Minutes

Enterprise GIS Steering Committee		
7.2.2015	1:30pm –2:27pm	Clerk's 4th Floor Conference Room
Chair	Pam Dubov, Property Appraiser's Office (PAO)	
Note taker	Toni Smith, BTS	
Attendees	<u>Voting Committee Members</u> Pam Dubov, Property Appraiser's Office PAO Marc Gillette, Supervisor of Elections (SOE) Jake Stowers, Planning/DRS Jason Malpass, Pinellas County Sheriff's Office (PCSO) ABSENT Jill DeGood, Sheriff (for Jason Malpass) <u>Guests</u> Ryan Auclair, BTS Kevin Becotte, Engineering Mary Buccigrossi, BTS Deborah Berry, Justice & Consumer Services Dawn Estes, BTS Jim Fletcher, EAM Tom Fredrick, BTS Kelli Hammer Levy, Public Works/Natural Resources Steve Harper, PCR Ginny Holscher, Risk Management Blake Lyon, DRS/Code Enforcement Curt Nielsen, PAO Bob Powell, Utilities Alan Shellhorn, Planning Penny Simone, Public Works/ETF Toni Smith, BTS Pick Talley, Public Works/Utilities, Assistant County Administrator Bryan Zumwalt, BTS		
Agenda	1. Call to Order 2. Approval of Minutes 3. Old Business 4. Steering Committee Representation/Future Meetings 5. Aerial/LIDAR Procurement/Co-Funding Opportunities 6. Enterprise License Agreement (ELA) 7. GIS Consolidation Implications/Impacts 8. Damage Assessment Training 9. 2015 Release 1 Project Updates 10. 2015 Release 2 Projects 11. Open Discussion 12. Adjournment		

Agenda Items

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

Approval of minutes from the May 7th, 2015 meeting	
Presenter	Pam Dubov
Discussion	It was asked by Pam if there were any changes to the May 7th, 2015 meeting minutes, none were noted.
Conclusions	Marc Gillette motioned to approved, Jill DeGood seconded, all in favor. Minutes approved.

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Old Business	
Presenter	Bryan Zumwalt
Discussion	Before the discussion on some old business, Pam wanted to welcome and introduce to the Steering Committee members and attendees, Pick Talley, new Assistant County Administrator representing Public Works/Utilities. She also encouraged him to continue to come to the meetings and since he represents a large part of the county that it would be welcomed for him to sit on the Committee, as well as Paul Sacco. Pick Talley welcomed the invite and wanted to know a little more about EGIS and Pam gave a brief history. There were two items that were outstanding from the May 7th, 2015 meeting. 1- St Pete Beach Interlocal request – Bruce Moeller was going to get with Mark Woodard about discussing this request at the City Manager meetings. Pam mentioned that earlier this week she had meet with the city Mayors and brought this up with them to let them know that right now all of our resources were allocated to county projects, but that if they, as cities, would be able to fund positions for projects, that could be researched. 2- Damage Assessment Devices – Bruce Moeller was going to follow up with Sally Bishop and Joe Borries on the status of devices. Pam reiterated that there is no funding available in the eGIS budget for these devices and shouldn't be the responsibility of eGIS. She also mentioned that her office is not buying devices for the sole purpose of damage assessment. Basically, nothing has changed on this issue since the May 7th, 2015 meeting. Kelly Hammer Levy mentioned that her department has 30 devices they use in the field that could be leveraged and Ginny Holscher said that she has brought this to the attention of the Assistant County Administrator, Paul Sacco.

Steering Committee Representation/Future Meetings	
Presenter	Bryan Zumwalt
Discussion	Bryan wanted to thank David Scott and Bruce Moeller for their time served on the eGIS Steering Committee and with their departure from the county, it has left two voting member seats to fill. Pam mentioned that she would appreciate seeing representation from the larger BCC departments and thought that Pick Talley and Paul Sacco would be a good fit and welcomed. A memo has been sent to Mark Woodard by Tom Fredrick (BTS) asking for his suggestions for replacements for David Scott and Bruce Moeller on the Committee, as Pam would like for this to be his decision. Nominations for new members, as well as a new vice chairman, will wait on the decision from the County Administrator.

