Present were (* authorized to vote):

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| * | Rod Armstrong | State Information Technology Coordinator |
| | Mahendra Bansal | Natural Resources Commission |
| * | Jim Brown | State Surveyor's Office |
| * | Dennis Burling | Department of Environmental Quality |
| * | Lash Chaffin | League of Municipalities |
| * | Blaine Dinwiddie | Omaha Public Power District |
| | Dick Genrich | Department of Roads |
| * | Val Goodman | Legislative Research |
| | Erik Hubl | Lancaster County Assessor's Office |
| | Mele D. Koneya | Game & Parks |
| * | Terry Kubicek | Natural Resources Commission |
| * | Tom Lamberson | Department of Environmental Quality |
| * | Yvonne Norton Leung | Governor's Policy Research Office |
| * | Jim Merchant | Conservation & Survey Division |
| * | John Miyoshi | Lower Platte NRD |
| * | Jon Ogden | Department of Roads |
| | Scott E. Richert | Lancaster County Assessor's Office |
| | Steve Schafer | DAS-Intergovernmental Data Services |
| | Ethel Skinner | Property Tax Division |
| * | Duane Stott | Scotts Bluff County Surveyor |
| * | Cliff Welsh | Keith County Commissioner |
| * | Larry Worrell | Lancaster County Surveyor |
| | Paul Yamamoto | Department of Environmental Quality |
| | Larry K. Zink | Coordinator, GIS Steering Committee |

**NOTICE OF MEETING.** A public notice of the meeting, pursuant to Section 84-1411 R.R.S. 1943, was published in the Lincoln Journal-Star on Thursday, January 8, 1998.

**ROLL CALL.** Chairperson Jim Brown called the meeting to order at approximately 1:05 p.m. and requested a call of the roll. Eleven duly authorized representatives were present. Therefore, a quorum was present to conduct business.

**MINUTES.** Chairperson Jim Brown asked for the approval of the November minutes. Lash Chaffin moved for the minutes of the November 13, 1997 Steering Committee meeting to be approved as distributed. Jon Ogden seconded the motion. Larry Zink called roll and the motion passed *(see vote #1 on the attached Voting Record sheet)*.

**LONG-RANGE PLANNING FOR GIS STEERING COMMITTEE** *(loose ends from the planning session)*. Larry Zink reported on the results of the Steering Committee's long-range planning session from the day before *(January 15, 1998)*. Attached to the agenda were Larry's notes summarizing the session.

At the planning session, members of the GIS Steering Committee decided upon the following seven concept statements as priority areas for future committee work:

- Identify and coordinate the assessment, funding, development, maintenance, and distribution of framework and other priority geospatial databases. *(synopsis of planning committee's recommendation #1)*
- Promote and facilitate local government land records modernization and GIS development. *(synopsis of planning committee's recommendation #2)*
- Strengthen the GIS Steering Committee's education subcommittee and its overall educational program activities. *(synopsis of planning committee's recommendation #3)*
- Garner increased financial support from the Legislature for the Steering Committee's operations and increasing activities. *(synopsis of planning committee's recommendation #4)*
- Explore funding sources, allocations, . . . with statewide initiatives, programs, etc.
- Determine the committee's relationship with "traditional keepers" (agencies, boards, custodians) of databases.
- Reevaluate the committee's operational process and structure (committees, assignments, decision-making, etc.)

Larry reported in his summary that the Steering Committee did note its understand that these concept statements were in a rough form and potentially overlapped in some areas. The Steering Committee also agreed to forward these seven priority statements to the Planning Committee for further refinement. The Planning Committee, which includes Dennis Wilson, John Miyoshi, and Erik Hubl, was also invited to:

- Suggest to the Steering Committee new language to more clearly state priority goals.
- Combine rough priority areas as deemed appropriate.
- Suggest objectives under each priority goal for the Steering Committee's consideration.

Also included with the agenda were 'Timeline Considerations for Priority Areas' and 'Other Issues Raised' from the planning session. Dennis Burling pointed out that one item was missing from the 'Other Issues Raised' and believed it had received about five votes from the straw poll vote taken at the planning session. Larry also remembered it as a point that Yvonne Norton Leung made concerning integration of layers, sharability, and compatibility. Larry noted that it was unintentionally left off the list. Terry Kubicek asked Larry for a corrected copy that included the missing item *(see attachment #1)*.

The Steering Committee took a few minutes to review the notes from the planning session. Jim Brown asked for any discussion regarding Larry's notes. Hearing none, Jim asked for a motion to refer the priority items. Jon Ogden made a motion to refer the interim results of the previous day's long-range planning session to the interim planning committee for refinement. Lash Chaffin seconded the motion. The motion passed *(see vote #2 on the attached Voting Record sheet)*.

John Miyoshi asked about the Steering Committee's discussion *[from the planning session]* about meeting every month as opposed to every other month. Jim Brown explained that under the current GIS Steering Committee budget, the committee was not able to support the travel costs involved with meeting every month. Larry Zink added that to date, all the funds had been allocated to pay for two member's travel costs for six meetings a year. Yvonne Norton Leung commented that it may important for the committee to meet every month between now and June, because the Legislature was in session and new committees were currently being proposed *[such as NITC, LB 924]*. After the legislative session was over the committee could reconsider meeting less often in the fall.

