

# **Enterprise GIS Steering Committee (EGIS)**

## **Meeting Minutes**

October 6, 2011

### **I. Call to Order**

The EGIS Steering Committee meeting was called to order at 1:32 pm on 10/6/2011 in the BTS Conference Room 330, Clearwater Annex building 3<sup>rd</sup> Floor.

### **II. Attendance**

Business Technology Services (BTS):

David James, Mike Alband, Jason Griffin,  
Mike Dawson, Becky Reed

Property Appraiser's Office (PAO):

Pam Dubov, Charlie Dye

Department of Environmental Infrastructure (DEI):

Pete Yauch, Don Lord, Elizabeth Hubbert

Emergency Management:

Sally Bishop

Planning Council:

Michael Schoderbock

Sheriff's Office (SO):

Jim Main, Kristin Preston

Supervisor of Elections (SOE):

Rick Becker

City of St. Petersburg:

Muslim Gadiwalla, Lesley Ward, Sharon  
Welch

EGIS Bureau:

Kelly Dickie, Christy Kretschmann, Toni  
Smith

### **III. Approval of Minutes from the August 4, 2011 meeting**

No corrections to the minutes. David James made a motion to approve the minutes, Jim Main seconded, with all in favor.

### **IV. EGIS Benchmark Update Presentations – EGIS Bureau, Jason Griffin, Mike Dawson**

The EGIS Bureau members are: Kelly Dickie, Christy Kretschmann, Toni Smith, Joe Borries, and Janet Deane. The presentation by the Bureau highlighted many areas of GIS they have been working on: the datasets and pilot area current being assessed; current and proposed land use issues; road centerlines and site address points; Quality Control Process ideas and the Migration Assessment Report; the Data Driven Pages and maps to be available to the Public, which is new to ArcGIS v.10. These pages will have the EGIS Bureau Seal of Approval to show legitimacy. Goals of the Bureau for the month of October were provided. The team is working with Alan Shellhorn as they move through the processes and issues. This presentation will be available on the EGIS SharePoint site.

David provided a little more information about the history of this initiative to bring this meeting's guests up to date. The budget and personnel cuts over the past few years have significantly impacted the County's GIS support. David is hoping to establish department/agency liaisons with DEI, EM, etc. to work with the Bureau. BTS is in the process of implementing a tool to allow the Bureau to accept work requests, which will include an audit trail, call line, etc. The Bureau has accomplished a lot in less than 5 weeks. Pam reminded everyone this Pilot only includes a small area of Pinellas County. Once the Pilot is completed, other County areas will be available for requests. When this happens, the Bureau will take a slightly different role of prioritizing, as well as working on requests. This will be a work in progress. At this time, David asked everyone to hold off on submitting work requests not related to the Pilot. The current GIS system is still running and will continue to until this Pilot is complete.

David introduced Mike Dawson and Jason Griffin, BTS GIS specialists. Mike and Jason have been in training throughout the month of September mostly focused on GeoDatabases. They, along with Carol Ginski, are discussing ideas of efficiency and effectiveness of databases. Archiving maintains a constant picture of the data which continuously changes. Archiving will allow the Bureau to view historical changes of the databases to address questions or issues with changes. Archiving will allow for backing out changes to previous stages. Dynamic Geocoding is another efficient tool. Versioning tracks any and all

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changes to the databases, allowing more than one user to make changes at the same time. This team is currently reviewing the Workflow Manager, which keeps the process true and communication open with all stakeholders. Layer packages allow end users to submit map changes with our labeling. Consistency and data integrity are two goals through this transition. Mike demoed some of the maps and applications from ArcGIS. ESRI would like us to submit updates of our maps to them on at least a yearly basis. Redistricting, zoning, public works, and utilities segments of the product could also be applicable and useful.

Pam invited everyone to visit the Bureau on the 2<sup>nd</sup> Floor of the New Courthouse.

### **V. ESRI Enterprise License Agreement update – David James**

The County currently has multiple licenses with ESRI scattered throughout multiple departments, the Property Appraiser's Office, and BTS. BTS has been working with ESRI on an enterprise license agreement, in effort to consolidate our current licenses and purchase new licenses. David has reviewed a draft version of the agreement.

The agreement includes:

- 3-year unlimited license deployment period (At the end of 3-year deployment period, the Certification Process will be completed, which will include a baseline inventory of licenses utilized. The County will then be required to pay for any additional licenses.)
- 10 registrations to the annual ESRI User Conference
- 6 annual subscriptions to the ESRI Developer Network
- A table of ArcGIS available applications
- A table of authorized departments and agencies within the County, which does not include municipalities at this time
- A table of training provided to the County by ESRI over 3-year period

The overall cost has not been part of discussions yet; but, finalizing this contract is currently top priority. Pam pointed out the importance of getting the credits for existing ESRI software licenses, which will lessen the impact to County budgets. Before the agreement is finalized, it will be reviewed extensively by this Committee, as well as by the County Attorney.

