Present were (* authorized to vote):

*	Rod Armstrong	State Information Technology Coordinator
	Mahendra Bansal	Natural Resource 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 Computer Services
	Erik Hubl	Lancaster County Assessor's Office
	Mele Koneya	Game & Parks Commission
*	Terry Kubicek	Natural Resources Commission
*	Jim Merchant	Conservation and Survey Division
*	John Miyoshi	Lower Platte NRD
*	Tom Ryan	Governor's Policy Research Office
*	Duane Stott	Scotts Bluff County Surveyor
*	Cliff Welsh	Keith County Commissioner
	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 Wednesday, May 8, 1996.

ROLL CALL. Chair Rod Armstrong called the meeting to order at approximately 1:40 pm and requested a call of the roll. Thirteen duly authorized representatives were present, and therefore, a quorum was present to conduct business.

MINUTES. Jim Merchant moved that the minutes of the March 13, 1996 Steering Committee meeting to be approved as circulated. Jim Brown seconded. The motion passed *(see vote #1 on the attached Voting Record sheet)*.

FINAL REPORT ON THE 1996 NEBRASKA GIS SYMPOSIUM. Larry Zink handed out a financial summary of the symposium. Approximately $1,050 is outstanding in accounts receivable as of May 10, 1996. Gross receipts from the symposium totaled approximately $50,223 and expenses totaled $31,446 resulting in a net profit (after the return of $6,000 to PSAN) of approximately $18,777.

John Miyoshi inquired about the total number of registrants for the symposium. These numbers were made available at the last meeting, but Larry agreed to forward a copy of this information to John. Terry Kubicek suggested combining both the number of registrants and the financial summary into one final report for the symposium.

Terry asked if the financial agreement with the Professional Surveyor's Association of Nebraska (PSAN) had been clearly written. If not, then all profits should be split between PSAN and the steering committee. Jim Brown pointed out that it was PSAN who had advanced money for the

symposium and had signed the letter of credit with the Cornhusker Hotel. PSAN had agreed to do this with the understanding that they could possibly risk a loss of up to $30,000, but would be entitled to any potential profits as well.

Larry Zink found a reference to this understanding in the December 1994 minutes, p 5 - "Jim B. noted that PSAN has agreed to co-sponsor the event and put up the financial resources to get it off the ground. As part of that agreement, it is understood that they will control whatever profits might be made from the event, as well as cover the potential financial losses." Terry suggested that future investments be set up as a cash fund through the Department of Administrative Services (DAS). Jim Brown believed that PSAN might share a portion of the 1996 symposium profits for use in a GIS education fund. The committee generally supported the idea of a separate fund for use by the committee. Further discussion by the committee and with DAS will need to take place.

POSSIBLE NEBRASKA GIS STEERING COMMITTEE/FEDERAL GEOGRAPHIC DATA COMMITTEE COOPERATING GROUP AGREEMENT. Larry Zink reported on the status of the group agreement. At the last meeting, Larry had submitted a draft proposal for the committee's review. At that time, the committee agreed to discuss the proposal at the next meeting (May 15). However, two days after the March 13 meeting, the FGDC notified Larry that they were getting ready to act on the cooperating group agreement. Larry was able to contact most of the steering committee members by phone or memo asking for quick approval of the proposal. The response from the committee was positive. Larry made a few changes to the NSDI initiatives section of the GIS proposal. With a cover letter from Rod Armstrong, Larry then sent the proposal to the FGDC on April 4, 1996.

The FGDC met on May 14, but Larry had not yet heard whether or not they had accepted the steering committee's proposal. It was Larry's understanding that prior to the FGDC meeting on May 14, six state councils had already been recognized as cooperating partners. The FGDC's mandate by executive order is to coordinate geospatial data for federal entities. Because the FGDC recognizes the importance of working closely with state and local governments, they are seeking ways to formalize relationships with state GIS councils.

Terry asked if the FGDC was looking for state councils to update information. Larry thought they were looking for a coordinating entity to avoid duplication of efforts. Terry also asked if the structure would be flexible enough to accommodate different state functions or approaches. Larry said yes, the FGDC had a general set of guidelines for the things they wanted to accomplish and would be looking at the Nebraska GIS Steering Committee to coordinate some of these things.

