

As the Enterprise GIS Steering Committee developed plans for staffing, benchmark testing, license acquisition and other aspects of developing and implementing a countywide GIS (EGIS), it became apparent that two separate competency centers and work processes will be necessary to make EGIS a reality.

First, EGIS requires an EGIS technology competency center that includes all of the technical expertise and experience necessary to support an Enterprise GIS. The EGIS technology competency center will be responsible for routine EGIS technology support, GIS application development, systems design, and software, license and hardware acquisition and management. The EGIS technology competency center will be embedded within BTS and will leverage other Enterprise technology resources, standards and policies that have been established to support other critical enterprise business technologies.

Second, EGIS requires an EGIS data competency center, that operates as the GIS data authority for the County. The EGIS data competency center will create, edit, delete, publish and maintain spatial data on behalf of County GIS stakeholders. Historically, BTS has never been a GIS data maintenance oriented organization, however the Property Appraiser's Office is recognized as a center of excellence and has extensive experience in creating and maintaining special data to include the requisite quality assurance processes and supervision.

The EGIS Steering Committee recommends that staff and resources that support the EGIS be divided into the two EGIS competency centers as follows:

1. The EGIS technology competency center will exist within the BTS organization and would include GIS application support, GIS software development and GIS systems design staff. BTS will also provide the expertise necessary to acquire enterprise licenses, and system infrastructure such as hardware, software and network devices, etc. Human resources, payroll, and performance evaluations for these staff members will be provided by BTS and resources for these staff members, and budget amounts for hardware and software will be included in the BTS budget as proposed during the May 2011 BTS budget presentation. Staff members will hold jobs within the BTS exempt job classifications.
2. The EGIS data competency center will be called the EGIS Bureau and will consist of the staff responsible for creating and maintaining special GIS data as prioritized and identified by the EGIS Steering Committee. The EGIS Bureau will exist within the Property Appraiser's Office but will not maintain the Property Appraiser's base map or GIS data. The \$480,000 salaries and benefits of 6 personnel initially assigned to the Bureau will be included in the Property Appraiser's FY2011/2012 budget. Supervision of the bureau will be provided by the Bureau Chief who will report to the EGIS Steering Committee. Human resources, payroll, and physical resources such as office space for these staff members will be provided by the PAO although software licenses will be part of the enterprise license. Staff, other than the Bureau Chief will hold classified positions within the Unified Personnel System. The Bureau Chief position may either be classified or exempt.

This organizational structure will provide two different types of expertise to oversee the development of the GIS. One highly technical and oriented toward technology; the other very process oriented and built to ensure the quality and reliability of GIS data. Both teams will work together collaboratively to achieve common goals as determined by the EGIS Steering Committee.

In order for this organization to be established, the \$480,000 2011-2012 budget dollars allocated in the BTS budget for the Bureau staff only should be moved into the Property Appraiser's budget with staff positions separate from current PAO positions and job classifications. Funding for approximately 85% of the PAO budget comes from the General Fund, the remainder from independent taxing authorities and SWFWMD. The EGIS Steering Committee will be responsible for developing new job descriptions that will distinguish the incumbents from PAO staff and tasks. The Bureau will maintain work records that will demonstrate that the data maintained by the bureau is not Property Appraiser specific data but is enterprise developed and "owned" by departments that do not have their own GIS data maintenance staff or which require the help of the Bureau to perform special GIS projects.

We respectfully request that the BTS Board approve a recommendation to the Board of County Commissioners and the Property Appraiser to:

1. Remove the 6 staff positions and \$480,000 budgeted salary and benefits amounts attributable to the EGIS Bureau from the BTS Budget and add those positions and resources to the Property Appraiser's FY 2011/2012 organization and budget.
2. Submit an amended Property Appraiser's FY2011/2012 budget to the Florida Department of Revenue for approval that includes \$480,000 funds for staffing 6 positions in the Bureau.