

Geographic Information Coordinating Council
MANAGEMENT AND OPERATIONS COMMITTEE

December 13, 2016

1:00 to 2:30 PM

Center for Geographic Information and Analysis
301 North Wilmington Street, 7th Floor
Room 770A

MINUTES

1. Chair Stan Duncan welcomed John Farley, Doug Newcomb, Tim Johnson, David Giordano, Brett Spivey, and Jeff Brown and on the phone Joe Sewash and Kathryn Clifton. Bob Brinson, Bob Coats, and Dan Madding were not available for today's meeting.
2. Minutes of the October 17 meeting of the Management and Operations Committee were approved for adoption as submitted.
3. Quick Updates

a. AddressNC

Joe Sewash reported that the *AddressNC* steering committee met December 1 to review responses by state agencies and local governments. Staff met with NC 911 Board staff and their contractor to discuss their progress on NextGen911. Mr. Sewash is meeting tomorrow with NCDOT staff to discuss their maintenance approach to roads and highways data. There is a meeting between CGIA, NCDOT and NC 911 Board staff to update each other on current directions. The planning phase will continue into January.

The Federal Geographic Data Committee's subcommittee for addresses will hold its first meeting tomorrow, including Mr. Sewash. The group will discuss foundations for developing the National Address Database.

b. Census Geospatial Data

Mr. Duncan shared his understanding that Census Bureau testing in Buncombe County is complete or near completion.

c. Statewide Orthoimagery

Tim Johnson reported that the project team has lined up four delivery meeting sites for 2016 imagery in the coastal region for January 18-24. The team will invite PSAPs and GIS coordinators to Elizabeth City, Washington, New Bern and Wilmington. The New Bern meeting may include the US Marine Corps (USMC), an important partner in this phase. Imagery will be released on *NC OneMap* early in February. *NC OneMap* imagery will not include imagery acquired over the USMC bases. The project team worked with local jurisdictions and the USMC to more precisely define the installation boundaries so that imagery can be released for property adjacent to the installations. Compared to the coastal

imagery project in 2012, the request to acquire imagery over the USMC installations was much better received this time.

The kick-off meeting for the 2017 Eastern Piedmont project will take place at NCDOT on December 14. Contracts are in the process of getting final approval. An agreement with Fort Bragg has been signed by State CIO Keith Werner.

Mr. Johnson continues to make a plea to local governments in the Eastern Piedmont area to inform the project team of any plans to make use of project contractors to acquire additional products such as 3-inch resolution imagery. Being informed results in better planning for integration of products in quality control and coordinated delivery of imagery products to PSAPs. The cities of Garner and Fayetteville have expressed interest, and others are expected to have interest.

d. NC Parcels

Mr. Brown reported that fall updates are in progress, with 71 completed to date. Hurricane Matthew response in eastern locations and forest fires in western counties interrupted progress, but more updates are expected soon after reminders went out last week. More than 40 counties are now registered to use the Transformer. Mr. Duncan offered to work with NC Association of County Commissioners and NC Department of Revenue on communications to counties needing to renew participation.

e. NC GIS Conference

Tim Johnson reported that a reminder announcement went out to listservs last week for early registration. To date 33 exhibit booths have been reserved, with a goal of 45 paid exhibit booths. The program is set for the most part, with communications with speakers in progress to finalize the details. The opening session is taking shape. Procurement is in progress, including audiovisual equipment and services through an invitation for bids. A vendor is assisting in event management again this time. Software being used includes *Cvent* for registration and its *CrowdCompass* mobile application for portrayal of the conference schedule, polling, and other features.

4. Working Group for Professional Land Surveying and GIS

Mr. Duncan reported on behalf of Bob Brinson that the working group continues to make progress. The group is identifying items of likely agreement between the Council and NC Board of Examiners for Engineers and Surveyors (NCBEES). That will enable the working group to attend to items that are less clear and need further analysis and discussion. A subset of the working group plans to meet to sort use cases and issues into categories of agreement and further discussion. Mr. Duncan concurred with the approach and encouraged the group to continue matching use cases to categories prior to detailed discussions with NCBEES. Mr. Farley added that a face-to-face meeting will be valuable.

Mr. Farley pointed out that Gary Thompson noted that some of the use cases are related to other boards—landscape architects, foresters, geologists, architects, and soil scientists. Research on those groups is needed. Mr. Farley suggested something similar to certify GIS professionals in

North Carolina to cover work performed in the GIS field. The GIS Professional (GISP) certification (GIS Certification Institute) includes professional standards and practices.

Mr. Farley added that disclaimers are important in GIS data management and practice. Also, clarification of “safety of the public” needs attention. Mr. Johnson added that he has identified those other boards and will share his findings.