Jim Brown reminded the committee about the Professional Surveyors Association of Nebraska (PSAN) funds that had been donated to the GIS Steering Committee. Although these funds had been designated for

GIS educational outreach programs, Jim thought these funds might be used as a last resort to help cover travel expenses. Duane Stott asked if there were any state vehicles that might be available outstate. Tom Lamberson noted that there were State motor pools in North Platte and Scotts Bluff. Yvonne Norton Leung also suggested using video conferencing as one way to meet and reduce travel costs.

After further discussion, Jim Brown suggested a motion to add a February meeting to the Steering Committee's schedule. Jim commented that this would take the committee through to March. Then, at the March meeting, the committee could further review its budget and decide on future meetings. Yvonne suggested that the budget be reviewed as soon as possible. Tom Lamberson moved to hold a regular business meeting in February. Val Goodman seconded the motion. The committee decided on Thursday, February 19, at 1:00pm. The motion passed *(see vote #3 on the attached voting record sheet).*

Tom Lamberson brought up the four timeline issues that came out of the long-range planning session and were to be discussed at the business meeting. These four issues were as follows:

- $120,000 in legislation to provide increased support for GIS Steering Committee programming.
- Reconsideration of the State Surveyor's initiative on technical assistance for cadastral mapping.
- Nebraska GIS Symposium.
- Expanding GIS Steering Committee membership.

Originally, Tom thought it might be necessary for the committee to pass a motion to approve the $120,000 in legislation to provide increased support for GIS Steering Committee programming. However, Tom noted his understanding that this issue had already been addressed and approved by the GIS Steering Committee at the November 13, 1997 meeting and did not need any action from the committee today.

Tom then moved on to the second discussion item: reconsideration of the State Surveyor's initiative on technical assistance for cadastral mapping. From the discussion at the planning session, Tom felt that this initiative was something that made sense, but also noted that there had been a request for a white paper. Tom raised this issue, because he felt it was a loose end that needed to be resolved. Jim Brown explained that he had a request from Jim Merchant to hold the discussion of this item until he was able to participate. Jim Merchant was teaching a class and expected to join the Steering Committee meeting around 10:00am. Jim Brown did not feel this would be a problem, because this particular item was on the agenda as item #7 (Nebraska Technology Coordination Initiative and GIS). None of the committee members had a problem with delaying discussion of the item until that time.

Moving on to the third item (Nebraska GIS Symposium), Tom did not feel that he could address the issue. Therefore, he moved on to the fourth timeline issue to be considered (Expanding GIS Steering Committee membership). Tom explained that at the planning session, there had been some discussion about LB 924 which recommended the appointment of three new members to the GIS Steering Committee. This discussion led Tom to believe that if the Steering Committee had any recommendations about agencies or entities that the committee felt was appropriate to be on the Steering Committee, then these recommendations should immediately be given to either Rod Armstrong or Yvonne Norton Leung, because the legislative bill had already been introduced and was about to be heard. One suggestion was the Nebraska Department of Water Resources. Tom was not advocating any particular entity, but felt that if the Steering Committee had any strong feelings, they should be expressed at this time.

Yvonne added that the GIS Steering Committee was an advisory committee and it was appropriate for the committee to make recommendations for this particular legislation (LB 924). She also explained that when Rod Armstrong and others looked at the possible expansion of the Steering Committee's membership, they looked at the skill sets or needs that were not currently being represented. One was the federal government. The Property Tax Administrator was also suggested to help address the policy issues involved with tax and the use of GIS. The Nebraska Game & Parks Commission was also recommended, because it brought in a recreational and proprietary mode which could help market GIS in the State of Nebraska. Other entities had been discussed, but these seemed to have three very different kind of focuses that were not currently being represented on the committee.

Terry Kubicek also offered a couple of suggestions: NEMA (Nebraska Emergency Management Association) for disaster response mediation; the Nebraska Forest Services for interface with private industry when looking at using databases to assist in targeting areas for logging or for timber products; the Nebraska State Patrol to automate 911 and the use of GIS databases and GPS functions; and the Nebraska Department of Water Resources for all their modeling and the criticality of the litigation of the Platte, the Republican, and potentially the Blues. Terry offered these four, because he felt they would also offer unique skill sets.

Jon Ogden added that when looking at the issue of marketing GIS, the committee could also benefit from Economic Development for a policy perspective on how to move into the marketing arena. All of these were good suggestions. However, Jon did not feel they all needed to be an actual member of the committee, but should be included in a subcommittee structure. Rod Armstrong agreed with Jon and asked the committee if they felt it was important to make specific reference in the law to those agencies or groups. Rod also noted that County Assessors and other local officials, as well as Federal agencies, had also been suggested.