Aerial/LIDAR Procurement/Co-Funding Opportunities	
Presenter	Bryan Zumwalt
Discussion	The LIDAR budget item was approved by the BTS Board and the BCC. Purchasing is now requesting for 3 quotes from different vendors. Bryan mentioned that it would be advantageous to try and bundle the aerials, obliques and LIDAR from one vendor. Penny Simone asked what was being asked from the LIDAR. Bryan responded that as of right now there were 6 common uses that would be generated such as elevation, DEM, etc. ACTION ITEM: Any LIDAR related items/issues need to be sent to Bryan by Wednesday, July 8th, 2015, to include in the scope. Bryan also mentioned that he presented at the USGS – 3DEP working group on June 25th to inquire about applying for co-funding for the LIDAR. Using this program could result in them co-funding the LIDAR almost 50%. Applications for this would start in August/September of 2015. It was asked of the committee if this would be something that we should investigate more. Jake Stowers inquired about the "strings attached" to the co-funding. Bryan mentioned he hasn't seen the application and requirements yet. Jake mentioned that they need to make sure that there would be staff time available to apply for the grant, as sometimes federal grants can be time consuming, and that we may need to call on those that have experience with obtaining federal grants. Kelly Hammer Levy also mentioned that FEMA is very interested in our area and that we may want to contact them about some co-funding. SWFMD is another agency that has always worked with us on co-funding our aerials. Pam will make a call to them.

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Enterprise License Agreement (ELA)	
Presenter	Bryan Zumwalt
Discussion	Bryan wanted to let the committee know that the ESRI ELA had been approved by the BCC. This will prove most beneficial for the next 4 years as the county moves into the EAM project and will allow for the unknown amount of licenses needed.

GIS Consolidation Implications/Impacts	
Presenter	Bryan Zumwalt
Discussion	eGIS is currently working with Kevin Becotte, Office of Engineering Support, on the consolidation of his GIS group and the BTS/EGIS group. A Service Level Agreement (SLA) is being worked out between BTS and Kevin and if all needs are met, implementation would happen around the October 1st timeframe. Penny Simone asked if all needs were known by BTS, and Kevin asked for BTS to work with Penny more on this task.
	Bryan mentioned that if this does happen that eGIS will need to become closely involved with the business units that rely on the key datasets that involve Public Works and Utilities. With the subject matter experts (SME), cross training on both sides will provide more opportunities for all involved.
	Pick Tally asked if there was any study or analysis as to why this consolidation needed to happen. Pam explained to Pick that this consolidation was not something that was necessarily initiated by this committee and that eGIS has not done a case study on this. She gave a brief history of how she moved some of her mapping department employees with ARC experience over to eGIS but that her day to day parcel editing to maintain the parcel base for DOR still remains in her office. She mentioned that she was not advocating for or against this. Tom Fredrick tried to answer Pick's question on how this consolidation effort began. He mentioned that a request was made sometime in October/November of 2014 involving Mark Woodard, David Scott, Bruce Moeller and Marty Rose to look into consolidating the two GIS teams. From that time there have been meetings between BTS and Bob Peacock, David Scott and Kevin Becotte to try to make the county GIS more efficient. Pick understood but mentioned that sometimes when it comes to Public Works/Utilities it involves more business expertise than technical and it may or may not be best for the GIS unit to be with the enterprise as compared to in the specific business units.
	There will be continued discussion surrounding this topic between BTS, Public Works/Utilities and the County Administrators Office.

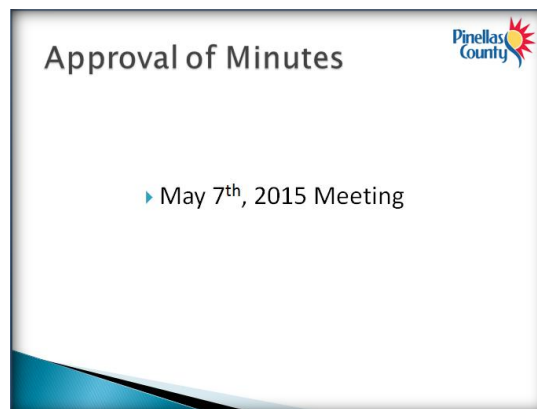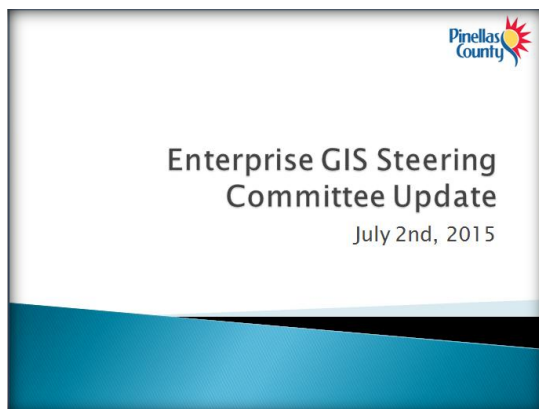| Damage Assessment Training	
Presenter	Bryan Zumwalt
Discussion	Bryan let the Committee know that staff time is being utilized in the damage assessment training with the help of devices for training purposes donated by the Building Department.