Larry also shared with the committee information he had received from NSGISC. The NSGISC had a report from Nancy Tosta that the USGS is reorganizing itself to work more closely with states. They have created three new regional directors. They also appointed the water resources divisions from each state to act as state contacts to work with GIS committees. Nebraska's new local USGS contact is Linda Weiss. Larry had called Linda to set up a meeting to explore how best to utilize this new relationship. Linda appreciated the initial communication from Larry and an initial meeting was set for May 23, 1996.

NRC has two contracts with the USGS and Terry was curious to know how this new contact would affect the organizational chain of command. Larry doubted that Linda knew at this point. It was an

attempt at the national level to facilitate communication. Terry suggested inviting Linda to attend the next GIS meeting to share any information she had with the committee.

ELECTION OF STEERING COMMITTEE OFFICERS. Rod Armstrong reviewed the committee's discussion at its last meeting concerning voting procedures:

> -Election of Chair and Vice Chair
> -Floor would be open for nominations.
> -Nominations needed a second.
> -Motion was needed to cease nominations.
> -Nominations would be subject to a vote by secret ballot.
> -The names were to be read as they were opened.
> -Election of individuals, not agencies or their designees.

John Miyoshi asked if there was an advantage to having a state agency person elected as a chair as opposed to a local representative. Lash Chaffin felt that it might be important because state agencies are more affected than other entities. Terry Kubicek agreed that earlier, during the formation of the GIS Steering Committee, a state agency chair person was important. However, there is more and more discussion about including local level government and it was probably appropriate to shift focus of the GIS Steering Committee at this time. Jim Merchant agreed with Terry in that the real work is at the local level for a long time to come. Therefore, he did not see any disadvantage to having a local government representative as chair.

Tom Ryan asked what the length of term was and should it be part of a motion. Rod noted that the statutes were not specific. Tom recommended that the term be a maximum of two years. Both Rod and Jim Brown agreed that the term of office should be made clear before the election of officers.

Terry Kubicek made a motion for a term limit of two years for both chair and vice chair. Jim Merchant seconded the motion. Discussion of term limits and continuity of terms followed. Jim Brown made a motion to amend Terry's motion to a one year term, no term limits, and no order of ascension. Tom Ryan seconded the motion if Jim Brown would consider adding that the terms would begin July 1. Jim agreed to Tom's request. Tom, therefore, seconded the motion.

A vote was taken on Jim Brown's motion to amend Terry's motion. The motion carried *(see vote #2 on the attached Voting Record sheet)*. A vote was then taken on Terry's motion as amended by Jim Brown. The amended motion passed *(see vote #3 on the attached Voting Record sheet)*.

Rod Armstrong opened the floor for nominations of chair. Jim Merchant nominated Jim Brown. Dick Genrich seconded. Tom Ryan made a motion to cease nominations. Blaine Dinwiddie seconded the motion. Rod asked for discussion to cease nominations. Terry Kubicek felt that there should be more than one person nominated and that additional time should be given before closing nominations. Tom felt that adequate time had been given, but if Terry felt differently, he could vote against closing nominations. Rod also noted that the voting procedures had been made clear before the election was started. A vote was taken to cease nominations. The motion failed and the floor was still open for nominations *(see vote #4 on the attached Voting Record sheet)*.

Terry nominated Cliff Welsh. Jim Brown seconded. Rod asked for other nominations. Hearing none, the nominations ceased. Rod then gave both nominees an opportunity for comments. Voting by secret ballot for the office of chair took place. Larry read the names as the ballots were opened. Jim Brown was elected as the new chair beginning July 1, 1996 with a vote of 10 to 3.

Rod opened the floor for nominations of vice chair. Jim Brown nominated Cliff Welsh. Jim Merchant seconded. Lash Chaffin nominated himself. Jim Brown second. Rod asked for other nominations. Hearing none, the nominations ceased. Rod then gave both nominees an opportunity for comments. Voting by secret ballot for the office of vice chair took place. Larry read the names as the ballots were opened. Lash Chaffin was elected as the new vice chair beginning July 1, 1996 with a vote of 9 to 4.