Discussion about the expansion of the Steering Committee continued. Yvonne noted that the Steering Committee had seriously discussed the possibility of moving more actively into an operational committee structure. Therefore, some of the proposed entities may serve better on a task force or subcommittee, rather than statutorily defined. Yvonne's initial thought was to keep the Steering Committee member numbers relatively small, but to also include a technical committee component. Terry added his observation that by including them on the Steering Committee, even though there was the risk of the committee becoming larger and more unyielding, it would help facilitate the use of the application and the development of GIS and the data sharing that otherwise the committee may not get. Terry felt that by trying to target unique skill sets, as Yvonne had suggested, this would also add to the committee's discussion and widen the committee's perspective.

Jim Brown voiced his concern about adding state agencies (Jim would also add the Dept. of Education which is also a user of a GIS system), it would over balance the committee toward state government. Tom Lamberson explained that it was not his intent to make a motion to propose specific entities at this time, but did feel that the discussion was beneficial. Jon Ogden commented that when the Steering Committee did begin to look at how the committee would operate in the future, the committee may also want to consider how to get more people involved. Assigning certain agencies or local government officials to formal subcommittees or even getting them to attend more Steering Committee meetings would be beneficial. Rod Armstrong thought it would be useful for the Steering Committee to go on record as saying that as work continues on LB 924, the committee recommended the involvement of certain agencies, etc., and to further to authorize the Executive Committee to work with those working on the bill, not as an endorsement to any specific approach, but in terms of how the issue would get captured in the legislative language.

Terry Kubicek ask if a federal agency could be appointed or would it need to be invited. Yvonne noted that it would be invited. Larry Zink suggested that the Steering Committee try an approach that is used in a number of other states where they use a federal representative on their council as a way to encourage the federal agencies to get together as a group within the state and then recommend someone within their group to represent them. Terry thought that Larry's suggestion was a different sense of invitation vs. appointment. Rod agreed that this was a fair question and noted there were a number of other issues in the bill that would need to be clarified, as well. Rod added that he would like to see the Steering Committee have a voice, probably through the Executive Committee, in some of the discussions of the bill. Then, since the committee was going to meet in February, it would have the opportunity to review and approve any possible amendments to the bill at that time.

General discussion about membership and subcommittees continued. Lash Chaffin asked what leverage the committee might have to ensure further involvement by others and what vision everyone had regarding the subcommittees. Yvonne added that the committee was evolving in sort of a real-time, GIS and the rest of the coordination, in terms of the State of Nebraska. Yvonne did not think anyone knew how everything was going to evolve, nor was the Steering Committee present to resolve all these problems at today's meeting. Yvonne did feel that if there was a particular need for participation by a state agency, then that agency would be asked to participate and it would become part of their job. However, there was no leverage over county, city, or other local government entities. Lash thought he could help with city officials. Jim Merchant arrived and added that if the some of the subcommittees could meet outside of Lincoln, there might be more involvement or participation.

Further discussion about the structure of the GIS Steering Committee and possible subcommittee structures continued. Yvonne explained the structure of the Information Resources Cabinet (IRC) and its technical committee. Terry Kubicek asked Yvonne for clarification about the relationship between the GIS Steering Committee and the (IRC). Terry wondered if the Steering Committee would propound policy to go through the IRC that will then refine it and enunciate information resources policy statewide. Yvonne noted that the discussion was moving toward agenda item #7, but added that Terry was on the right track. Rod asked Jim Brown for unanimous consent for the committee to take up agenda item #7 for procedural purposes. There were no objections from the committee.

**NEBRASKA TECHNOLOGY COORDINATION INITIATIVE AND GIS.** Rod Armstrong reminded everyone that at the last Steering Committee meeting *[November 13, 1997]*, he had given a presentation on the Nebraska Information Technology Commission and its three councils for Education, Government, and Community which resulted in LB 924. The bill also proposes the creation of the office of a Chief Information Officer (CIO) which is something that the Legislature and the Appropriations Committee, in particular, have been discussing for some time. The CIO would be a policy type position reporting directly to the Governor, as opposed to run operations inside of state government. A couple of funds are also proposed in the bill to provide financial incentives for collaboration. One is a Government Collaboration fund and the other is a Community Collaboration fund. These two funds are envisioned to be made available through the Government and Community Councils. No funds were specified for an Education fund since lottery funds and NEBSAT dollars were already going in that direction. However, the assumption was the same, these councils and the commission would have some say in how these funds would be directed.

Rod noted that the Steering Committee had already discussed possible changes to the Steering Committee. At this time, the items contained in the funding recommendations that were previously approved by the Steering Committee *[$120,000 for increased support for GIS Steering Committee programming]* were still a part of the

Governor's consideration for implementation of the bill. Another part of the bill is to rename the Department of Administrative Services-Central Data Processing Division (CDP) to the Information Technical Services Division. Rod noted that this was in large part due to Tom Conroy's, the Director of CDP, efforts to move the nature of the division toward more of a service organization.