2015 Release 1 Project Updates	
Presenter	Bryan Zumwalt
Discussion	Bryan briefly went over the slide showing the Release 1 project updates stating that the primary concern was to retire MapGuide with many replacement applications with September 1st still being the date of retirement. The three major applications, PCUGIS, DRS Front Counter and the WebGIS replacement are close to being available for demo and user testing. A working group meeting will be set up sometime in the month of July to provide more details.
	Pam also explained the past and present release cycles to Pick.

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2015 Release 2 Projects	
Presenter	Bryan Zumwalt
Discussion	Bryan mentioned that the completion of the MapGuide replacements applications were the number one priority for the Release 2, as well as finishing up on the applications that have been created for the Sheriff's office. Some new applications from Public Works/Utilities are in the pipeline, as well as the unknown participation with the EAM and Accela projects. One big item for Release 2 that will consume eGIS resources will be the BTS/eGIS Server virtualization and upgrade from the courthouse out to the PSC. ESRI was on site a couple of weeks ago to help plan the future growth of the infrastructure and give their recommendations. Also in the planning stages is a Fiber Infrastructure Data Model implementation for BTS/ITS. It was asked for Penny Simone to be part of any of these talks.

New Business / Open Discussion/Adjournment	
Item #1	Updates on 2 implementations within the next 6 months that could consume eGIS resources): 1 – EAM – Jim Fletcher mentioned that they are continuing negotiations and still remain "cautiously optimistic" and that a lot of progress has been made in that past 3-4 weeks. 2 – Accela – Blake Lyon mentioned that the scope of work should wrap up by the end of July or early August.
Item #2	It was asked of the Committee by Pam as to when to continue to hold these meetings. It was suggested in the past to disband this committee but she now believes that this is not the time to disband but that she proposes to hold meetings every other month or every quarter. Marc Gillette agreed and proposed to start with every other month for now and if from there it needs to go quarterly it can. It was also mentioned that if a special meeting is needed it can be called. All agreed to start holding the meetings every other month. The next meeting will be held on September 3rd and hopefully by then new committee members will be nominated.
Adjournment	The meeting adjourned at 2:27pm.

Slide Presentation

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Old Business

- Bruce Moeller/Mark Woodard discussion at City Manager meetings on St. Pete Beach Interlocal request
  - Zumwalt 5/12 email to St. Pete Beach staff (Chelsea Welden) relaying the eGIS Steering Committee's wishes to not engage
- Bruce Moeller resolution on Damage Assessment devices
  - Follow up with Joe Borries and Sally Bishop

Steering Committee Representation

- Two Voting Member Seats to Fill

  Thank You
  Bruce and David!

- Nominations for new members to represent eGIS
- Nomination/Vote of a new Vice Chairman

Aerial/LIDAR Procurement

- Working with Purchasing on a "bundled" procurement for ortho, oblique and LIDAR imagery
  - Soliciting three quotes for pricing from pre-approved vendors on Florida State contract (DOR):
    - Aerial Cartographics of America
    - Pictometry
    - Woolpert
    - Sanborn
    - Kucera
    - Photo Science
    - Ayers Associates
    - Surdex
    - Digital Aerial Solutions
    - Fugro Earth Data

Aerial/LIDAR Co-Funding Opportunities

- USGS – 3DEP (3D Elevation Program)
  - Presented the Pinellas County Area of Interest to the 3DEP Working Group hosted by USGS on June 25th
  - Applications for LIDAR co-funding submitted in August/September of 2015
- SWFWMD Cooperative Funding Initiative (CFI)
  - Applications due October 2nd, 2015

ESRI – Enterprise License Agreement

BTS Negotiated Fee Schedule for ESRI ELA – FY16 through FY19
$2,420,000 total contract value

