



North Carolina  
Geographic Information Coordinating Council  
Local Government Committee

MINUTES  
LOCAL GOVERNMENT COMMITTEE  
February 24, 2016, 2:00 PM

PROCEEDINGS

The quarterly meeting of the Local Government Committee (LGC), a committee of the Geographic Information Coordinating Council (GICC), was held on February 24, 2016.

PRESENT

LGC members:

Jessica Brannock, High Country COG, representing ARCED  
Lucy Cardwell, Currituck County, representing NCPMA  
Kathryn Clifton, Chair, Davidson County, representing NCLM  
Travis Penland, City of Hendersonville, representing Carolina URISA  
Benita Staples, Mecklenburg County, representing NCACC  
Alice Wilson, City of New Bern, representing APA-NC and SMAC Rep

Absent:

Michelle Deese, Catawba County, representing NCLGISA

Others:

David Nash, City of Fayetteville, Census Geospatial Data Working Group  
Marcus Bryant, Durham County, SMAC Representative  
Pam Carver, Henderson County, Working Group for Seamless Parcels  
Stephen Dew, Guilford County, Working Group for Orthophotography Planning  
Jeff Brown, CGIA, Staff to the LGC

WELCOME

Kathryn (Kat) Clifton called the meeting to order. Kat welcomed the members and representatives. Jeff Brown reported that Michelle Deese (out today) is the new LGC member appointed by the NC Local Government Information Technology Association. She is GIS Administrator for Catawba County. Kat expressed her pleasure about being re-elected as Chair of the LGC.

## GICC TOPICS

The Coordinating Council (GICC) meeting on February 11. The LGC discussed topics of interest to the Council and the Management & Operations Committee (chairs of the standing committees including LGC).

### Voting Districts and Precincts and Local GIS

Local government GIS managers would benefit by knowing more about requirements and expectations of local boards of elections concerning maintenance of district and precinct boundaries. Clarification is needed. Resources may be the School of Government at UNC, the State Board of Elections, and local election officials who are familiar with GIS (e.g., Craven County).

Concerning redistricting after the 2020 Census, Alice has information from Bob Coats, the Governor's Census Liaison, about Census Bureau sources.

### Census 2020 and "GUPS" Software

David Nash reported on programs that are underway or coming up in preparation for Census 2020. Geographic Update Partnership Software (GUPS) is now available for free by request from the Census Bureau (see page on Boundary and Annexation Survey) for Census data programs. It is based on QGIS software (not Esri) this time. The link to the GUPS guide: [http://www2.census.gov/geo/pdfs/partnerships/bas/16\\_BASRespondentGuide\\_GUPS.pdf](http://www2.census.gov/geo/pdfs/partnerships/bas/16_BASRespondentGuide_GUPS.pdf)

The Census data programs include the Block Boundary Suggestion Project for modifying block boundaries if needed, now underway. There are training sessions this week on the Boundary and Annexation Survey. Also, the Local Update of Census Addresses will start in 2017. Participant Statistical Area Program offers an opportunity to suggest grouping of block to reflect neighborhoods or other areas of interest. GUPS is available for all of these programs, but not required for digital submissions.

Alice added that municipalities in NC are required to submit information on annexations to the Department of the Secretary of State. Tom Morgan and John Bridgers are contacts for submissions or more information. Good practice includes municipal annexation data sharing with counties for tax collection purposes, and utilities. The State Demographer also relies on current municipal boundaries for population estimates.

### Geospatial Data Archiving

Kat reported that State Archives of North Carolina gave a presentation to the GICC that explained public records and retention relating to geospatial data. A quick tour of Digital Collections (<http://digital.ncdcr.gov/>) included historic maps. Notably, local government data shared with statewide projects such as the *NC Parcels Project* and *AddressNC* are archived as part of a standardized dataset through the *NC OneMap* Retention Schedule. This is a benefit of participation in statewide projects. Kat pointed out that she is working on a project that touches three counties and finds the standardized parcel data very useful. Benita added that county decisions about what data to archive can be challenging, and information and guidance would be welcome. An important consideration in retaining versions of datasets is the value of temporal data in tracking changes. Preserving history

for features like parcels, water quality, and land (e.g., prior to Lake Norman). Archiving goes beyond back-ups and needs a clear retention schedule.

Stephen Dew added that the metadata committee had a lengthy discussion about metadata for archived orthoimagery to assure accessibility. Also, Guilford County is in the process of getting old hard copy imagery scanned and rectified, emphasizing the value of historic imagery.

#### Mobile Data Collection Guide

Kat explained that the Technical Advisory Committee is working on a guide about collecting data with mobile devices. Stephen Dew added that Guilford County's environmental health group has been collecting thousands of well, septic, and other locations for years. He will share information with the Chair.

Comments and more detail on the draft guide are needed and invited from LGC. The draft document will be distributed to LGC.

#### NC GIS Conference 2017

Jeff Essic, Co-Chair for the NC GIS Conference 2017, described the program committee and the need for local government participation. The conference is scheduled for February 2-3, 2017 in Raleigh. Planning is underway and committees are taking shape. Jeff Essic wants to offer opportunities for local government involvement to assure that local government perspectives are included.

Jeff Essic, NC State University Library, has a broad sense of geographic data and research projects, but he needs help finding the best presentations related to local government operations and issues. Jeff will serve again as Chair of the Program Committee. He also seeks people to grow into leadership roles for the Conference, including this and future program committees. As always, the conference relies on volunteers to plan the content and organize a series of high quality presentations.

