

Minutes

Enterprise GIS Steering Committee		
5.3.2012	1:29pm – 2:20pm	Annex 3 rd Floor CR330
Chair	Pam Dubov, Property Appraiser's Office (not present)	
Vice Chair	Larry Arrington, Planning	
Facilitator	David James, Business Technology Services	
Note taker	Becky Reed, Business Technology Services	
Attendees	<u>Voting Committee Members</u> Larry Arrington, Planning <u>Guests</u> Dick Cody, PSS – 911 Mike Dawson, Business Technology Services Charlie Dye, Property Appraiser's Office Carl Erickson, PSS – ECC Carol Ginski, Business Technology Services Jason Graziano, Business Technology Services Jason Griffin, Business Technology Services Elizabeth Hubbert, DEI Curt Nielsen, Property Appraiser's Office Scott Pinheiro, City of Pinellas Park Bob Puccinelli, City of Pinellas Park Michael Schoderbock, Planning Penny Simone, DEI Toni Smith, EGIS Bureau Larry Solien, DEI David Walker, Planning Melanie Weed, DEI Shirley Zeller, DEI	
Agenda	1. Approval of April 5, 2012 meeting minutes. 2. Standing Reports: a. EGIS Bureau update b. EGIS Technology update (ArcGIS Online Proposal & NAD 27/83 update) 3. EGIS Enterprise License Agreement update 4. New Business / Open Discussion	

Agenda Items

Approval of April 5, 2012 meeting minutes	
Presenter	David James
Discussion	No changes to the minutes.
Conclusions	No quorum. Approval of minutes postponed until next meeting.

Minutes

Standing Report – EGIS Bureau update	
Presenter	David James
Discussion	<p>The Bureau has been working with legacy data from the Planning Department. The legacy data has been successfully migrated into the ESRI ArcGIS for Local Government data model.</p> <p>The eGIS Bureau has developed the following standard processes:</p> <ol style="list-style-type: none"> (1) Data conversion (2) Internal QA (3) Owner of Data review and approval (4) Publish data in ArcGIS <p>David presented a report to the Committee of how the Bureau is tracking the steps and datasets the Bureau has or is working on.</p> <p>The eGIS Bureau is able to assume responsibility for additional datasets. Requests should be submitted to this Committee for review and prioritization.</p>
Action Items	David will develop an online survey to allow submission of suggestions on datasets to review.

Standing Report – EGIS Technology update	
Presenter	David James
Discussion	<p><u>ArcGIS Online Beta Program</u> – ArcGIS Online for Organizations is available for beta testing by ESRI customers. Pinellas County is participating in the beta test process.</p> <p>David presented the proposed Beta Test Program overview:</p> <ul style="list-style-type: none"> • Testing at no cost between 5/7 and 6/29/12 • Up to 100 Pinellas County employee accounts • Services hosted by ESRI • All data will be deleted once testing ends <p>Objectives:</p> <ul style="list-style-type: none"> • Cross-functional teams created for assessment of tools and functions • Identify limitations • Develop implementation strategy and plan • Identify user training needs <p>Structure of Assessment Team: David James, Project Sponsor; Jason Griffin, Tech Lead; Michele Lundeen, ESRI Support; various nominated employees (up to 100) from EGIS stakeholders. Assessment activities will be completed using pre-defined use cases. A SharePoint will be created for Team collaboration.</p> <p>Next Steps: Pinellas County is already enrolled to participate. The Program overview has been presented to this committee and nominations have been requested. A briefing/training session for the Assessment Team will occur the week of 5/7. Pre-defined cases are to be developed.</p> <p><u>NAD 27/83</u> – County's GIS data storage. All data is being migrated to NAD 83. Deferring formal adoption of NAD 83 as the County's map projection standard until next meeting. David thanked all staff involved in moving this initiative forward.</p>
Action Items	Email David and/or Becky nominations for beta testing group (County departments only) by Friday, 5/11/12.

Minutes

EGIS Enterprise License Agreement update	
Presenter	David James
Discussion	<p>ELA details:</p> <ul style="list-style-type: none"> • 4-year term with unlimited deployment rights (as software is deploy, we need to be diligent at keeping an inventory because all deployed software during the 4 years is then owned by the County) • Option to extend its term beyond 4 years • Extensive list of licensed software available • If your department is paying maintenance fees for any ESRI software, this ELA will eliminate those fees (BTS will assume these fees) • Licensees are all Pinellas County Government entities, including fire districts and mobile users • Agencies include municipalities (municipalities have to sign a binding agreement) • Consultants/contractors have limited use • 3rd party software would have to be reviewed and approved on a case by case basis • Tier 1 Support is in-house provided by designated County staff only (BTS – Mike Dawson, Carol Ginski, Jason Griffin; PAO – Curt Neilson, Lori Scherer, Jim Armstrong) • Tier 2 Support is provided by the ESRI Support Desk • Training (trainees designated by this Committee) • Miscellaneous: 100 hours of support; 1 annual planning day; quarterly enterprise webcast; 100 service credits; 10 complimentary ESRI User Conference registrations • Approved by the BCC Board on 4/24 at a total of \$1.8M • The ELA has been posted on the EGIS SharePoint site <p>Infrastructure has been purchased and installed. Software licenses are in progress. Larry commended all staff involved in getting this ELA completed and approved.</p>
Action Items	<p>David will develop draft policies for this Committee's review and approval, as well as an interlocal agreement for municipalities and other agencies (likely available within the next 3-4 weeks).</p> <p>Becky will move the ELA document to the EGIS SharePoint home page.</p>

Meeting adjourned at 2:20pm. Minutes submitted by Becky Reed.