ELA Fee Schedule

	2016	2017	2018	2019
Enterprise Licensing	$580,000	$600,000	$620,000	$620,000
Enterprise Advantage Plan (Services)	Included	Included	Included	Included
Training	Included	Included	Included	Included
ArcGIS Online	Included	Included	Included	Included

GIS Consolidation

- Currently working with and **Office of Engineering Support** on plan for GIS staff consolidation.
- BTS/eGIS has been asked to develop a draft service level agreement that would meet requirements of stakeholder business units (**Utilities, Public Works, Engineering**)
- Plan would involve merging technical staff from **DEI GIS Unit** with **BTS/eGIS**
- October 1st target date for consolidation

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GIS Consolidation Business Implications/Impact

▸ eGIS will become custodian of key GIS datasets on behalf of Public Works and Utilities
  ◦ Water/Sewer Utility Network
  ◦ Stormwater/Transportation Network

▸ eGIS will need to be closely involved with business units that rely on these data (maintain business as well as technical knowledge)

▸ eGIS will need to cross train staff to provide more opportunities for redundancy and "program" support rather than "individual" support to business units

Damage Assessment Training

▸ Emergency Management hosting eGIS staff to help train all participants (County, Municipal, Agency) in the Damage Assessment program on ArcGIS Collector

  ◦ Tuesday, June 30, 2015 10am–12pm
  ◦ Thursday, July 2, 2015 10am–12pm
  ◦ Wednesday, July 8, 2015 2pm–4pm
  ◦ Tuesday, July 14, 2015 2pm–4pm
  ◦ Thursday, July 16, 2015 10am–12pm

2015 Release 1 Project Status

▸ Public Works/Utilities
  ◦ PCUGIS Mapguide Replacement
  ◦ Stormwater/Transportation Data Migration
  ◦ Sign Inventory Mobile Data Collector
  ◦ Survey File Number (SFN) Viewer
▸ Sheriff
  ◦ PCADS Vehicle Locator Application
  ◦ Crossing Guard Locator
  ◦ Trespass Inventory GIS
  ◦ WebEnforcer
  ◦ CrimeViewer/CrimeFighter
  ◦ ACISS ESRI Geocoder Integration
  ◦ Outstanding Warrants GIS Viewer
▸ Countywide Efforts
  ◦ WebGI Mapguide Replacement Viewer
  ◦ OpenData Public Website
  ◦ Pictometry Explorer Cloud Services
  ◦ Address Notification/Mailer Application
  ◦ AIRS (Aerial Imagery) Application Updates
  ◦ Countywide Address Geocoders
  ◦ eGIS Server Move/Upgrade to Public Safety Complex

▸ Planning
  ◦ Historical Sites GIS Viewer
  ◦ Land Use/Zoning Half Section Maps
▸ MPO/PPC
  ◦ GIS Data Migration and Map Product Updates
▸ Real Estate Management
  ◦ County Owned Lands GIS (Phase II)
▸ Emergency Services/911
  ◦ Roads/Addresses Dispatch Integration
  ◦ Damage Assessment Training/Exercises
▸ Development Review Services
  ◦ Front Counter Permitting GIS Viewer
▸ Supervisor of Elections
  ◦ MapInfo to Enterprise GIS Migration

In Development
In Testing
In Training or Complete

2015 Release 2 Projects

▸ **MapGuide Replacement Applications (by September 1st)**
  ◦ WebGI (Implementation/Training)
  ◦ PCUGIS (Training)
  ◦ Front Counter (Training)
  ◦ ACISS Integration with ESRI Geocoders (Testing/Implementation)
  ◦ Address Notification Application (Training/Implementation)
▸ **Sheriff**
  ◦ WebEnforcer (Deployment/Training)
  ◦ Outstanding Warrants GIS Viewer (Integration with Odyssey)
  ◦ Trespass Application (Training)
  ◦ Crossing Guard Application (Training)
▸ **Utilities/Public Works**
  ◦ Tree Inventory ArcGIS Collector Application
  ◦ Water Navigation Marker Inventory ArcGIS Collector Application
  ◦ Stormwater/Transportation Migration (Testing/Implementation)
▸ **Countywide**
  ◦ BTS/eGIS Server Virtualization and Upgrades (Courthouse to PSC)
  ◦ EAM/Cityworks Support
  ◦ Accela Support
  ◦ Fiber Infrastructure Data Model Implementation (BTS/ITS)

Open Discussion