The primary sponsor of LB 924 is Senator Joyce Hillman who has also made it her priority bill. The bill was originally referred to the Government Committee, but was re-referred to the Appropriations Committee. There are five members of the Appropriations Committee who have signed on as co-sponsors of the bill, including Senator Hillman and Senator Wehrbein who is the Chair of the Appropriations Committee. Other co-sponsors include: Senator Coordsen, Senator Bohlke, Senator Raikes, Senator Keele, Senator Brown, and Senator Don Peterson. Rod noted, as Yvonne had mentioned, that all of this was work in process and the bill will likely be modified in a number of ways. Terry had already pointed out one issue which was the constitutionality of appointing a federal official to a state board. Rod commented that he would continue to work with Yvonne and her office *[Policy Research Office]*, the Budget Office, Fiscal Office, and Legislative staff representing the co-sponsors of the bill, and others from the administration within the next few weeks prior to the public hearing of the bill to resolve a number of issues. Rod noted that there was a strong sense of support for the general concept of the bill with the understanding that there were still some details that needed to be worked out.

Tom Lamberson commented that copies of a summary page regarding the bill had previously gone out to the legislative liaisons. Dennis Burling made copies and distributed them during the meeting. Yvonne added her thoughts that the focus of the bill was on coordination and not to create another level for someone to report to. Yvonne also noted two points of importance that Rod had not dwelled on. One was the inadequate number of skilled technology workers in Nebraska. The bill included a commitment to put a training program in place by identifying state employees and also by working with the welfare to work group to put people through a training program called "grow your own." Another point was one of the funds that Rod had mentioned, clearly focuses on the Steering Committee's concern that in some cases there may be a single source for running a project. It may be a single agency, but everyone benefited from it. These funding sources would allow coordination and to appropriately pay through a grant mechanism, not just through a budget mechanism. Then, the funds and the resources should go where they need to be. Yvonne felt that these two funds -- a community based fund and a state agency coordination fund -- were important to the Steering Committee in terms of being able to access it.

Both Rod and Yvonne explained the structure of the Nebraska Information Technology Commission (NITC). The commission is to be chaired by the Governor or his/her designee. In this case, the Lt. Governor. Other members include representatives from Higher Education, K12, and the community (Greg Adams, Mayor of York). There are also five members from the general public with expertise or experience in setting strategic direction and making decisions which include: U.S. Senator Bob Kerry; Eric Brown, General Manager of KRVN in Lexington; Gary Cock, CEO of Centurion International in Lincoln; Joyce Wrenn, CIO of Union Pacific in Omaha; and one vacancy. Yvonne again noted the three councils. The state or government council would be the IRC which is chaired by Yvonne and is currently looking at several statewide issues. Local governments will be a component of the Community Council and the Education Council will be K12 and Higher Education.

Rod noted the NITC's Web site: *www.nitc.state.ne.us* Membership of the NITC, meeting agendas and minutes, and reports can be found at this site, as well as a link to the IRC Web site. The sites for the community and education councils are still under construction.

John Miyoshi asked what the Steering Committee's relationship would be to the NITC. Yvonne explained that there was a line being added to the bill that basically says it does not change anything that the existing groups do, but would coordinate with the NITC. Rod noted that the actual language read "report to." Rod commented that not everyone knew exactly what that meant and it would be subject to a great deal of discussion over the next several weeks.

Lash Chaffin offered to change the subject and moved to reconsider the vote at the November 13, 1997 meeting on the proposed changes to the State Surveyor's statutes to provide technical assistance for cadastral and geo-referencing of maps. Rod Armstrong seconded the motion. Jim Brown opened the floor for discussion.

Tom Lamberson asked Yvonne to address the issue that was raised at the last meeting about the code-agencies voting on recommended legislation without first following procedures as established by the Governor's office. Yvonne explained that there was an ongoing issue that agency directors, that are appointed by the Governor, need to make sure that anything they are working on or might possibly support, particularly in terms of legislation, need to have received some kind of coordination through the Governor's office. Yvonne thought Rod might say that it needed approval. Yvonne noted that there were fine lines with "need to have approval," but the agency directors certainly needed to have touched base with the Governor's office *before* they support or recommend legislation. All agency directors, which happen to be code agency directors, must check with the Governor's office, which in this case happens to be the Policy Research office, before they vote or make a decision about legislation that is moving forward.

Yvonne also explained that since the discussion at the last meeting, this particular piece of legislation had been reviewed and was now a part of the Governor's initiative. Yvonne thought the original question was what would be the role of the code agencies be in terms of participation, but this particular issue had been approved and was moving forward.

Rod Armstrong asked if reconsideration meant that the legislative proposal was put back on the table and the committee could take a second vote to approve it. Lash confirmed that this was the intent of his motion. In the discussion, Terry Kubicek asked Yvonne whether or not Dayle Williamson hadn't asked for a white paper. Yvonne noted that Dayle had made such a request, but explained that the problem was how to get it back in front of the GIS Steering Committee before the bill moved forward and no one intended to supersede the committee. Yvonne noted that Dayle's suggestion was that if there was this issue then maybe a white paper might be useful to help make the decision. However, Yvonne didn't think there was anything specific, but noted that from the perspective of the Policy Research Office and the Governor's office, there had been internal discussions, it had been reviewed, and they were ready to go this way without a white paper as such. Yvonne also asked that if anyone had any questions then they should be asked, but there had been internal discussions and PRO and the Governor's office was ready to move forward.