GIS REVIEW SUBCOMMITTEE REPORT. The GIS Review Subcommittee had reviewed and unanimously recommended approval of a purchase request from the Legislative Computer Services for an upgrade of their GIS hardware and software at a cost of approximately $31,000. Tom Ryan made a motion to approve the purchase. Terry Kubicek seconded.

Terry asked Val Goodman to explain how the Legislative Computer Services was going to use the machine. He was also curious to know the relationship between Legislative Computer Services and Legislative Research. Val explained that the machine was going to be used for the Census Block Boundary Suggestion program. This is a replacement machine which would bring them up to speed and expandable for the year 2000. The Legislative Computer Services has been split apart from and is now separate from Legislative Research. A vote for approval was made and passed *(see vote #5 on the attached Voting Record sheet)*.

Larry Zink presented a brief proposal for the purchase of a computer for Larry's use. This proposal had not been previously reviewed by the GIS Review Subcommittee, because the draft proposal had not been prepared until shortly before the meeting. The new hardware and software would enable Larry to use ArcView 2 software, have remote access and utilization of NRC's GIS network and their ArcInfo license, and the use other state agency GIS systems available for remote access. Overall, the committee did approve Larry's proposal, but did recommend upgrading memory to 32mg and the graphic card memory to 4mg. A vote for approval was made and passed *(see vote #6 on the attached Voting Record sheet)*.

DATES & FORMAT FOR FUTURE GIS STEERING COMMITTEE MEETINGS. Larry presented the committee with a budget analysis. Travel and lodging costs per meeting averaged $475 over the past ten months or five meetings. With that cost in mind, Larry outlined possible costs for the next fiscal year. Other costs to be considered included approximately $1,500 for postage and printing, not including the cost of the newsletter.

General discussion concerning costs continued. Larry Zink indicated that he had talked to Steve Schafer, IDSD Administrator. The Department of Administrative Services (DAS) will begin 98/99 budget preparations late this summer, and if the GIS Steering Committee had any budgetary requests, the committee should present it to Steve before August 1996. Jim Brown felt the committee should request adequate funds for twelve meetings per year. Jim Merchant thought additional funds should be requested for the newsletter and Larry's travel cost around the state. Dennis Burling suggested that travel costs might be saved by having one or two meetings around the state and each committee

member could then submit their travel costs back to their own agency. Dennis added that requests for funds should include: costs for all meetings, postage, printing, and educational outreach programs. Duane Stott suggested portable computers for demonstrations purposes. Once again the committee discussed the need for a cash fund and the authority to spend from it. Rod and Larry were asked to work on budget suggestions to be considered at the next meeting.

The group discussed the merits of meeting or not meeting every month. The steering committee did agree to schedule meetings on the 3rd Tuesday of each month for the next year. However, they anticipated having only bi-monthly meetings. An executive committee was created to handle any interim business by expanding the current GIS Review Subcommittee to include Lash Chaffin. All decisions made by the executive committee would need to be approved by the steering committee. It was also noted that all steering committee members were welcome to participate in any executive committee sessions.

REVIEW OF DRAFT ANNUAL REPORT. Jim Brown suggested that each committee member review the draft annual report and send suggestions and comments to Larry by June 1. The executive committee will then review the suggestions on June 19. Larry is to continue trying to get reports from others to be included in the annual report. Jim Merchant expressed an interest in getting a report from Dennis Wilson.

UPDATE ON CADASTRE/PLSS TASK FORCE. Larry asked the committee if they felt comfortable in letting the Property Parcel Task Force take the "Facilitating Land Record Modernization" section (page 7) of the draft annual report and making it their own. The committee agreed for Larry to work with the task force in revising this section and then to report back to the executive committee on June 19 and then to the steering committee at the July meeting.

DISCUSSION OF FUTURE EDUCATIONAL MEETING FOLLOWING UP THE GIS SYMPOSIUM. The steering committee has expressed a great deal of interest in organizing some type of GIS educational outreach programs for local government over the next year. General discussion about the format of such a program followed.