Mr. Duncan encouraged the working group to continue defining commonalities and distinctions between GIS and PLS from the GIS perspective and experience.

Mr. Johnson added that in discussion on November 9, the group decided that a letter from NCBEES stating the board’s understanding that the government exemption continues to be in place after changes in statutes in 2014 and 2015 would be valuable. He offered to contact NCBEES to request the letter.

Mr. Johnson added that the NC GIS Conference will have a session on GIS and PLS and asked Mr. Farley and Mr. Brinson to participate to communicate the latest findings and engage the participants. Mr. Farley added that other states and professional organizations are interested in North Carolina’s work on this.

On a related topic, Mr. Newcomb pointed out a session at the NC GIS Conference on citizen science and crowd sourcing of geographic information. The challenge is to not stifle innovation and citizen involvement while ensuring data quality. GIS professionals can inform users in ways that can support citizen science. One approach is to follow up field data collection by non-professionals with GIS professional data management or PLS verification of locations. This concept is related to certification and standards.

5. Local Government Data Retention and *NC OneMap*

Mr. Johnson invited David Giordano and Brett Spivey to join the discussion. As background, Mr. Brown explained that GIS coordinators in Henderson and Rowan Counties, over the last two years, have inquired about archiving county geospatial data through *NC OneMap*.

In 2008-2009, the NC Geospatial Archiving Project and the GeoMAPP project included concepts for geospatial records retention by state and local governments. Pre-dating statewide orthoimagery, the work envisioned county acquisition of orthoimagery, sharing with *NC OneMap*, and *NC OneMap* retaining with State Archives. Mr. Newcomb was a member of the ad hoc committee chaired by Anne Payne that produced a report—GICC Archival and Long Term Access Ad Hoc Committee Final Report November 19, 2008. The studies predated the now completed integration of parcels, address points, and roads into statewide compilations that are consistent with the vision for *NC OneMap* retention of statewide datasets and retained regularly in shapefile format.

In February 2009, Ed Southern of State Archives did a presentation to the Council. The action item from that meeting (page 3) that “State Archives will work with the Local Government

Committee and the State Government GIS Users Committee to discuss plans for archiving geospatial data including consideration of using NC OneMap as the link.”

The *NC OneMap* team found that State Archives produced a “County Management Records Retention Schedule” in 2013 that includes on page 50 instructions for geospatial data—imagery, address points, corporate limits and extraterritorial jurisdiction (ETJ) boundaries—that lists retention with *NC OneMap* as an option. Instructions for “core layers” did not include NC OneMap. The *NC OneMap* team does not recall reviewing the specific language. For example, the instructions for address points (Standard 7, Item 1, page 50):

“GIS dataset: Create a snapshot of dataset annually. To maintain permanently,

Either: Transfer snapshot to NCOneMap according to established procedures, complying with standards and procedures adopted by the North Carolina Geographic Information Coordinating Council.

Or: If retained in office permanently, your agency must comply with standards (for metadata, file naming, data sharing, and long term preservation) and procedures adopted by the North Carolina Geographic Information Coordinating Council.”

Mr. Sewash recommended consulting with Kelly Eubank of State Archives, lead person for digital archiving and Principal Investigator for GeoMAPP, to clarify the lineage of the instructions and renew a conversation. He noted that the Department of Natural and Cultural Resources regularly briefs local officials about records retention and a result of GeoMAPP was to add geospatial data to briefings. Mr. Duncan emphasized the importance of retaining geospatial data and observed that in his experience, local government geospatial data retention needs improvement.

A conversation with State Archives may explore at least two alternative approaches for the Council in the context of current statewide aggregations of local data and local retention practices:

- A. Initiate a program for *NC OneMap* to accept local government geospatial data to fulfill the local government geospatial records retention schedule as written after working with State Archives to clarify the requirements and scope as well as identify resources.
- B. Work with State Archives to modify the wording in the county management retention schedule to reflect current conditions and priorities. Include and clarify the role of *NC OneMap* in local government geospatial data retention solutions in specific, priority instances.

Ms. Clifton and Mr. Spivey clarified that local government parcel data shapefiles submitted to the NC Parcels Transformer are retained as part of the *NC OneMap* Retention Schedule twice a year. Semiannual or more frequent transformation by a county would be retained as superseded data in State Archives. Mr. Duncan explained that, for parcel data, the January 1 information (spring) and billing data as of July 1 (fall) are of primary importance for retention. In addition to parcels, address points, and roads, a new compilation of municipal boundaries is in progress.