The City of St. Pete questioned the possibility of sharing training within the County and with municipalities. Pam agreed, especially with the cities of St. Pete and Clearwater. Pam asked the City of St. Pete where the approval of coordinating this effort would come from. Muslim would be their point of contact with approval coming from the Mayor. The City of St. Pete is in the process of scheduling a meeting with Pam, possibly for 2:30pm October 25<sup>th</sup>.

The challenge always seems to be allocation of the final enterprise license agreement price if there will be shared access by the county, municipalities, the Pinellas County School Board, etc. Pam will contact the City of Clearwater. Muslim will contact the City of Largo. The cities of Safety Harbor and Oldsmar have been in contact with Charlie already. David went through a similar process with Pictometry, which ended up incorporating the County and all interested municipalities.

The draft enterprise license agreement David presented will be posted on the SharePoint.

### **VI. Aerial Imagery update – Charlie Dye**

Our interlocal agreement with SWFWMD to have ortho and oblique images flown has worked out well. Ortho flights, which result in 6-inch pixel images, have been completed and are available on the server.

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Oblique images are being taken by Pictometry. 10% of the images had flares and need to be re flown. We are withholding 25% of the final payment until these images are received. Pictometry is working on getting these pictures re flown, using a different camera and flying them diagonally to reduce the flares and glare. There is no cost to the County for these images to be re flown. Once they have been received, evaluated, and approved, they will be posted on the server and final payment will be sent to Pictometry. Both old and re flown images will remain available. This should be completed soon.

USGS has contacted Charlie recently and has funding available. They would like to fly Hillsborough and Pinellas counties in preparation of the presidential convention next year. Are these images available without partnership? They will not be, due to Homeland Security. Drone flights are also going to be done in preparation of the convention.

Pam mentioned cutbacks SWFWMD has endured and noted SWFWMD will not be able to fly ortho images anymore. Oblique images will not be flown in 2012, since they are being flown right now.

### **VII. State EMS GIS Data Sharing Initiative – Sally Bishop**

Virtual USA is a platform used by the State that takes live data from anywhere and makes it available for use to everyone. Sally asked the State EMS department if there is a data collaborative within the state available for us to utilize. The State planned to create a GIS Coordination Office as part of last year's Strategic Plan; however, nothing further has been done around this effort. There is interest in this initiative but funding may stall it from progressing. In the meantime, GIS managers have a volunteer steering committee, as well as other committees, discussing GIS and what to do in the future.

The State of Florida has a software package called Gator. EMS is a big user of GIS data and to have stack data, local to state to federal, would be a significant advantage to us. Sally would like our County to be similar to Palm Beach County. Palm Beach County is using the tool Sally is interested in. To be able to use this tool for planning purposes, as well as catastrophe response purposes, would be a benefit to everyone -- effective, efficient, responsive.

### **VIII. Open Discussion**

#### **a. Street Level Imagery**

Pam and Jim Main were recently discussing street level imagery. Pam is in the process of trying to get a copy of the RFP Orange County used to acquire street level imagery a few years ago. The funding, \$480K, for us to purchase street level imagery was approved by the Board during budget hearings. Forming a group within this Committee to create the business case and the RFP would be the first step. Email David if you have an interest in participating in the group. (Property Appraiser, Sheriff, BTS, and DEI expressed an interest during this meeting). Rick Becker asked if street level imagery is residential only or if it includes commercial property too. Pam responded that when it comes to condos, as well as commercial buildings, images will include addresses and fronts. We could pay extra for tagging abilities, which would allow us to tie the image to a parcel. Pete noticed Google Street Maps has been updated recently with good quality. Pam will check on whether or not Google Maps is an option for this initiative; but, the fact they do not provide metadata on the map data would be an issue.

#### **b. EGIS Budget Status**

Since our last meeting, all the County's department budgets have been approved by the Board. Paul presented the EGIS budget – \$1.11M to include oblique imagery, the EGIS Bureau, infrastructure, and street level imagery. The oblique imagery funding of \$90K will not be necessary since the images are

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currently being flown. These extra funds could offset SWFWMD's inability to contribute funds due to their own budget cuts.

**c. Supervisor of Elections Redistricting**

David asked Rick if the EGIS Bureau can assist the Supervisor of Elections during their redistricting process. David let him know the EGIS Bureau is available, if needed.

**IX. Adjournment**

This meeting was adjourned at 3:09 pm.

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**Action Items**

Action Item	Assignee	Due Date	Status
Post EGIS Benchmark Initiative presentation on SharePoint	Becky Reed	11/2/11	
Meet with City of St. Pete to discuss Enterprise License Agreement	Pam Dubov	11/2/11	
Contact City of Clearwater re: Enterprise License Agreement	Pam Dubov	11/2/11	
Contact City of Largo re: Enterprise License Agreement	Muslim Gadiwalla	11/2/11	
Post draft Enterprise License Agreement on SharePoint	Becky Reed	11/2/11	
Email David if interested in being on Street Level Imagery committee	All Attendees	11/2/11	
Research Google Maps as an option for Street Level Imagery	Pam Dubov	11/2/11	