

## GIS Steering Committee

Meeting Minutes - 10/20/93

The meeting was called to order at 1:30 p.m. by the Chair, Rod Armstrong.

Present were (\* authorized to vote):

* Rod Armstrong	Governor's Policy Research Office
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
* Steve Henderson	Department of Administrative Services
Terry Kubicek	Natural Resources Commission
* Tom Lamberson	Department of Environmental Quality
* Jim Merchant	Conservation and Survey Division
* Jon Ogden	Department of Roads
* Duane Stott	Scottsbluff County Surveyor
* Dayle Williamson	Natural Resources Commission
* Dennis Wilson	City of Omaha
Larry K. Zink	Coordinator, GIS Steering Cmte.

**NOTICE OF MEETING.** A public notice of the meeting pursuant to Section 84-1411 R.R.S. 1943, was published in the Omaha World Herald on October 13, 1993.

**QUORUM:** The roll was called to insure that there was an adequate attendance for a quorum of eight Str. Cmte. members. Eleven authorized voting members were present.

**MINUTES:** It was moved that the minutes of the September 15, 1993 GIS Str. Cmte. be approved as mailed out. The motion passed by a unanimous roll call vote (*see roll call vote #1 on attached sheet*).

**DATA INVENTORY SUBCMTE:** Jon Ogden, Subcmte. Chair, reported that the Data Inventory Pilot Project has progressed to the point that sample data entry is now happening for agencies who were part of the pilot project. Jon O. reported that the project is on track for a demonstration at the November GIS Str. Cmte. Jon O. suggested that the subcmte. would prefer to not do a demo at the GIS Forum in November, and wait until the pilot team had the opportunity to work the potential bugs out of the system. This suggestion was favorably received by the Str. Cmte.

**EDUCATION SUBCMTE:** Jim Merchant, Subcmte. Chair, reported that the next newsletter was at the printers and would be mailed out next week. He invited those present at the meeting to submit articles for the next newsletter (articles due the end of November).

Larry Zink reported that he and John Miyoshi had given a presentation on GIS at the Annual Meeting of the Nebraska Association of Resource Districts in Columbus, NE. Larry Z. also reported that, as per the decision at the last Str. Cmte. meeting, there was a GIS Str. Cmte. booth at the Annual Conference of the Nebraska Association of County Officials in Omaha. Larry Z. thanked Blaine Dinwiddie, Dennis Wilson, Larry Worrell, Val Goodman, Steve Larsen, Jim Langtry and Eric Hubl for their assistance in making this booth happen. Larry also reported that he will be assisting with a GIS presentation at the Nebraska Library Association meeting in Grand Island on Oct. 28th.

**POLICY SUBCMTE:** Rod A. gave a brief report on a meeting he had with Sen. Moore to update the Senator on the Str. Cmte.'s activities.

Robert's Rules Rod Armstrong, Chair, asked Larry Z. to provide the background on the "Roberts Rules of Order, Newly Revised," item on the agenda. Larry Z. reported that during the discussion of Str. Cmte. procedures and policies at the last Str. Cmte. meeting there seemed to be a strong consensus that a reference to Robert's Rules of Order should be included in the adopted procedures. However, that concern apparently got lost in the course of the broader discussion, because no one made a motion to that effect. Larry reported that because of that discussion, he had included the following phrase in the revised **GIS Steering Committee Voting Policies and Procedures**, "Rules of Order. Unless otherwise specified within these voting policies and procedures, the Steering Committee will follow procedures in Roberts Rules of Order, Newly Revised." Larry wanted to check to see that he had read the sentiments of the group correctly and if a motion was necessary. Following discussion, there appeared solid support for the inclusion of the phrase and a feeling that a vote was not necessary.

Prioritizing Strategic Objectives/Straw Poll Results. Larry Z. passed out the results of the straw poll of Str. Cmte. members on the relative priority of the Strategic Objectives. It was decided at the Sept. Str. Cmte. meeting to conduct a new straw poll, because the Strategic Objectives related to the Legislative Appropriation bill were not part of the earlier straw poll. Larry Z. reported that for a variety of reasons, most of the people representing non-state agencies or constituencies did not get their straw poll ballots in and therefore are not represented in the results. Jon O. requested (and the Str. Cmte. supported him) that this reprioritizing should be held over until the Nov. Str. Cmte. meeting to give people time to review the straw poll results.