6. Committee Reports

FIC

Doug Newcomb reported that the Federal Interagency Committee (FIC) had an Executive Committee meeting last week and have planned a general meeting for January 26 in Wilmington. Topics will include topobathymetry mapping post-Hurricane Matthew by the US Army Corps of Engineers and using satellite imagery for bathymetry in shallow water. Seagrass mapping is of particular interest. Mr. Newcomb explained that Planet Labs, Inc. satellite imagery—3-meter resolution with plans for daily 4-band imagery planet-wide in 2017—is a licensed product that has much potential. He displayed an example for the committee. He also displayed an example of data from the Sentinel 2 satellite (10-meter resolution for 4-band) which is downloadable at no cost and has value for vegetation analysis over time. (He distributed more information about land cover change via email after the meeting.)

In preparation for the February Council meeting, FIC will have a roundtable discussion on the topic of response to Hurricane Matthew and look for lessons learned and ways to improve coordination of federal technical efforts. FIC invited Hope Morgan to summarize the state emergency management role. Also, David Lawson, GIS Coordinator for FEMA Region 4, plans to attend.

SGUC

Mr. Farley reported that the State GIS User Committee (SGUC) Executive Committee continues to work with the Department of Information Technology on a limited GIS services contract for state government. The Request for Proposals was issued and is open through January 10. The process may be concluded by the end of January. On the topic of ArcGIS Online and state agencies, Mr. Brown suggested a roundtable discussion in the next SGUC Executive Committee meeting to understand how agencies are using the State's site and their own sites.

LGC

Ms. Clifton reported that the Local Government Committee (LGC) met on November 30. The group discussed GIS and Professional Land Surveying and rules for data creation (not tools). Questions came up about data collected by volunteer fire departments and requirements for a local government hiring a contractor for an inventory of assets as distinct from a survey of assets. Mr. Farley confirmed those use cases are being discussed by the Working Group for Professional Land Surveying and GIS. LGC also discussed the value of 2016 imagery and NOAA post-hurricane imagery in response and recovery. LGC members contributed examples for the display in the Data Visualization Studio.

The Value of GIS story map has been transferred to *NC OneMap*. Ms. Clifton suggested a link to from a graphic on *NC OneMap* to ask/invite participants in the “Are You on the Map” story map. Also, LGC discussed data compiled and offered as shapefiles by county on an FTP site hosted by the State Board of Elections. Data include voting districts, precincts, and other election related districts. LGC advised that local governments should be the primary source for boundaries related to elections and that the State Board of Elections collection need not be discoverable through *NC OneMap*, although it may be a future consideration. More important for *NC OneMap*

access are the NC Senate, NC House, and US Congressional district boundaries maintained by staff at the General Assembly and discoverable through *NC OneMap*.

LGC supports statewide address data and statewide parcels. Ms. Clifton is interested in a training video to promote participation in NC Parcels. Also, a potential topic for LGC, from the last *AddressNC* meeting, is concern about the future of the Census Bureau's American Community Survey and its value for local governments and private businesses.

7. Council Items

a. Annual Report

Mr. Duncan and Mr. Brown have a final draft of the report, with the first section describing challenges facing the state and the Council's work that helps meet those challenges. It will be submitted to the Department of Information Technology for review in the next few days before it goes to the Governor and legislative leaders. Mr. Duncan would like the Council to have an opportunity to report to the Joint Legislative Oversight Committee on Information Technology in 2017. The committee has not met since April 2016 and its schedule for 2017 is unknown.

b. Story Map

This will be a follow up to the annual report as a separate product.

8. Other Items

NextGen 911

Mr. Farley added that, for NextGen911, the address component will be statewide, while dispatching will continue to be a local responsibility. His understanding is that addresses will be geocoded from street centerlines. Mr. Duncan added that he learned from Mr. Sewash that local governments use a variety of computer-aided dispatch software, another challenge for consistency similar to the situation for parcels and the variety of tax database software across the state. Different versions of software and customization expand the variety from jurisdiction to jurisdiction.

Local Government GIS

Mr. Duncan invited the committee to look ahead at the big picture in North Carolina. He would like to confirm GIS capability in local governments as part of a survey in collaboration with the Association of County Commissioners. The committee identified the School of Government at UNC Chapel Hill (Shannon Tufts) and North Carolina Local Government Information Systems Association (NCLGISA) as sources for information on this topic.

Imagery and Local Governments

Also, Mr. Duncan would like to know if counties in the 2015 Southern Piedmont and Mountains region are using the imagery products beyond their boundaries and how (imagery was delivered to an extent of seven miles outside of a county's boundaries).

GDAC

Mr. Farley suggested further efforts to connect geospatial data to statewide data governance and the Government Data Analytics Center, adding more substance and communicating the connection.

Applying Address Points

Mr. Duncan pointed out value in connecting address points to business processes in the Department of Revenue including sales tax collection and distribution.

The meeting adjourned at 3:00 PM.