Minutes

Enterprise GIS Steering Committee		
3.7.2013	1:31pm – 3:03pm	Annex 3rd Floor CR330
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	Voting Committee Members David Anderson, Sheriff Sally Bishop, Emergency Management (EM) Marc Gillette, Supervisor of Elections (SOE) David Scott, Department of Environment and Infrastructure (DEI) David Walker, Planning Guests Mike Alband, BTS Rob Burnes, DEI Rick Cody, PSS Jill DeGood, Sheriff Charlie Dye, PAO Neal Fuhler, Clerk Carol Ginski, BTS Jason Graziano, BTS Karen Heyse, DEI Elizabeth Hubbert, DEI Christy Kretschmann, eGIS Bureau Ana Mena, City of Safety Harbor Bruce Moeller, PSS Gregg Obarski, BTS Kristin Preston, Sheriff Jim Russell, BTS Michael Schoderbock, Planning Alan Shellhorn, Planning Penny Simone, DEI Heather Smith, BTS Toni Smith, eGIS Bureau Larry Solien, DEI Art Stadlin, BTS Jackie Weinreich, PSS		
Agenda	1. Call to Order 2. Approval of February 7, 2013 meeting minutes 3. Eligible Agency Agreement review 4. Google Maps 5. MapGuide Retirement Strategy 6. eGIS Bureau update 7. eGIS Development update 8. eGIS Working Group update 9. Open Discussion 10. Adjournment		

Agenda Items

Approval of minutes from February 7, 2013 meetings	
Presenter	Pam Dubov
Discussion	No changes to the minutes.
Conclusions	Pam Dubov made a motion to approve the minutes. Sally Bishop approved the minutes and Marc Gillette seconded, with all in favor.

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Eligible Agency Agreement Review	
Presenter	David James
Discussion	In the ELA with ESRI, there is specific verbiage relating to the Eligible Agencies for view and editing access rights to the ESRI map data. These Eligible Agencies include municipalities, PSTA, JWB, and the School Board. The County Attorney's Office has recently amended the Eligible Agency Agreement, as well as the Eligible Agency Access Agreement non-County users must sign before their access is granted. This agreement includes a link to policies around accessing, editing, and sharing ESRI map data, as well as implications if their access impacts to the performance of the system. The City of St. Petersburg recently contacted David James in regards to zoning and general map data.
Conclusions	David James requested approval to adopt the revised agreement and attached policy. David James made a motion. Marc Gillette approved and Sally Bishop seconded.

Google Maps	
Presenter	David James
Discussion	Google Maps has been free of charge for not-for-profit government use until recently. Google implemented a graduated fee-based structure in late 2012. Fees are incurred when map loads exceed 25K transactions per day. The County exceeds 25K per day on a regular basis, upwards of 55K per day with several high volume Google Maps based applications, including *Active Calls*, which is utilized mostly by the public but also by County staff. Funding to maintain Google will be necessary until map loads are reduced below 25K per day. BTS plans to minimize Google Maps fees by transitioning applications to the ESRI ArcGIS platform. The goal is to reduce Google Maps below 25K per day by December 2013. In the mean time, the BCC TSC has approved funding to support Google Maps, not to exceed $75K.

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MapGuide Retirement Strategy – Solution Design	
Presenter	Jason Graziano
Discussion	**The "What"** During January and February, BTS met with 20+ stakeholders to discuss the Mapguide retirement, their replacement requirements, and their concerns. Their requirements were documented and incorporated into the draft solution design diagram, which was then reviewed and approved by the Working Group on February 26th. Jason presented and reviewed the draft solution design diagram, which includes current and proposed applications for ArcGIS Online (internal, external, and PCSO Security applications), and what is accessible through the internet and intranet. The green shaded applications are proposed applications; whereas, the white shaded applications are already in Production. BTS will have to meet with the Sheriff to discuss their WebEnforcer application data migration and the possibility of acquiring a vendor to complete this portion of the project. Next Steps to be completed by March 31st: 1. prioritize MapGuide retirement 2. define requirements in greater detail 3. develop estimates of remaining 2013 releases The next Working Group meeting is Monday, March 18th.
Questions & Comments	Pam asked which departments require migration to the Public Notification application. An example would be a pipe busting and DEI notifying the public via this application. Using the map, you can highlight an area and generate a list of addresses for the purpose of notifying surrounding residents. Pam expressed interest in reviewing this application for the Property Appraiser's use.

Discussion	**The "How"**
	
	Jason summarized the Short Term Plan, which includes:
	1. gradual rollout of ArcGIS Online
	2. aggressive migration of old data
	   a. the DEI data included in this phase of data migration does not include any EAM related data
	   b. some of the PSS legacy data needs to be maintained until full migration to ArcGIS Online
	   c. dates of migration are flexible
	3. solution implementation (data will not be published in ArcGIS until it goes through the QA/QC process)
	4. diagram of tasks to be completed by BTS and by an ESRI partner vendor
	
	Funding to implement MapGuide Replacement not to exceed $60K was approved by the BCC TSC on March 4th.

Questions & Comments	Pam suggested adding a block for WebEnforcer to the diagram, as well as adding a disclaimer related to flexibility of implementation dates. David James recognized Carol Ginski for her service to the County and work on the eGIS project. She is retiring at the end of March.
Conclusions	Jason asked the Committee to approve the solution design. Sally Bishop made a motion to approve and Marc seconded the motion.

eGIS Bureau update	
Presenter	Toni Smith
Discussion	• The TIF Districts and Planning Sectors were completed today. These datasets will be given the Gold rating. • The Bureau is focusing on the Public Safety Services and Emergency Management data and will begin working on the data mentioned in the Solution Design. • The Bureau's vacant position has been advertised and phone interviews have taken place. The next step is in-person interviews, which are scheduled to take place March this week and next week.

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eGIS Development update	
Presenter	Mike Alband / Art Stadlin
Discussion	• Gregg Obarski has assumed Jason Griffin's position as a GIS Developer in BTS. • Two deliverables: prototype tested. Know Your Zone application, which has required customization, will be ready to deliver to EM by April 1st for review. • Art summarized the Q1 Release Progress, which is scheduled to go live Monday, April 15th. The Emergency Management MapGuide Retirement was changed to Yellow because of the date change and the print capability. Data migration is scheduled to be complete by March 29th.

eGIS Working Group update	
Presenter	Jason Graziano
Discussion	Outstanding Tasks include: 1. Scheduling demos of two applications: (1) Damage Assessment and (2) Road Closure & Debris Clearing. Both will be provided by ESRI. 2. Scheduling a consultation with ESRI to discuss the Public Safety Services infrastructure.
Conclusions	Jason requested approval to use the EEAP credits for the Public Safety Services Infrastructure consultation. Pam approved the use of these credits for this consultation.

New Business / Open Discussion	
Item #1	David James met with Bruce Moeller recently. Bruce would like to become a member of the Committee. David will send an email requesting Bob LaSala nominate Bruce for the Committee. Bruce would like to lead an initiative for a Vehicle Routing application.
Item #2	At the last meeting, the Committee approved the Aerial Images initiative. Charlie Dye has been in touch with Florida Department of Revenue. Ortho images will be at a total of $60K; oblique images will be in the $120K range. Funding is available for the purchase of these images. Penny Simone inquired about LIDaR; Charlie will follow up with Penny after this meeting.