

October 15, 1998 - MINUTES

Council on Information Management

Virginia Geographic Information Network Division

Virginia Geographic Information Network Advisory Board

Virginia Military Academy

Moody Hall

Lexington, Virginia

Members Present: The Honorable John Watkins, *Chairman*

Daniel S. Shaffer, *Vice Chairman*

Kenneth D. Barker

W. Page Cockrell

David R. Gehr

Jean Tingler for Wayne L. Sterling

Michael D. Clower

Members Absent: The Honorable Watkins M. Abbitt, Jr.

Sue D. Hansohn

The Honorable R. Edward Houck

Brian P. McFadzen

William C. Cleveland

Ken Anderson

Jerry Simonoff

Dr. Mark Crain

The Honorable W. Tayloe Murphy, Jr.

Others William D. Shinar, VGIN Division Coordinator
Present: (see attached attendance log)

The Virginia Geographic Information Network (VGIN) Advisory Board meeting was called to order at 1:55 p.m. by the Chair, the Honorable John Watkins. The meeting was held in the Moody Hall Boardroom on the Campus of the Virginia Military Institute.

The draft minutes of the August 14, 1998 VGIN Advisory Board meeting were approved as presented.

VDOT Data Distribution

Tim Klinker, VDOT Cartographer, made a presentation on the status of VDOT's free distribution of its digital files of highways, roads and symbology required to replicate VDOT's standard County highway maps.

In his presentation Tim reviewed the data "packages" that were made available and the schedule of the process from completion of the data development to actual distribution.

VDOT is maintaining statistical data on the distribution of the "packages" and Tim reported the information as follows:

Local Governments 76 cds 44% of the distribution to date

Business Community 50 cds 30%

State Government 21 cds 12%

Colleges and Universities 9 cds 5%

Individuals 8 cds 4%

Non Profit Organizations 4 cds 2%

Federal Government & other 6 cds 3%

Tim indicated that VDOT was now considering two additional steps to further improve access to information. First, VDOT was evaluating the possibility of filling in the "holes" in the current files that are left by areas (cities and towns) where VDOT does not maintain the roads. In these areas, State and US highways are still included in the database. However, city and local streets and roads that are not maintained by VDOT are not included in the database. This may occur in up to 70 locations. Some of these

locations maintain their own digital files, which could expedite the process of including them in the VDOT road file packages.

VDOT is also evaluating how it would be able to make its County Map series and digital files available on the Internet, presumably through the VDOT homepage.

Chairman Watkins affirmed the importance of both of these initiatives and Pete Kolakowski indicated that VDOT was moving steadily forward on both initiatives.

Vice-chairman Shaffer suggested that VGIN should take advantage of VDOT's work and if possible document a "data distribution policy". Mr. Shaffer also asked about the implications of changing FOIA regulations. Chairman Watkins reaffirmed the importance of keeping up with the FOIA meetings which are currently in progress. Mr. Shinar indicated that he would follow-up on the status of the FOIA meetings.

Bill Shinar thanked Tim Klinker, Dave Wyant, and all the VDOT staff for their work in distributing the VDOT road files. Mr. Shinar indicated that it was especially important that VDOT realized it must provide good "customer service" and that VDOT had been careful to set up support procedures and allow time to respond to questions from individuals and organizations who had participated in the distribution.

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James Madison University FGDC Clearinghouse/Metadata Grant

James Wilson presented information on the FGDC grant, which James Madison University received to support metadata development in several State and Federal agencies and establish a spatial data clearinghouse.

Mr. Wilson went over the procurement of the grant, the implementation process, and the agencies that would be working on the project

In discussion that followed, Mr. Wilson indicated that Virginia was one of the last States to take advantage of FGDC grants and he recommended that VGIN support further applications for FGDC "framework" grants which should be available again this year.

VGIN Budget Amendment Initiatives (FY 1999-2000)

Bill Shinar began a presentation and discussion on VGIN's budget amendment proposal for FY 1999 and 2000 by reporting on meetings that he and Jerry Simonoff, Director of the Council on Information Management, held with the new Secretary of Technology, Don Upson. Mr. Shinar indicated that the Secretary was very interested in the

opportunities that coordinated GIS development and use can provide and asked Mr. Shinar to develop a budget amendment, which would allow VGIN to effectively fulfill its legislated mandates.

The VGIN budget amendment proposal had to be delivered to the Department of Planning and Budget by September 21, 1998. The budget deadline prevented VGIN from presenting the budget amendment to a VGIN Board meeting before it was submitted. However, Mr. Shinar indicated he had met with some of the Board members individually over the preceding weeks and relied on Board members' advice and insights in the development of the budget initiatives. Mr. Shinar also had the opportunity to review the completed budget initiatives with several of the Board members including Chairman Watkins, Delegate Murphy, and Mr. Simonoff.

The Budget Amendment included five initiatives: (1) a distributed corporate spatial data library for State level data; (2) a county/community spatial data network; (3) the VGIN clearinghouse for spatial data; (4) the promotion and support of Internet Map Server technologies; and (5) management and support of State and Local partnership forums. Mr. Shinar discussed each initiative individually.

Mr. Shinar then outlined the budget and staffing requests that were included in the amendment. The total budget request is for \$2,687,020. This includes approximately 1.3 million for data purchases and data development projects, \$260,000 for a matching grant program for technical development in State, regional, and local governments, \$240,000 for a matching grant program for collaborative research projects teaming state, regional, and local government and organization staffs with university researchers. Approximately \$330,000 was included for the development of the VGIN clearinghouse and for related applications development and technical research. Finally approximately \$530,000 was set aside for VGIN operations including funding for five additional staff.

