Minutes

Enterprise GIS Steering Committee
5.7.2015 1:30pm – 2:15pm Clerk’s 4th Floor Conference Room

Chair Pam Dubov, Property Appraiser’s Office
Note taker Toni Smith, BTS

Attendees Voting Committee Members
Pam Dubov, Property Appraiser’s Office (PAO)
Bruce Moeller, Interim Chief of Staff, Safety and Emergency Services (SES)
David Scott, Department of Environment and Infrastructure (DEI) ABSENT
Marc Gillette, Supervisor of Elections (SOE)
Jason Malpass, Pinellas County Sheriff’s Office (PCSO) ABSENT
Jake Stowers, Planning/DRS ABSENT

Jill DeGood, Sheriff (for Jason Malpass)

Guests
Ryan Auclair, BTS
Deborah Berry, Justice & Consumer Services
Joe Borries, Emergency Management
Jason Ester, County Attorney
Dawn Estes, BTS
Ginny Holscher, Risk Management
Curt Nielsen, PAO
Marty Rose, BTS
Alan Shellhorn, Planning
Penny Simone, DEI/ETS
Toni Smith, BTS
Bryan Zumwalt, BTS

1. Call to Order
2. Approval of Minutes from the March 5th, 2015
3. ESRI Enterprise License Agreement Status
4. eGIS Staffing
5. St Pete Beach Interlocal Agreement
6. Damage Assessment
7. Project Updates
8. Open Discussion

Agenda Items

Call to Order

Presenter Pam Dubov
The meeting was called to order at 1:30pm.

Approval of minutes from the February 12th, 2015 meeting

Presenter Pam Dubov
Discussion No changes.

Conclusions It was asked by Pam if there were any changes to the March 5th, 2015 meeting minutes. One comment was made by Bruce Moeller about the meeting being short and concise while making a motion to approve the minutes. Marc Gillette seconded. All in favor. Minutes approved.
### ESRI Enterprise License Agreement Status

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<th>Presenter</th>
<th>Bryan Zumwalt</th>
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**Discussion**

Bryan began by showing the slide representing the new ESRI Enterprise License Agreement Fee Schedule that will go in front of the BTS Board by Marty Rose on May 21st. The adjusted agreement includes a fourth year without inflation costs, therefore extends through FY19. The total contract value for the 4 years is $2,420,000. The question was asked of how the fourth year was obtained and it was answered that Don Crowell from the County Attorney requested and ESRI honored it. Marty Rose asked for a procedural vote on the amended agreement (from the previous March 5th meeting). Bruce Moeller recommended approval, Marc Gillette seconded. Curt Nielsen, from the Property Appraiser’s Office, asked if there was a “cheat sheet” of the parameters of the new agreement. The list of specifics will be included at the end of these minutes.

### eGIS Staffing

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**Discussion**

Bryan brought to the attention of the committee of the staffing changes within the eGIS team. With the retirement of Janet Deane and the transfer of Nancy Halvorsen to another BTS department, it leaves the team short two members. Janet Deane’s position was double encumbered by Kristin Preston’s, so will not be replacing her open position. There have been talks about the potential consolidation of the BTS/eGIS team and the DEI GIS Unit. BTS is currently working with Public Works, Utilities and Office of Engineering Support on this merge. This would create a centralized enterprise GIS service under BTS Leadership and prepare and expose the DEI GIS Unit the functionality and practices ahead of the Enterprise Asset Management project. With their expertise in the Public Works, Utilities and Environmental Management, it would help streamline the retirement of the legacy systems and applications and remove “single points of success” concerning data management. Pam asked if there was a timeline for this to happen and if it depended on the fiscal year. It was stated that it would be the same as when the Property Appraiser employees were transferred to BTS at the beginning of this initiative.

### St Pete Beach Interlocal Agreement

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**Discussion**

There was a request from the City of St Pete Beach seeking an interlocal agreement with BTS for GIS Services. They were requesting help in developing a new application (Viewer) of their data. They had a private company create a viewer for them which is not usable. There would be application development and GIS integration services with a permitting system, with the possibility of hosting the application on our servers. It was estimated about 390 hours of work. It was asked of the committee if eGIS is available to the cities for this kind of work. Although there were thoughts of opportunity to help out the cities, there were also concerns about starting to do work for cities when we are still trying to complete work and have an existing pipeline of work from county agencies. Bruce Moeller mentioned that Mark Woodard meets monthly with the city managers and could bring this topic up to see if there were other cities that would be interested in GIS services from the county. If so there would have to be discussions on what services would be available and setting forth service level agreements, as well as expanding the eGIS team in order to cover the city support. The benefits and risks would have to be determined. It was added that this “work” is not just development but would also include maintenance and troubleshooting which could never have an end. Marc Gillette mentioned that if we did do this that St Pete Beach would be a good city to start with. Bruce Moeller will follow up with Mark Woodard on this topic. Pam said if he needed to meet with her she was willing. Marty wanted to remind all that the services would be for development and support and that the county would not provide the software and/or hardware. Deborah Berry mentioned that some of these smaller communities do not have the IT support available, so to keep that in mind.
## Damage Assessment

**Presenter:** Bryan Zumwalt  

**Discussion**  
Bryan mentioned that the damage assessment training with Emergency Management and other agencies begins on June 9th. Pam asked the question about the procurement of devices. She mentioned that she has 30 teams that can go out for damage assessment but at this time she does not have devices and will not until October. But those devices will be Windows based because that is what their systems need for their work. David Howdeshell has purchased 30 tablets for Development Review Services daily use in the field which can also be used for damage assessment. He has offered 10 of those devices for training purposes. Sally Bishop and Joe Borries had met with Pam about the option of eGIS purchasing these devices. Pam felt as though eGIS is there to manage a GIS System and development and is not in the business of hardware procurement or acquiring any devices and felt that somewhere in the damage assessment community would need to provide these devices since in sits in Emergency Management. Pam asked the question to the committee and they all agreed it shouldn’t be an eGIS responsibility. Bruce Moeller said that he would talk more about this with Sally and Joe. He also mentioned that if a CAT 3-5 hurricane was coming our way, his department would be going to Best Buy and buying devices, meaning that would be the least of our problems.

