

Minutes

Enterprise GIS Steering Committee		
7.2.2015	2:00pm – 2:45pm	Clerk's 4 th Floor Conference Room
Chair	Pam Dubov, Property Appraiser's Office (PAO)	
Note taker	Toni Smith, BTS	
Attendees	<p><u>Voting Committee Members</u> Pam Dubov, Property Appraiser's Office PAO Marc Gillette, Supervisor of Elections (SOE) Jake Stowers, Assistant County Administrator Paul Sacco, Assistant County Administrator John Bennett, Assistant County Administrator Jason Malpass, Pinellas County Sheriff's Office (PCSO) ABSENT</p> <p>Jill DeGood, Sheriff (for Jason Malpass)</p> <p><u>Guests</u> Ryan Auclair, BTS Greg Becker, EM Joe Borries, EM Mary Buccigrossi, BTS Deborah Berry, Justice & Consumer Services Jeremy Capes, Utilities Don Crowell, Assistant County Attorney Mike Dawson, BTS Dawn Estes, BTS Jim Fletcher, EAM Tom Fredrick, BTS Dan Glaser, Public Works/ETF Kelli Hammer Levy, Public Works/Natural Resources Elizabeth Harper, Office of Engineering Ginny Holscher, Risk Management Blake Lyon, DRS/Code Enforcement Curt Nielsen, PAO Gregg Obarski, BTS Eric Pieniak, Office of Engineering Marty Rose, BTS/CIO Penny Simone, Public Works/ETF Toni Smith, BTS Larry Solien, Public Works/ETF Bryan Zumwalt, BTS</p>	
Agenda	<ol style="list-style-type: none"> 1. Call to Order 2. Approval of Minutes 3. Steering Committee New Members/Vice Chair Discussion 4. Aerial/Oblique Photography Procurement 5. LIDAR Procurement 6. Aerial/LIDAR Co-Funding Opportunities 7. GIS Consolidation Update 8. Internship Program 9. Damage Assessment Training 10. eGIS ArcNEWS Article 11. ESRI EEAP Status Update 12. 2015 Release 2 Projects 13. Open Discussion 14. Adjournment 	

Agenda Items

Call to Order	
Presenter	Pam Dubov
	The meeting was called to order at 2:00pm.

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Approval of minutes from the July 2nd, 2015 meeting	
Presenter	Pam Dubov
Discussion	It was asked by Pam if there were any changes to the July 2nd, 2015 meeting minutes, none were noted.
Conclusions	Marc Gillette motioned to approved, Jake Stowers seconded, all in favor. Minutes approved.

Steering Committee New Members/Vice Chair Discussion	
Presenter	Pam Dubov
Discussion	Pam welcomed the two new committee members; Paul Sacco, Assistant County Administrator and John Bennett, Assistant County Administrator. Pam also brought up the discussion of nominating a vice chair for the committee. She mentioned that at the end of 2016, she will no longer be at the PAO and that the new Property Appraiser may not be available for this committee, let alone being the chair. She recommended and firmly believes that at this time the vice chair should come from Mark Woodard's group because they do make up more of the county enterprise and becomes the biggest users of GIS. She asked that nominations and a vote to be present at the November 5 th meeting. She also reminded the group that usually the vice chair eventually becomes the chair of the committee.

Aerial/Oblique Photography Procurement	
Presenter	Bryan Zumwalt
Discussion	Bryan briefly explained that the procurement of aerial/oblique photography was going out for bid to comply with Florida Statutes (287.055) Consultant Competitive Negotiation Act. The procurements schedule begins with advertisement starting on 9/7/2015 with submittals due on 10/1/2015. From there will be evaluation of the proposals, negotiations, BCC contract approval and finally a purchase order and notice to proceed to happen on or around 12/21/2015.

LIDAR Procurement	
Presenter	Bryan Zumwalt
Discussion	Bryan explained that eGIS is seeking LIDAR services through the County's existing General Engineering Contract. eGIS has provided specifications and requested estimates from licensed, qualified vendors on the GEC schedule. LIDAR deliverable and derivative GIS Products are as follows: LIDAR processed to USGS QL1 (Quality Level 1) Standard – 8 pls/m2, Digital Elevation Model of Pinellas County, Certified Elevation Contours (1ft), Survey Report, Hydro Enforcement Breaklines, Pervious/Impervious Surface and Tree Inventory/Canopy.