Mr. Shinar indicated the proposed staff positions were required to fully implement the proposed initiatives. The positions included a manager for the distributed spatial data library, a manager to oversee the county/community spatial data network, two technical specialists and managers to develop the VGIN clearinghouse and support technical development and internet map server technology throughout the Commonwealth, and finally a GIS applications support specialist who would also support grant development and federal government coordination.

In the discussion that followed the presentation Mr. Clower indicated that there is always the potential that significant initiatives like the current proposal could in fact draw funding away from the important and vital GIS related budget requests of individual agencies. Mr. Shinar indicated that he too recognized the potential for this type of misunderstanding and that had been and would continue to be very careful to take every opportunity to reiterate the importance of individual agency GIS or spatial data budget requests with decision makers and legislators. Mr. Shinar also indicated he had already made this point with Secretary Upson and that he would continue to do so in the future.

There was general discussion among Board members concerning the size of the initiative. Mr. Shinar agreed that a slower more deliberate development path was an option, however, Secretary Upson had indicated early in their discussions that every effort should be made to fully and completely implement the VGIN mandates. Mr. Shinar referred to the 46 counties and at least 21 cities and towns that were already in the process of developing spatial data and GIS technical capabilities. The proposed amendment initiatives were designed to try and take advantage of all the existing efforts at the State, regional and local level as well as have a positive impact on spatial data development and technical systems developments in the future.

Commissioner Gehr warned that one factor which was often used in the evaluation of budgets was the percentage of administrative overhead. Mr. Shinar will review the implications for the VGIN proposal.

Chairman Watkins briefly discussed his meeting with Secretary Upson and confirmed the Secretary's interest in seeing VGIN effectively meet its mandates and goals through these initiatives. The discussion concluded with general support for the proposed budget initiatives.

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VGIN Coordinator's STATUS REPORT.

Mr. Shinar apologized for the delay in the updating and redesign of the VGIN web site. He indicated that development of the budget proposal had taken a significant portion of his time and he had not been able to proceed with planned work on the VGIN web page. However, Mr. Shinar promised that the Web page would be updated by the next meeting. Significant design changes and enhancements may take somewhat longer.

Mr. Shinar went over the transition of his responsibilities to the Land Records Management Task Force. New staff at the Council on Information Management was now responsible for the day to day staff support of the task force. Mr. Shinar, however, continues to play a role and is currently working with Page Cockrell on the task force's Local Government Model subcommittee. Page Cockrell went over the responsibilities of the subcommittee, which he chairs. This includes looking at and probably recommending the required use of a unique Parcel Identification Number (PIN) on all land records, and the use of GPS and the Virginia HARN to accurately tie individual surveys to the Virginia State Plan Coordinate System.

Mr. Shinar indicated he continues to meet with organizations, user groups, and state and local governments that are interested in or working with spatial data and GIS. He recently met with representatives from electric and gas utilities across the commonwealth. The utilities agreed to have VGIN host additional meetings in the future and they hope to meet at least once before the end of the year.

Mr. Shinar asked Mr. Clower, Director of the Chesapeake Bay Local Assistance Department, to provide an update on the proposed collaboration with the Navy technical support groups at the Patuxent River Naval Air Station.

Mr. Clower reviewed the presentation that the Navy made on their technologies and capabilities with resolutions up to ½ meter. Mr. Clower reported that the Navy had joined him at the most recent meeting of the Chesapeake Bay Program. There they made a presentation to the Implementation committee and discussed the capabilities, data, and costs related to developing data for the entire Bay area. The estimated cost was 6 million dollars.

EOSat (a satellite – remote sensing company) made a presentation using LANDSAT data. Mr. Clower made the point that LANDSAT data, at least alone, could not meet their needs. In their meetings there was also discussion about the movement to complete the National Wetlands Inventory (NWI). The official estimate is 2003, but hopefully it will be finished sooner. EOSat informally proposed to do a cross correlation analysis using LANDSAT satellite imagery, NWI data, and CBLAD data.

Mr. Clower indicated that the plan would be for the "implementation committee" to walk a proposal through the offices of congress even though that process may require some time. Mr. Clower indicated that cost could be 20 to 40 thousand per flight and that it would be important to put together an exact list of needs. The Navy would be contributing three and one half million worth of equipment.

Chairman Watkins indicated that Senator Warner sits on the Senate Armed Services Committee and could perhaps provide some support to the project and should be informed. Chairman Watkins asked the Mr. Clower keep the Committee informed of further developments.

COMMITTEE REPORTS

Planning Committee. No report.

Standards and Policy Committee. No report.

NEW BUSINESS

There was no new business.

BOARD MEETING SCHEDULE

The next meeting of the Advisory Board is scheduled for December 18, 1998, at 1:30 p.m. at the 20th floor presentation center of the Virginia Economic Development Partnership, West Tower, 901 East Byrd Street, Richmond, VA.

There will also be an "Open House" at the VEDP Presentation Center from 12:00 to 1:30 p.m. for those interested in visiting the VEDP GIS facility. The

The meeting adjourned at 3:40 p.m.

William D. Shinar

VGIN Division Coordinator

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LOG OF ATTENDEES

<u>Name</u>	<u>Company/Agency</u>
Daniel Knopp	Virginia Power
Pete Kolakowski	VDOT
Linda Snow	VDOT
Donna Purcell Mayes	VDOT
David Wyant	VDOT
Tim Klinker	VDOT
James Wilson	James Madison University
Matt Miller	5 th Planning District Commission