Duane Stott noted that the original legislation which created the GIS Steering Committee specifically says that the committee is to recommend legislation. Duane asked Yvonne how this impacted the committee's ability to make recommendations. Yvonne noted that it was pretty much standard procedure for those who have special expertise to still make reports and recommendations to the Legislature. However, those representing code agencies still needed to check with the Governor's programs before they make their decision. This was a part of their job that they have to go through these hoops before they can come back to the group to discuss it. Terry Kubicek noted that it was simply a matter that the code agencies directors must be given enough time prior to consideration by the GIS Steering Committee for them to go through their own agency, or in this case, the Governor's approval or review process.

Yvonne explained that this has not been a problem in the past, but the Steering Committee had suddenly found themselves in a political maelstrom. However, these issues have been resolved and the committee needed to move forward with a somewhat different mechanism. Jim Brown added that there had been, in this particular instance, an extremely short timeline. Through this process, Yvonne felt that the GIS Steering Committee had also been raised to a higher level of participation and visibility that it didn't have before. From the introduction of the legislative package, the committee had been more recognized. Yvonne also noted the importance of learning how the GIS Steering Committee fit into the long-term scheme in the development of the information technology component for the State of Nebraska. Some of the discussions that are currently taking place were dealing with short-term issues such as who's where, who reports to whom, and what's happening. Yvonne felt that it was important to deal with this legislation in the broader context of information technology for the state.

Yvonne also clarified that the GIS Steering Committee would report to the IRC (the Government Council of the NITC) and not directly to the NITC itself. However, Yvonne explained that since GIS was so comprehensive, the committee would likely work with and make recommendations to both the Commission and all three councils. Rod saw this as an opportunity for the Steering Committee to raise its issues to a higher level, to potentially educate policy makers, and to possibly get some funding.

Jim Brown asked for any further discussion before roll was called. The motion was to bring the proposed language for technical assistance by the States Surveyor back to the table for consideration. Larry Zink called roll and the motion passed *(see vote #4 on the attached voting record sheet)*.

Lash Chaffin moved to endorse the State Surveyors legislative initiative for technical assistance as originally distributed and discussed at the last Steering Committee meeting. Larry Zink noted that the original language of the proposal was also attached to the agenda. Jim Merchant seconded the motion. Jim Brown opened the floor for discussion.

Terry Kubicek expressed his concern over the term 'shall.' *"The surveyor **shall** also provide technical assistance, support, and advice to the various counties, cities, and other governmental bodies in Nebraska in their endeavors to produce and maintain cadastral or other geo-referenced maps."* Terry felt that the term 'shall' put the State Surveyor's office under obligation to provide anybody who does GIS advice in any content. Whether they requested it or not, the State Surveyor's office would have to provide it. The current language *required* the State Surveyor to provide assistance and Terry was concerned because the States Surveyor's office may or may not have the necessary experience, GIS hardware/software, computer peripherals, wiring issues, etc. Terry felt that 'shall provide' was a bit overdrawn.

Yvonne felt that the term 'shall' did not necessarily mean that the State Surveyor's office was required to do so, but rather they would provide by contracting it out. In whatever manner that the assistance was provided, the key was that the State Surveyor's office be the coordinating the element. Yvonne also felt that there should be a financing component to this. In that context, Terry felt it might be more appropriate to use a specific line agency that was dealing with a certain GIS component that way it would not require the State Surveyor's office to enter into it. Terry noted that it says 'shall,' then it means that the State Surveyor must also provide assistance to a K12 in North Platte, for example. Terry felt that in some ways it was creating a central data processing within the State Surveyor's office. John Miyoshi did not think the language said that. Lash Chaffin also shared his opinion that he didn't think the language preempted any others from doing that. Terry did not say it preempted it, but that it mandated it by using the word "shall."

There was some further discussion regarding the issue. Yvonne expressed her understanding of Terry's concerns. However, she stated that the issue was a reasonably narrow area and it meant to provide which could also mean to hire, but it also could mean that the State Surveyor's office might solicit specialists in the area, one who coordinates or identifies, or even one who can do and sets out to help. It provides a single place that already is a connector between all of the various elements (city, county, state) and is already a known entity and already had connections. It was a single place that people can at least go to figure out where to go next. Yvonne explained that this was her understanding of the intent of the language.

Tom Lamberson called the question to vote on the motion made by Lash and seconded by Merchant for the GIS Steering Committee to express their support for the proposed changes to the State Surveyor's statutes to include the proposed language as distributed with the agenda. Larry Zink called roll and the motion passed *(see vote #5 on the attached voting record sheet)*.

Tom Lamberson made a motion to authorize the Executive Committee to provide advice and assistance to the Governor's Office, Rod Armstrong, Yvonne Norton Leung, etc., on matters relating to the GIS initiatives being considered as part of the Governor's IT initiative (LB 924). Rod Armstrong seconded the motion. The Executive Committee includes: Dayle Williamson, Jon Ogden, John Miyoshi, Lash Chaffin, and Jim Brown.