Aerial/LIDAR Co-Funding Opportunities	
Presenter	Bryan Zumwalt
Discussion	Bryan mentioned that eGIS submitted a pre-proposal for USGS 3DEP co-funding requesting \$67,972.50 in LIDAR project reimbursement. The full proposal is due October 23 rd . Unfortunately the SWFWMD Cooperative Funding Initiative (CFI) for 2016 funding was due in October 2014, so that was missed. Although application for 2017 project fundings are due October 2 nd , 2015. Kelly Hammer-Levy mentioned that eGIS could explore dealing with the CFM (Cooperative Funding Manager) about an out of cycle application which may or may not replace the October 2014 missed funding for 2016. Kelly mentioned that if it can benefit other projects the determination will be at the governing board level. The committee decided it was worth looking into and asking for and Bryan would investigate.

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GIS Consolidation Update	
Presenter	Bryan Zumwalt
Discussion	Bryan briefly explained that the GIS consolidation with Public Works, Utilities and Office of Engineering and Support is in the process of approving a service level agreement (SLA) that will meet the operational requirements of the stakeholder business units. If this SLA is approved the technical staff from DEI GIS Unit will join the eGIS team on October 1 st , 2015. Pam mentioned that she looked through the SLA and her major concern was that some of the projects seem to involve more of Public Works and Utilities and it would seem that more representation from those divisions be at the committee member level so that prioritization would be handled on their behalf. She mentioned that this should be taken up with Mark Woodard and Paul Sacco responded that at this time he would be representing Public Works/Utilities.

Internship Program	
Presenter	Bryan Zumwalt
Discussion	Bryan mentioned that BTS is exploring a partnership with St. Petersburg College on a potential internship program.

Damage Assessment Training	
Presenter	Bryan Zumwalt
Discussion	<p>Bryan updated the committee on the Damage Assessment Collector Application Training that was held in conjunction with Emergency Management. There were 6 training sessions during the months of June/July that involved over 100 individuals from county departments (PAO, BDRS, Emergency Management and Risk Management) as well as 12 of the 24 municipalities. Functional exercises are currently underway for field testing. Pam wanted to thank Emergency Management for scheduling the exercise for her staff a week early to avoid her TRIM season. She also mentioned that the training was well received by her staff.</p> <p>Kelly Hammer-Levy mentioned that eGIS should get with Andy Squires on using the Damage Assessment application for the Federal Government Beach Renourishment post storm assessments, which is how we assess beaches pre and post storm. Pam said that the PAO's damage assessment has no expertise in beach assessment. It was determined that a different collector application be developed for this need.</p>

eGIS ArcNews Article	
Presenter	Bryan Zumwalt
Discussion	<p>Bryan presented to the committee that there is an article in the ESRI News which describes our GIS Governance Committee and how we are utilizing the ESRI technology and programs. They are routinely using our structure as a sample to other agencies and organizations. The article can be viewed at:</p> <p>https://medium.com/@Esri/up-to-speed-with-esri-cots-software-44aa0182c06e</p>

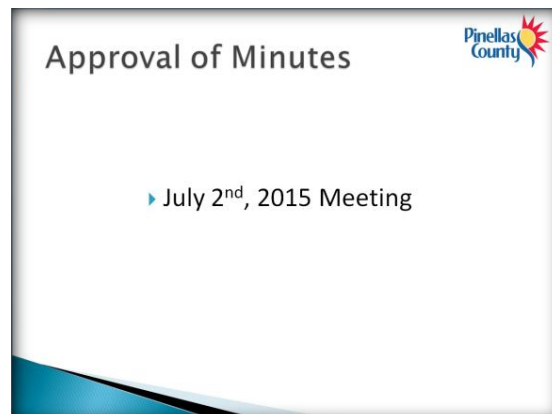
ESRI EEAP Status Update	
Presenter	Bryan Zumwalt
Discussion	<p>Bryan discussed the EEAP Planned activities for FY2016 with approximately 150 credits in the bucket. The planned activities are: Parcel Fabric support for the Property Appraiser, on-site Water/Utility Editing Training, CityEngine 3D Modeling Jumpstart Program and eGIS Infrastructure PSC Migration and Configuration. Pertaining to the PSC migration, John Bennett asked if we were self hosted and if this was the best option for resiliency and redundancy. Bryan responded with yes, but that cloud hosting is available but haven't had an in depth analysis on that. Bryan also mentioned that eGIS has a backup at the ERB Building. The question was asked if there would be downtime during the move. Bryan answered by saying this move will most likely be done over the weekend and will be by way of least affecting users. But if so, users will be notified of any downtime. It was also mentioned that during this move and ESRI consultant will be on hand to help with upgrading, performance enhancements and load testing. As for the CityEngine 3D Modeling, it was stated that the vendor will provide some of the LIDAR products as well as eGIS doing some in-house. Some of the things mentioned were roof tops, Pre-Fire Plans and communication towers.</p>

