5<sup>th</sup>, 2013  
and  
January 15<sup>th</sup>, 2014  
Meetings

## ***2014 Esri International User Conference***

2014 Complimentary Passes have been distributed as follows:

DEI	3
PSS	2
PCSO	2
BTS	3
Total	10

## ***Aerial Imagery Update***

- Contractor – Aerial Cartographics of America, Orlando
- Initial Flights have been completed on both ortho & obliques
- Contractor is in the process of reviewing the flight lines with a possible deliverable in 30-60 days

## ***Building Footprints***

## ***Parcel Fabric - PAO***



**2013 Q4 Content 9/30/13-1/31/14**

> **GISi Engagement:**

- Successful Completion of Contract
- 6 Internal, 5 External Applications
- 91 layers and 16 tables added to the eGIS Database

**Impacts on eGIS Team:**

- Key Personnel Departures
- Scope Creep

> **Requirements and Initial Design Complete:**

- **Damage Assessment**
- **PCU Maps**

> **Security Assessment Workshop:** Held in December 2013

> **ITQ Release for Storm Surge**

> **Study, Investigation and Planning Activities:**

- **Roads/Addresses Project**
- **PCSO Roadmap Workshop**

2/6/20147



**Proposed 2014 Release Schedule**

<b>Release 1:</b>	February – May
<b>Production Support:</b>	June
<b>Release 2:</b>	July – November
<b>Production Support:</b>	December

2/6/20148



**Proposed Release 1 2014 Content**  
*(Working Group Recommended on 11/13/13)*

**Ongoing Projects from Q4 2013:**

**GISi Post Production:**

- Soft Launch of Applications created during vendor engagement

**Continuation and Completion:**

- Damage Assessment – includes training and implementation
- PCU Maps – includes training and implementation
- Disaster Recovery Site Test Exercise

**Continuation of planning/research activities:**

- Security Assessment
- PCSO Roadmap

**New Projects:**

Pinellas County Basemaps  
Database Restructure Planning (R1) & Implementation (R1 & R2)

**New Projects (staff availability permitting):**

PAIRS Retirement	Campus/Park Locator
Polling Place Application	Coyote Viewer Application

2/6/20149



**Proposed Release 1 2014 Content**  
*(Working Group Recommended on 11/13/13)*

**Investigation of Requirements: \$75,000**

- **Roads/Addresses Project**
- \*4-5 Day ESRI Workshop – about 55 EEAP credits
- **DEI Legacy Data Migration**
- \*4-5 Day ESRI Workshop – about 55 EEAP credits
- **DEI Visioning Workshop**
- \*2-3 Day ESRI Workshop – about 35 EEAP credits

**Potential ITQ for Vendor Engagement: \$250,000**

- **Roads/Addresses Project**
- Implementation - \$100,000
- **DEI Legacy Data Migration**
- Implementation - \$150,000

2/6/201410



**ESRI Representative Introductions**

Adam Carnow – Esri  
Account Executive

Scott Oppmann - Esri  
Local Government Solutions Project Manager

David Crosby – Esri  
Technical Architect

2/6/201411



**COTS vs. Custom**

2/6/201412

## *eGIS Bureau Update*

Completed GIS Pinellas County Map Book for Mr. LaSala  
Training DEI Survey & Mapping  
Completed in Workflow Manager /In process with editing  
Working with Planning on future Business Requirements  
Working with PSS on Fire Districts and Fire Provider data  
Continuation of data editing with EMA, MPO and Planning data

2/6/2014

13

## *eGIS Development Update*

Soft launch of GISi applications  
Status of GISi Vendor Contract

2/6/2014

14

## *Open Discussion*

2/6/2014

15

## *Adjournment*

2/6/2014

16