Jim Brown asked for discussion. Lash clarified his understanding that the motion was to enable the Executive Committee to respond to any questions that Rod or Yvonne might have. Tom noted that this was correct, because there were likely to be issues/questions that would come up between now and the February 16 Steering Committee meeting. Jim Brown asked for further discussion. Hearing none, Jim asked Larry Zink to call the roll. Larry called the roll and the motion passed *(see vote #6 on the attached voting record sheet)*.

Rod Armstrong made a motion to authorize the Steering Committee chair or his designee (probably Lash Chaffin) to appear before a Legislative committee to testify in support of the provisions of the Governor's IT initiative as related to GIS and funding for provisions (as already considered by the Steering Committee). Tom Lamberson seconded the motion. John Miyoshi made a request for the Steering Committee to receive any written testimony before it was given. Blaine clarified his understanding that the motion would limit the Steering Committee to just those discussion items relevant to the Steering Committee as discussed at today's meeting. Both Rod and Yvonne confirmed this. Larry Zink called the roll and the motion passed *(see vote #7 on the attached voting record sheet)*.

Larry Zink made a suggestion for the Steering Committee to strike the words 'in July' from the statute referring to the Annual Report. Because the Legislature convenes in January, it would be beneficial to have the annual report completed and distributed to the legislative body in November or December. Rod Armstrong added that many state agencies are busy with fiscal year-end budgetary issues and having an annual report due in July cause some conflicts. John Miyoshi stated his preference to continue to designate some specific month in statute. Otherwise, everyone gets busy and it can be easily overlooked. Jim Brown suggested that the committee take up Larry's proposal to strike the words 'in July and then, if there was interest to take up a motion by the Steering Committee to specify the month.

Rod Armstrong made a motion to support a change of statutory language to remove the reference 'in July' referring to the due date of the Steering Committee's Annual Report to the Legislature. Jon Ogden seconded the motion. Larry Zink called the role and the motion passed *(see vote #8 on the attached voting record sheet)*.

Jim Brown turned the discussion back to item #3 (Nebraska GIS Symposium) of the timeline discussion items that were to be discussed at today's meeting. It had been brought to Jim's attention that if the group wanted to have a Nebraska GIS Symposium, then the committee needed to begin work on the project. Previously, the Steering Committee had discussed the possibility of having a Nebraska GIS Symposium in 1999, since it was an off year from the Mid-American GIS Symposium. Jim Merchant noted that the committee should also address some of the issues relating to funding. Jim Brown mentioned that he and Larry Worrell would be attending a Board of Directors meeting for the PSAN following this meeting and he would be willing to take any questions or issues with him and present the to the board. Jon Ogden was interested in knowing whether or not the PSAN might be interested in giving the Steering Committee their support again. Jim Brown said he would bring the issue to their attention and report back at the next Steering Committee meeting. Jim Merchant proposed holding the symposium in May 1999 at the Cornhusker Hotel in Lincoln, Nebraska.

The group took a short break.

**ADVISORY COMMITTEE ON STANDARDS FOR MULTI-PURPOSE LAND INFORMATION SYSTEMS.** Erik Hubl handed out a copy of a draft version of the first section of the Standards for Multipurpose Land Information Systems. Erik noted that the draft document was being submitted to the Steering Committee for initial review and consideration. Erik used overheads to show what the committee felt was an ideal outline for a Nebraska Guidebook (see the Table of Contents in the draft document) or GIS standards for Nebraska. Erik explained that the committee first drafted the two sections that they felt were the most important or were the heart of what they believe standards should be for Nebraska. Section V, *Fundamental Elements of Multipurpose Land Information Systems*, was a one page draft document, and Section VI, *Geographic/Geodetic Control*, was a ten page draft document. Erik noted that the Section VI itself could be broken down into four basic, fundamental recommendations (these were included in the draft document and were set apart by being indented, bolded, and in italics,):

- We recommend that new multipurpose GIS/LIS are abased on NAD 83 and NGVD 88 from the beginning, thus avoiding some of the possible problems associated with transformations.

- We recommend the use of the State Plane Coordinate System, NAD 83, as the basis for the recording of positions in local land-data systems in Nebraska. Selection of any other projection should be done reluctantly and only after most careful consideration.

- We recommend that GIS/LIS systems developed with the goal of providing a multipurpose cadastre for local government use should be referenced to a local geodetic reference framework that is properly connected to the National Spatial Reference System (NSRS).

- For all the nonfederal lands in Nebraska that are subdivided according to the Public Land Survey System (PLSS), we recommend that the geodetic reference framework for the cadastre be the section corners and the quarter-section corners of the PLSS, including the center point of each section. Each county (or municipality) that is planning to develop a GIS/LIS-based cadastre program should initiate a progressive program to relocate and monument these points according to the legally established procedures and properly connect them to the National Spatial Reference System to obtain geodetic coordinates.