He will reach out to people. The plan for meetings is not set, but Jeff is interested in taking advantage of remote access tools for more phone/online meetings. Tentatively, monthly meetings would start in June. There will not be as many concurrent sessions (7 instead of 9) this time, and some modifications to the schedule are likely.

Also, the Herb Stout Award competition will take place again, with awards for county, city, and regional projects presented at the conference. He urged LGC to encourage colleagues and counterparts to apply. Announcement of the competition will be later this year.

Please get in touch with Jeff Essic if you or someone you know are interested in assisting on the Program Committee. Jeff Essic, Data Services Librarian, North Carolina State University (919) 515-5698, [jfessic@ncsu.edu](mailto:jfessic@ncsu.edu)

## BYLAWS – PROPOSED REVISIONS

The proposed revisions, distributed to the committee, were discussed. The changes are to (1) remove the restriction that someone serving in another capacity on the GICC may not serve as LGC Chair (e.g., an appointed GICC member who is also an LGC member), (2) add one more member appointed by the GICC Chair, and (3) add a Vice-Chair as a second officer. No other revisions were identified. Approval of the proposed revisions were moved by Alice Wilson, seconded by Benita Staples, and approved unanimously by the LGC.

VOTED: The LGC approved a set of proposed changes to the LGC Bylaws.

Kat will present the proposed changes to the Management & Operations Committee for review prior to the next GICC meeting.

## VALUE OF GIS e-BOOK

Kat Clifton resumed a discussion about the e-Book effort. She plans to reach out personally to local government people who were set to participate in a GIS Showcase in February 2014 (snowed out) and reach out to others who might be willing to submit content for the e-Book. She urged LGC members and counterparts to toot their own horns about projects that have solved problems and added value to local and regional government operations. Information may be sent to [valueofgis@gmail.com](mailto:valueofgis@gmail.com). Narratives are needed; graphics may be added later. For example, Alice Wilson offered to send Kat a copy of an abstract about a planning project in New Bern. Presentations to the 2015 GIS Conference may be a starting point for others.

## BRIEF UPDATES FROM COMMITTEES AND WORKING GROUPS

### Metadata Committee

Stephen Dew and Sarah Sheldon of the City of Asheville are on the metadata committee. CGIA and NCDOT are supporting additional staff time to support the work of the committee. Lynda Wayne is working on training and outreach outlines and materials. Task groups are forming around framework data themes including parcels and roads. State Archives of North Carolina are advising, as well, to assure that archived imagery is accessible. The metadata committee seeks opportunities for presentations and training, particularly from the organizations represented by the LGC members to inform local government geospatial data managers about recommended tools and techniques. Online training will be developed as well to accommodate different learning styles and personal schedules.

### Working Group for Seamless Parcels (WGSP)

Pam Carver and Jeff Brown reported that spring updates will occur starting next month in the Parcel Transformer, as advised by the WGSP. Outreach will begin soon. Also, WGSP is making good progress on updating the state standard for core content of parcel data and plans to submit a proposed version to the Statewide Mapping Advisory Committee in April. Pam added a challenge to LGC members to update county data in the Parcel Transformer. She commented on how easy it is to update a county (translation models are saved from last time), there is a user guide, and assistance is available from Pam, Jeff, and John Bridgers. Populating a few more fields this time is also advisable as practical.

### Working Group for Orthophotography Planning (WGOP)

Release of 2015 imagery took place in January 2016 followed by access via NC OneMap in February. Delivery meetings in the Western Piedmont and Mountains region were completed. For the first time, some of the imagery was not sharp enough to meet state specifications and could not be resolved for technical reasons, requiring a vendor to re-fly portions of the Sandhills region in 2016. The 2015 imagery for the re-flight tiles was delivered and is usable, but an additional delivery will be completed in a few months. The next four-year cycle is underway with acquisition for coastal counties (2016) with the same workflow for processing, review, and completion. With successful coordination with military installations, the entire region will be flown and acquired, and publication of imagery will be restricted over the installations.

The Working Group also covers elevation and is continuing to work on a solution to produce derived elevation products from the new LiDAR collected in 2014 and 2015. Also, Gary Thompson is forming a working group to review and comment on the proposed national 2022 Reference Frame (new datums). Gary still seeks a local government person to join the 2022 working group and consider how the new datums would affect local government GIS operations. Stephen suggested outreach to people who are professional licensed surveyors.

### Working Group for Roads and Transportation

Harry Lee of Currituck County will represent local government on the core group that is planning to update the data content standard for street centerlines. The group is just getting organized.

### Statewide Mapping Advisory Committee (SMAC)

Alice Wilson explained that most of the SMAC items have been discussed today, but added that work is ongoing on addressing issues including consideration of national standards from multiple sources. Findme911.org is a source for more information. The new statewide roads dataset, coming soon from NCDOT, will be important in emergency call answering and response, too. SMAC meeting include reports from the NC Board on Geographic Names. For example, SMAC reviewed a proposed renaming of a stream and a summit on federal land in NC that would replace offensive names and commemorate an historic person. Also, LiDAR data for the third of five regions will be available soon.

Working Group for Next Generation 911

No report today.

**CURRENT ISSUES OR CONCERNS**

Kat Clifton observed that a Massive Open Online Course on geo applications was very good, including solutions that do not require coding..

**NEXT MEETING**

LGC meeting dates for 2016: Wednesdays, starting at 2:00 PM

May 18

August 24

November 30

**ADJOURNMENT**

There being no other business, the meeting was adjourned at 3:36.