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2015 Release 2 Projects	
Presenter	Bryan Zumwalt
Discussion	Bryan went over the list of Release 2 Projects, most which involve testing and training on the replacement applications such as PCUGIS, Front Counter, WebGIS, Address Notification, as well as Sheriff applications such as WebEnforcer, Trespass and Crossing Guards. It is anticipated that all training on these applications will be completed by the end of the year. Some on-going development projects include Stormwater Data Migration, Fiber Infrastructure Implementation and support for EAM/Cityworks and Accela. A new project that eGIS will help Planning out with in the future is the RESTORE Act, which concerns sea level rise vulnerability study.

Open Discussion/Adjournment	
Item #1	<p>Jill DeGood from the Sheriff's office mentioned a few outstanding items on their behalf:</p> <ul style="list-style-type: none"> 1 – WebEnforcer is not showing any crime after August, will need that before going live. 2 – Analysis tools in AGO need to be enabled. It was explained by Bryan that this needs to be investigated by eGIS because when the analysis tools are used in AGO it goes against the bucket of credits for the whole county. It needs to be determined how the credits are used and if there are charge backs for 3rd party data. eGIS may be able to enable the tools in the testing environment for them to test and figure out from there. Jill mentioned the hot spot analysis would be most useful. 3 – Need linked documents for schools. 4 – The geocoder moves very slow which affects their ACCISS system. 5 – Opening WebMaps take forever to load data. 6 – Data dictionary or metadata would be useful. 7 – Road edges data?
Item #2	Bryan mentioned that the working group met on July 30 th , 2015 and decided to have meetings every other month, opposite of the months that the Steering Committee is held.
Adjournment	The meeting adjourned at 2:45pm.

Slide Presentation



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Steering Committee New Members


- Paul Sacco – Assistant County Administrator
- John Bennett – Assistant County Administrator



Welcome
John and Paul!

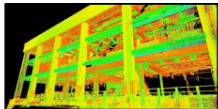
Aerial/Oblique Photography Procurement

- Purchasing has advised eGIS to competitively source bid aerial imagery services to comply with Florida Statutes (287.055) Consultant Competitive Negotiation Act
- Procurement Schedule:
 - 9/7 – Advertise RFP
 - 10/1 – RFP Submittals Due
 - 10/7 – Distribute Submittals to Evaluation Team
 - 10/19 – Public Evaluation of Proposals
 - 11/20 – Complete Negotiations
 - 12/15 – Board of County Commissioners Contract Approval
 - 12/21 – Issue Purchase order and Notice to Proceed




LIDAR Procurement

- eGIS seeking LIDAR services through County's existing GEC (General Engineering Contract)
- eGIS has provided specifications and requested estimates from licensed, qualified vendors on GEC schedule
- LIDAR Deliverables and Derivative GIS Products:
 - LIDAR processed to USGS QLI (Quality Level 1) Standard – 8 pIs/m²
 - Digital Elevation Model of Pinellas County
 - Certified Elevation Contours (1ft)
 - Survey Report
 - Hydro Enforcement Breaklines
 - Pervious/Impervious Surface
 - Tree Inventory/Canopy





Aerial/LIDAR Co-Funding Opportunities

- USGS – 3DEP (3D Elevation Program)
 - Submitted Pre-Proposal for USGS 3DEP co-funding requesting \$67,972.50 in LIDAR project reimbursement
 - Proposed LIDAR specifications will meet 3DEP requirements
 - Full proposal due October 23rd
- SWFWMD Cooperative Funding Initiative (CFI)
 - Applications due October 2nd, 2015
 - Funding for FY17 projects (Aerial/LIDAR)



GIS Consolidation Update

- Currently working with **Public Works, Utilities and Office of Engineering Support** on plan for GIS staff consolidation.
- BTS/eGIS has developed a draft service level agreement that would meet operational requirements of stakeholder business units (**Utilities, Public Works, Engineering**)
- Technical staff from **DEI GIS Unit** will join eGIS team October 1st

Internship Program

- BTS is exploring a partnership with St. Petersburg College on potential internship program
- BTS looking for outstanding students interested in GIS and technology
- Currently interviewing local candidates




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