Lash Chaffin was willing to schedule and fund some sort of a "local government GIS feast" for cities and villages with the help from Terry. Terry asked the committee what level of educational meetings or forums they were looking at. He also mentioned that the availability of staff and budgets were issues to consider. Blaine Dinwiddie commented that live demos seemed to work better than exhibit booths. Blaine also noted that because they already know, most people are no longer interested in what GIS is, but what is available to them right now. Duane Stott explained that a hot topic was consolidation of services, therefore, a regional meeting format might work best. Larry mentioned that this might also be a good format to get more feedback and input regarding the Property Parcel Task Force. Lash Chaffin, John Miyoshi, Blaine Dinwiddie, and Duane Stott were charged with drawing up a proposal for future educational meetings for the steering committee's review.

Jim Merchant reported on preliminary discussions that he had with Larry about establishing a state GIS Listserve discussion group on the Internet as part of a community building/educational outreach effort. Jim Merchant indicated that CSD has the Listserve software and would be willing to operate the list should the steering committee be interested in establishing one. Terry raised the question as to

whether this would be a moderated or unmoderated listserve. Both Jim and Larry suggested an unmoderated approach. The committee expressed support for a subscription listserve as opposed to a bulletin board approach. Larry also noted that several states have developed listserves as a communication vehicle for the GIS community. Larry asked the steering committee if they would like Jim and Larry to continue to develop this possibility. The committee agreed that they should proceed.

UPDATE ON NRC'S DOQQ PROJECT. Terry handed out a report on the Production Schedule (Area A) for DOQQs. NRC is ahead of schedule on DEMs and they meet or exceed all federal standards.

Larry Zink mentioned a brief conversation that he had with Terry concerning the possibility of working with NRC's GPS crew as they did the ground work for the DOQQ/DEMs to get accuracy GPS coordinate values for county corner monuments. Terry noted that alternatives for collecting these coordinate values could either be from the PLSS database that NRC had developed from the USGS Quad maps or from the DOQQs.

Larry meant that it was important to get an accurate coordinate fix on the actual survey monuments that county surveyors and others would use, if and when, they started to develop a digital property parcel layer. Monumented corner coordinates accurately fixed makes it more likely that adjacent county digital property parcel layers would fit together. Terry noted that in many cases the monuments no longer exist, or at the very least, were difficult to find. Larry was suggesting to Terry that they explore the possibility of working with county surveyors to get them to locate and flag these county corner monuments (where they exist) in advance of NRC's GPS crews going out to an area. NRC's GPS crews could then occupy the sites and take GPS readings for those monuments that had been located. Terry agreed that such an approach was probably feasible in conjunction with the DEM development work.

UPDATE ON GPS BASE STATION NETWORK. Jim Brown reported that an agreement had been reached with a firm called SATLOC for installing a privately owned, survey quality, GPS base station at the Nebraska Department of Roads facilities on Highway 2 in Lincoln. In return for providing the space for the base station antenna and server, SATLOC will provide to the state free survey quality GPS data for post-processing use. In return, the state agrees to not transmit "real time" GPS data from this particular base station. This GPS base station is scheduled to be in operation in May.

Jim also reported that things are looking more positive about the possibility of working with Duane Stott and a consortium of interests in the Scotts Bluff area to also install a survey quality GPS base station there. Jim reported that if the Scotts Bluff arrangement comes through, he can then turn his attention to exploring some of the interest from Central Nebraska in also setting up a cooperative survey quality GPS base station. Jim noted that while the GPS base station initiative is a little behind schedule, due to these upgrading initiatives, it is still pretty much on track.

Terry Kubicek inquired about the frequency of GPS readings from the Lincoln GPS base station and the length of time the data would be archived. Jim Brown indicated that some of those details were still being worked out, but at this point, his inclination was to archive the data for a month. Terry expressed concern about the agreement with SATLOC to not distribute real-time GPS data. Jim explained that this only applies to this one particular base station and the original purpose of the GPS base station initiative was to make post-processing data available. Jim noted that with this agreement

the state has saved money and upgraded the base station system to survey quality. Jim also noted that, if state should decide to in the future, it could install its own base station and provide real-time GPS readings. However, at this point in time there seems to be very limited need for real-time GPS among state agencies. Terry suggested that the contract with SATLOC be brought to the steering committee for review. Jim indicated that he would do so when it was finalized in writing. Cliff Welsh asked Jim how these evolving arrangements on the GPS base data compared with the original GPS base station plan. Jim noted that all of the proposals currently under discussion either met or significantly exceeded the original proposal in terms of data accuracy.