Erik explained that the document was heavily footnoted and specifically organized to show support and documentation of information that has already been developed from various other local and national publications. These footnotes were the committee's attempt to provide the reasons for this information.

Attached to the agenda was a suggested timeline for the GIS Steering Committee to review the two initial draft sections. The Advisory Committee requested written comments and feedback from the Steering Committee by February 13, 1998 *(see changes below)*. The Advisory Committee would then discuss and review the feedback and mail a revised version of the two sections with the Steering Committee's agenda for the March 12 meeting. Jim Brown acknowledged that the Advisory Committee's timeline was indeed short. However, Jim wasn't sure it was short enough, because the Property Tax Division had requested some suggested standards by October 1998. Erik noted that the Advisory Committee was aware of this, discussed it, and recognized its importance. Jim Merchant asked if the Steering Committee was going to pay for its publication and how would it be distributed. Jim Merchant also explained that other states publish their standards in a loose leaf notebook so it can be published one section at a time and can be easily updated. There was some general discussion about the publication, distribution, and selling of the document.

Larry Zink explained the Advisory Committee's understanding that the Steering Committee wanted to review all documents before they were distributed to a broader group of interested parties for review. However, Larry suggested that if the Steering Committee was proposing to speed up the timeline, then it might want to reconsider this two step process of review. After some further discussion, Erik asked how the Steering Committee felt about the draft document being distributed outside of the Steering Committee without its prior review and approval. Jim Brown didn't think it would be a problem as long as it was clearly marked as a "draft." Terry Kubicek felt that it needed to be distributed to get as many comments as they possibly could and to refine it, since it potentially made it a better document.

**Jim Brown asked the Steering Committee to send their written comments to the Advisory Committee in time for Larry to mail them out before the next Steering Committee meeting on February 19. Jim suggested that the date due for written comments from the Steering Committee be February 6th.** Jim also asked that the Advisory Committee to continue working on other sections as they are waiting for the feedback. After some discussion, the Steering Committee asked that the revisions be returned to them in legislative style (typed out, underwritten, etc.).

**PLSS PILOT PROJECT.** Jim Brown gave a report on the status of the PLSS Pilot Project. Jim reported that Adams County was moving along fast and anticipated having their GPS finished by the end of the month. Dawson County was running about on schedule. They have most of their data inputted and are using their own GPS equipment. Hall County was just about on schedule and their GPS was already finished. Jim was not able to report on Merrick County, because he had not recently spoken to them. Jim noted he was learning that the pilot projects seemed to move along at the same pace as the level of interest and participation that was given at the county.

**FRAMEWORK DATA SURVEY.** Larry Zink reported that a proposed recipients list for the Nebraska Framework Data Survey was attached to the agenda for the committee's review. Jim Merchant noted that the University of Nebraska-Lincoln was accidentally left off the list. Larry was still in the process of calling some of the larger agencies to see exactly who would be the most appropriate person to receive the survey. Larry expected the survey to be mailed out sometime by the end of January. Dennis Burling suggested adding water and sanitation to the list that included other utilities. Lash Chaffin mentioned the Nebraska Rural Electric System. Terry Kubicek felt that Nebraska Municipal Power Pool should also be

added to the list. Lash commented that most of the city clerks would pass the survey on to the appropriate parties.

**1999 NAPP AERIAL PHOTOGRAPHY FLIGHTS.** Terry Kubicek reported that the current DOQ and DEM initiative is on schedule and under budget. Mahendra Bansal handed out copies of a map showing the status as of January 12, 1998. Terry explained that the bottom third of the state had been essentially completed. Northeast Nebraska is in process and has been slowed down a little bit in tagging in the rough terrain of the Sandhills, but Terry felt they were through the worst of it. Once completed, Nebraska will have statewide DEM and DOQ coverage 1:12,000, national standard. The information will available to others on NRC's Web site.

Mahendra also handed out copies of a letter from Terry to Max Etheridge, U.S. Geological Survey in Rolla Missouri. This letter requested an analysis of the cost of the next generation of DOQs. NRC would like to see 1:4,800, color infrared photography with simultaneous GPS control in the aircraft. Terry noted that at this point, there were no key decisions to be reviewed other than the fact that NRC has requested information of what the next generation will be and what it will cost. Jim Brown noted that many groups, including local governments, would be interested in the low level flight information. After some discussion about the 1999 flight and its uses, Jim asked Terry to keep the committee posted about its status, because of possible joint ventures. Terry agreed to keep the committee informed as discussions progress.

Larry Zink noted that one of the reasons this item was placed on the agenda was that he had been informed by Darryl Williams, USGS in Rolla, MO, that at the current time Nebraska is scheduled for NAPP flights for the spring of 1999. To firm up this timeline commitment, Nebraska would need to offer a 50% cost share agreement (probably in the neighborhood of $250,000). Without such a cost share commitment, there is a good chance that the Nebraska flight might get bumped to the spring of 2000. Larry noted that in the past, Nebraska has not provided a cost share for these flights. Larry indicated that he wanted to bring this issue to the Steering Committee to see if the 1999 flight timeline was critical for any agency or interest, and if anyone was interested in pursuing the cost share arrangement. Following a discussion, no one expressed an interest in pursuing a cost share arrangement on the NAPP flights.