Long-range Study and Proposals. The discussion of this agenda item was intermixed with the above discussion of the reprioritization of the Strategic Objectives. Larry reported that Policy Subcmte. (9/30/93) recommended that the Flood Disaster Study be put on hold and that the Str. Cmte. should directly proceed to research and produce a report for the Legislature on short/medium term needs, plans and recommendations for Nebraska GIS development. Larry also reported that based on that strong recommendation, he had sent out a modified version of an earlier questionnaire he had developed.

Concern was expressed about the shortness of time to get a report ready for the Legislature by January. It was noted that at the last Str. Cmte. meeting the discussion of whether to proceed with the GIS Flood Study or the long-term needs assessment and recommendations for the Legislature was tabled until this meeting. Steve H. moved and Lash Chaffin seconded that, the Str. Cmte. proceed directly with conducting a GIS needs assessment and the development of recommendations for the Legislature. The motion passed unanimously on a roll call vote (*vote #2 on attached sheet*).

Concern was expressed that the specifics of what should be in such a report was not clear. It was noted that Laura V. had submitted some suggestions. The task of developing an outline, schedule, and responsibilities for such a report was referred to the Policy Subcmte.

**TECHNICAL STANDARDS SUBCMTE:** Mahendra Bansal reported that he had received the feedback from the question and answer sessions and the written comments and suggestions from Larry Z. Mahendra B. did note that the feedback had been that the document should be restructured to put related items together and therefore not follow the Goals, Objectives and Tasks format of the Strategic Plan. Mahendra inquired about the Str. Cmte.'s feelings about this change and the response from the Str. Cmte. was positive to the idea of restructuring the document. Mahendra said he hoped to have a revised draft available for the November Str. Cmte. meeting.

**GIS REVIEW SUBCMTE:** Rod A. gave a brief overview of the most recent action by the Review Subcmte. relative to a purchase request from the DEQ and referred the Subcmte by Steve H. of CDP. For several reasons, the Subcmte. could not reach consensus on the DEQ request and, due to the short DEQ timeline, the matter was referred back to Steve H. of CDP without action by the Subcmte. Steve subsequently acted to approve the request.

To clarify procedures relating to compliance with the Public Meetings Law, Jim B. moved, and Lash C. seconded that the GIS Review Subcmte. would no longer be empowered to act on behalf of the Str. Cmte. and instead would be advisory to the Str. Cmte. only, as are the other Subcmtes. The discussion related to this motion indicated that this change would allow the Review Subcmte. to act in the expeditious manner outlined in its procedures and not run afoul of the Public Meetings Law. It was noted that in those rare occasions when a rapid response was critical, the Str. Cmte. Chair could convene an emergency telephone meeting. The motion passed with a roll call vote of nine for, one against, and one not voting (*see roll call vote #3 on attached sheet*).

To help clarify when the Review Subcmte. should be involved in reviewing purchase request, Jim B. moved and Jon O. seconded that the following:

The GIS Review Subcmte. would review purchase under the following conditions:

- Items identified by the requesting agencies as GIS-related and referred by CDP to the Subcmte.
- Items referred to the Subcmte. by CDP
- Items referred to the Subcmte. by the GIS Str. Cmte.

The motion passed unanimously with a roll call vote (*see roll call vote #4 on attached sheet*).

**ROTUNDA FAIR:** Larry Z. reported that he had sent out an invitation and related questionnaire to 24 state, local and federal agencies and organizations. Larry Z. noted that the questionnaire did ask agencies how they would respond to the possibility of a small fee to cover expenses (up to \$50). Larry Z. asked the Str. Cmte. about their response to the question of holding the event in the Rotunda or the First Floor. The St. Capitol staff was encouraging the use of the First Floor. The Str. Cmte. was supportive of the First Floor use.