Jim also reported on a new interest by the Bureau of Reclamation to develop property parcel data for portions of Central Nebraska by possibly using the Bureau of Land Management software. Jim will be meeting with representatives of these two agencies on May 16th in Kearney to explore the idea.

UPDATE ON PLANNING FOR THE DEVELOPMENT OF DIGITAL SSURGO COUNTY SOIL SURVEYS. Terry reported that the Lancaster pilot is up and running and on schedule. He also reported that a liaison agreement between NRCS and NRC has been completed. A soil scientist from NRCS will be assigned to work with NRC on digital soils development.

LEGAL ISSUES AND GIS AND GEOSPATIAL DATA. Cliff Welsh was concerned about legal questions regarding GIS and its uses such as security, privacy, selling, and licensing. Cliff thought maybe the committee should be looking at and addressing these issues. Jim Brown felt that the committee had already looked at most them. Jim Merchant reminded the committee that there is GIS law and a GIS law home page.

STEERING COMMITTEE MEMBERS UPDATES ON THEIR AGENCY GIS ACTIVITIES. Terry reported that NRC had met with the county assessor in Kearney for a briefing on DOQQs. The county assessor had good questions and showed interest in DOQQs.

A discussion developed on the AS/400 network that is in place in the counties across the state and how it might or might not relate to GIS. Terry mentioned the inadequacies of that system relative to its graphical capabilities and GIS. Terry also raised the question about the merits of continuing to invest in the AS/400 technology with its legacy software. Larry noted that when he was in Kansas visiting the "field office of the future," they spoke quite highly of the AS/400 and was looking forward to getting the machine for use in conjunction with their GIS. John Miyoshi had also heard the same. Dennis Burling noted that while the AS/400 is limited in terms of its graphics capabilities, it can work with GIS. Larry suggested that since the investment has already been made in the system, it would make sense for someone to outline for the counties their options on how to make productive use of the system in conjunction with GIS should they chose to do so.

Larry reported that the Geospatial Data Clearinghouse Working Group is proposing to host a metadata training workshop on the morning of July 17th. The Working Group will share the training duties. The steering committee endorsed the July 17th date.

Jim Merchant, once again, reminded everyone that he needs information for the newsletter. Information needs to be submitted in June for the July newsletter.

The next meeting is scheduled for Tuesday, July 16, 1996.

GIS Steering Committee
VOTING RECORD

Date 5/15/96

	Roll Call	Minutes #1	Term of Office Amendmt #2	Terr't Amended Motion #3	Cease Nomin. #5	Gis Rev. LCS #6	Gis Rev. 1050 #7				
DAS - Rod Armstrong	P	+	+	+	—	+	+				
DEQ - Dennis Burling, Tom Lamberson	P	+	+	+	—	+	+				
CSD - Perry Wigley Les Howard, Jim Merchant	P	+	+	+	+	+	+				
NRC - Dayle Williamson Terry Kubicek	P	+	—	—	—	+	+				
PRO - Tom Ryan	P	NV	+	+	—	+	+				
DOR - Jon Ogden Dick Genrich	P	+	+	+	+	+	+				
Surveyor - Jim Brown	P	+	+	+	NV	+	—				
LRD - Laura Valenziano Val Goodman	P	+	+	+	—	NV	+				
John Miyoshi	P	+	+	+	—	+	+				
Blaine Dinwiddie	P	+	—	+	—	+	+				
Cliff Welsh	P	+	—	+	+	+	+				
Larry Worrell Jim Langtry	A										
Lash Chaffin	P	+	—	+	+	+	+				
Duane Stott	P	+	+	+	+	+	+				
Dennis Wilson	A										
TOTALS	13-P	12(+)	9(+) 4(-)	12(+) 1(-)	5(+) 7(-) 1 NV	12(+) 1-NV	12(+) 1(-)				

P = present
A = absent

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

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