**FGDC MEETING.** Larry Zink attended the FGDC meeting in Washington, D.C. on January 12 and 13. At the first day's meeting, the FGDC partners met to discuss what they would discuss and recommend to the FGDC. They presented their recommendations to the FGDC, chaired by Sec. Babbitt, on the second day. These recommendations were attached to the agenda. Also attached to the agenda was a copy of a draft document for Information Access and Information Policy which was sent to the FGDC for endorsement. Larry explained that this issue was tabled for one month so the FGDC could review it, but Larry felt that it would likely be endorsed.

Larry noted that also attached to the agenda was the announcement and application/requirement for the annual FGDC grant programs. Larry indicated that at this time, given the priorities and programs underway, he wasn't proposing that the Steering Committee apply for any of those grants, but wanted the committee to be aware of them. Larry also noted that attached to the agenda were summary sheets related to a just released report from the National Academy of Public Administration (NAPA) on the future of geographic information coordination at the federal level. The report makes a number of recommendations related to public management issues created by developments in geographic information. The FGDC has expressed an interest in state coordinating council feedback on the recommendations in the report. They have requested such feedback by the middle of March. Larry has one copy of the fat full report and additional copies are available for $30.

**EDUCATIONAL EFFORTS**. Nebraska GIS Update Newsletter. Jim Merchant reported that three newsletters would be published in February, June, and October. Jim Merchant's office would pick up the mailing costs and the Department of Roads may pick up some of the printing costs. Jim also noted that a new listserver had been created which was open to the public and included everyone from the old list, plus new members. The new Nebraska GIS News Listserver is at: "neb-gisnews@ulysses.unl.edu".

Mid-America GIS Symposium. Jim Merchant reported that a brochure about the symposium had been mailed in mid-December. They were still looking for speakers, etc., and if anyone was interested to let Jim know.

Metadata Video. Larry Zink reported that awhile ago, NSGIC had a metadata training session and has made available a video of that session. Larry Zink did have a copy in his office, but had not yet reviewed it. If anyone was interested in the video, they were to contact Larry.

**STEERING COMMITTEE MEMBERS UPDATES**. Terry Kubicek reported that the Nebraska Forest Service intended to touch base with the U.S. Forest in Minnesota to have preliminary discussion about how they might use the DOQs and other coverages in the next forest inventory.

Larry Zink reported that he had received a letter from NEMA inviting the GIS Steering Committee to be an exhibitor at their next conference in Kearney on April 17-19. Duane Stott noted that the GIS booth was well received last year. Duane also commented that the DOQs were becoming extremely valuable for statewide emergency response effort. Duane would also like to see someone from NRC to get them acquainted with the DOQs. Terry felt it was appropriate to be there to talk about DOQs and would look at assigning staff to be there. Larry indicated that he would get the information about NEMA to Terry.

The meeting was adjourned. The next meeting will be **Thursday, February 19, 1998 at 1:00 pm**.

# Nebraska GIS Steering Committee
## VOTING RECORD

Meeting Date 1/16/98

| | Roll Call | Minutes #1 | Planning Referral #2 | Febr mtg. #3 | reconsider St. Surv. #4 | support St. Surv. #5 | Exec. Cmte #6 | Leg. test. #7 | Annual Rpt. #8 | #9 | #10 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| DAS - Rod Armstrong | A/P | | + | + | + | + | + | + | + | | |
| DEQ - Dennis Burling / Tom Lamberson | P | NV | + | + | + | + | + | + | + | | |
| CSD - Jim Merchant / Les Howard | A/P | | | + | + | + | + | + | + | | |
| NRC - Dayle Williamson / Terry Kubicek | P | + | + | + | + | NV | + | + | + | | |
| PRO - Yvonne Norton-Leung | A/P | | + | + | + | + | + | + | + | | |
| DOR - Jon Ogden / Dick Genrich | P | + | + | + | + | + | + | + | + | | |
| Surveyor - Jim Brown | P | + | + | + | + | NV | + | + | + | | |
| LRD - Val Goodman | P | + | + | + | + | + | + | + | + | | |
| John Miyoshi | P | + | + | + | + | + | + | + | — | | |
| Blaine Dinwiddie | P | + | + | + | + | + | + | + | + | | |
| Cliff Welsh | P | + | + | + | + | + | + | | NV | | |
| Larry Worrell / Jim Langtry | P | + | + | + | + | + | + | + | | | |
| Lash Chaffin | P | + | + | + | + | + | + | + | | | |
| Duane Stott | P | + | + | + | + | + | + | + | + | | |
| Dennis Wilson | A | | | | | | | | | | |
| TOTALS | 11-P / 14-P | 10+ 1-NV | 13+ | 14+ | 14+ | 12+ 2-NV | 14+ | 13+ | 10+ 1- 1-NV | | |

P = present
A = absent

"+" = voting for
"—" = voting against
"NV" = not voting

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14