## Project Updates

**Presenter:** Bryan Zumwalt  

**Discussion**  
Bryan briefly went over the project update slide showing which projects were completed, in development or in testing. Some of the completed projects were Sign Inventory Mobile Data Collector, Crossing Guard Locator, Trespass Inventory GIS, Crimeviewer/CrimeFighter, WebEnforcer, Open Data Public Website, Pictometry Explored Cloud Services, AIRS Application updates, and Historical Sites Viewer. Current work priority is the PCUGIS MapGuide Replacement application, Development Review Services Viewer, WebGI MapGuide Replacement viewer, Countywide Address Geocoders and Road/Addresses Dispatch Integration. Bryan reiterated that September 1st is still the target date to retire all MagGuide applications. The eGIS team is hoping to have some replacement prototypes ready by June.

**Questions on Projects:**
*WebEnforcer – Jill DeGood asked the status of migration of the live crime data. They are ready to use the new WebEnforcer application once the live data is migrated.  
*PCUGIS – prototype is in testing with the Utilities department. A splash screen, which was shown to the committee, shows on the application that it will soon be replaced.  
*Address Geocoders – 911 is working on the last piece in their system. Once this is completed, MapGuide (MUNSYS) will no longer be updated with new addresses and/or road centerlines. The County Utility SAP reports will also be redirected to the new ESRI data. Joe Borries and Jill DeGood mentioned that the Special Needs Application and Sheriff’s ACIIS system will need to switch to the new geocoders also.  
*Supervisor of Elections – data has been shared between SOE and eGIS and will be getting together within the next month to discuss.  
*Parcel Replication – there was some hiccup with the replication of the parcel data from the PAO since they had moved to parcel fabric. With working on issues with ESRI concerning this it has been worked out and Curt from the PAO and the eGIS team will be working within the next two weeks to correct the replication of the parcel data. Pam mentioned that when she went to parcel fabric she did not realize that she was a “beta” for parcel fabric using Oracle, but those kinks have now been worked out and her office is doing their best to get caught up.  
*Move to the PSC – this will affect staff time as the eGIS servers will be moved from the basement out to the PSC and will go from physical to virtual servers.

## Open Discussion/Adjournment

**Item #1**  
Pam admired the fact that Bryan and other attendees were communicating in a fashion that questions being asked were being answered in a positive way. Alan Shelhorn also mentioned the great work that Bryan and the eGIS team has been doing the past year.

**Adjournment**  
The meeting adjourned at 2:15 pm.
Approval of Minutes

- March 5th, 2015 Meeting

**eGIS Staffing Changes**
- Janet Deane retirement
- Nancy Halvorsen transfer within BTS

**St. Petersburg Beach Interlocal Agreement?**
- St. Pete Beach seeking interlocal agreement with BTS for GIS Services
  - Application Development (290 hours*)
  - GIS Integration Services with Permitting System (100 hours*)

> Estimated FY16 eGIS staff hours needed

**2015 Release 1 Project Status**

- **Common Data**
  - Boundary/Parcels Replacement Version **1.0**
  - Education/Transportation Data Integration
  - Major Roads/Plains (FY15 Updated)

- **Development**
  - In Development
  - In Testing
  - Complete

- **In Development**
  - © 2015 eGIS

**Minutes**
ESRI Agreement Specifications

### Enterprise License Agreement for Use of ESRI

**Year**: $2,000,000, $3,000,000, $5,000,000, $10,000,000

**Total**: $20,000,000

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<tr>
<th>Enterprise License Agreement for Use of ESRI</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Total</th>
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<tbody>
<tr>
<td>Software and Maintenance included in Enterprise License</td>
<td>$2,000,000</td>
<td>$3,000,000</td>
<td>$5,000,000</td>
<td>$10,000,000</td>
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### ESRI Agreement Specifications

Which is ESRI. The purpose of the Enterprise License Agreement is to provide a mechanism for the enterprise license agreement. The ESRI Agreement Specifications document includes the following sections:

- **Article 1**: Enterprise Use License
- **Article 2**: Enterprise Software License
- **Article 3**: Enterprise Support Agreement
- **Article 4**: Enterprise Training Agreement

Each article includes detailed specifications and conditions for the use of ESRI software.

**Article 1: Enterprise Use License**

- **Software**: Includes all software products and services specified in the agreement.
- **License**: Grants the right to use the software for the specified purposes.
- **Restrictions**: Prohibits resale, distribution, or public performance of the software.

**Article 2: Enterprise Software License**

- **Software**: Includes all software products and services specified in the agreement.
- **License**: Grants the right to use the software for the specified purposes.
- **Restrictions**: Prohibits resale, distribution, or public performance of the software.

**Article 3: Enterprise Support Agreement**

- **Support**: Includes technical support, maintenance, and updates.
- **Maintenance**: Includes software maintenance, updates, and patches.
- **Updates**: Includes software upgrades and enhancements.

**Article 4: Enterprise Training Agreement**

- **Training**: Includes instructor-led and online training options.
- **Certification**: Offers certification programs for software proficiency.
- **Support**: Includes technical support, maintenance, and updates.

The ESRI Agreement Specifications provide a comprehensive framework for the use of ESRI software, ensuring compliance with legal and contractual obligations.