**STAFF REPORT:** Larry Z. provided a brief summary of the highlights of his printed staff report (*attached*). Blaine D. asked whether it wouldn't be better to just attach his staff report to the minutes and dispense with a regular staff report, unless there was something special that needed discussion. This received favorable response from the Str. Cmte.

#### **INTERSTATE GIS-RELATED MEETINGS:**

National States Geographic Information Council. Jim B. reported briefly on his attendance at this annual meeting, in Williamsburg, VA, on behalf of the Str. Cmte. Jim B. noted that 38 states are now involved in the organization. Jim B. reported that standards was a heavy discussion topic at the meeting. He also reported that federal agencies were present and very interested in state input. Jim B. also noted that several states are beginning to charge for data use.

USGS, Rolla MO. Mahendra B. reported on the USGS regional meeting he attended in Rolla, MO. Mahendra B. reported that the acquisition of Digital Orthophoto Quadrangles (DOQ) was a major topic at the meeting. This led to a major discussion of DOQs and their importance to GIS. It was noted that local governments spend a considerable amount of money to acquire Orthophotos. Lash moved and Dayle seconded that a committee be formed to research this issue. Following more discussion, it was decided that the scope of the issue needed further definition first and it was suggested that the Policy Subcommittee do this. Lash and Dayle withdrew the motion in favor of the Policy Subcommittee defining the "what and hows" of DOQs.

Scottsbluff/Wisconsin Satellite Downlink. Duane Stott reported that they had good participation out in Scottsbluff for a Wisconsin originated satellite conference focus on GIS and Local Government. He said that an enhanced videotape of the conference would be available from Wisconsin for \$150. If anyone wishes to contribute to the purchase of a videotape, contact Duane Stott.

**GIS INITIATIVES:** As part of a new, and suggested regular Str. Cmte. agenda item, several of the Str. Cmte. gave brief synopsis of new initiatives related to GIS within their agencies. Jon O. reported on happenings at DOR and Dayle Williamson reported on GIS initiatives at NRC. The Str. Cmte. expressed its support for this regular sharing/updating about GIS initiatives to enhance communication and cooperation.

**ADJOURNMENT:** There being no other business, Rod A. adjourned the Str. Cmte. meeting at approximately 3:15 pm.

**TO DO LIST:**

Data Inventory Subcommittee. will arrange for a Data Inventory Pilot Project demo at the November GIS Str. Cmte. meeting.

Policy Subcommittee. shall develop an outline, schedule and task responsibilities for the upcoming report to the Legislature on the short/medium term needs, plans, and recommendations.

Policy Subcommittee. will review the issues and constituencies that are potentially involved with Digital Orthophoto Quadrangles and make a recommendation to the Str. Cmte. on how it should approach this issue area.

Technical Standards Subcommittee. will have a revised draft of the Technical Standards proposal for the November Str. Cmte. meeting.

Larry will put on the Agenda for the November Str. Cmte. the issue of reprioritizing the Strategic Objectives.

GIS Steering Committee  
VOTING RECORD

Date 10/20/93

	Attendance	#1 Min.	#2 Needs Assess	#3 Review Adv.	#4 Review Items					
DAS - Steve Henderson	P	+	+	NV	+					
DEQ - Tom Lamberson Dennis Burling	P	+	+	+	+					
CSD - Perry Wigley Les Howard, Jim Merchant	P	+	+	+	+					
NRC - Dayle Williamson Terry Kubicek	P	+	+	+	+					
PRO - Rod Armstrong	P	+	+	+	+					
DOR - Jon Ogden	P	+	+	+	+					
Surveyor - Jim Brown	P	+	+	+	+					
LRD - Laura Valenziano	A									
John Miyoshi	A									
Blaine Dinwiddie	P	+	+	+	+					
Judy Larsen	A									
Larry Worrell	A									
Lash Chaffin	P	+	+	-	+					
Duane Stott	P	+	+	+	+					
Dennis Wilson	P	+	+	+	+					
TOTALS	4-A 11-P	11+	11+	9+ 1- 1-NV	11+					

P = present  
A = absent

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