

**MINUTES OF PUBLIC MEETING OF THE
ARIZONA GEOGRAPHIC INFORMATION COUNCIL
ADMINISTRATIVE AND LEGAL COMMITTEE**

A public meeting of the Arizona Geographic Information Council was convened on July 27, 2022, at 1:00 pm. Due to a Governor’s Executive Order, the meeting was held by phone and online only. Present at the meeting were the following members or designees of the AGIC Administrative and Legal Committee:

Table 1: Committee Voting Members

Member	Agency/Company	In Attendance*
Eric Feldman, Co-Chair	Maricopa County	Yes, Virtual
Shea Lemar, Co-Chair	AZ State University	Yes, Virtual
James Meyer	AZ Department of Transportation	Yes, Virtual
Jason Howard	Maricopa Assoc. of Governments	Yes, Virtual
Jenna Leveille	AZ State Land Department	Yes, Virtual
Lucas Murray	AZ Dept of Economic Security	Yes, Virtual
Gene Trobia	Godfather of AZ GIS	Yes, Virtual
Steve Whitney	Pima County	Yes, Virtual

*Yes, Virtual indicates the person was present at the meeting either by phone or by logging in to WebEx.

Table 2: Public Members At-Large

Member	Agency/Company	In Attendance*
Kevin Blake	Yavapai Yuma County	Yes, Virtual
Brandon Barnett	AZ State Land Department	Yes, Virtual

*Yes, Virtual indicates the person was present at the meeting either by phone or by logging in to WebEx.

- I. **Call to order:** Meeting was called to order at 1:02 pm; Introductions were made by the committee ensuring attendance list was managed and quorum established.
- II. **Approval of Meeting Minutes from April 2022:** Motion to approve minutes made by Jenna and seconded by Steve. Motion passed.
- III. **AGIC Council Roster Updates:** Jenna reported that 8 council members appointments are expiring this year.
 - Confirmed they will reapply: Gene Trobia, Jason Howard, Lucas Murray
 - Confirmed leaving
 - Eric Feldman will be stepping down and likely replaced by Shiloh Johnson from Maricopa County
 - Mike Hilstrom will be replaced by Veronica Nixon from the Arizona Department of Water Resources
 - Unknown status: Leslie Stovall, Ryan McClain, Chris Black

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- Jenna will follow up with these members to determine if they intend to reapply.

IV. AGIC Organizational Chart Update: Jenna and Lucas are discussing moving the Org Chart to an ArcGIS Hub Site hosted on AZGeo. They will work together to create a draft hub site. There have also been recent changes that will affect the Org Chart and AGIC Website, including:

- The 911 Committee recently changed its name to the Public Safety Committee
- The LiDAR Workgroup recently changed its name to the 4D Geospatial Workgroup
- Chairs for the CORS and Natural Resources Workgroups have recently changed
- CORS Workgroup has a new overview describing their goals

Jenna and Lucas will work on updating the website to reflect these changes.

Action Item: Jenna and Lucas will work on designing an AGIC Organizational Chart Hub site and will work on updating the current Org Chart and Website with recent Committee and Workgroup changes.

V. NSGIC Membership Updates: In the past, AGIC typically assigned all council members as well as committee/workgroup chairs as members of the National States Geographic Information Council (NSGIC). However, Jenna recently discovered that NSGIC membership is limited to only AGIC Council Members plus five (5) additional people selected by AGIC.

The Committee discussed who we should recommend to the AGIC Council as the 5 additional members for NSGIC membership. The following people were reviewed:

- Individuals the group will recommend to the Council
 - Brian Bond, Jami Dennis, Jeff Wolcove, Kasey Green, Tom Homan
- Other potential candidates
 - Marty Pretends Eagle, Brian Fisher, Howard Ward, Chuck Powell, Cheryl Thurman, Aparna Thatte.

Jenna will contact the five recommended candidates to determine if they are willing to participate in NSGIC. If anyone does not wish to volunteer, then she will select people from the Other Potential Candidates list. The list will then be presented to the Council for their approval. Whomever is selected by the Council will be expected to participate in one of NSGIC's committees for at least 75% of the scheduled meetings.

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A motion was brought forward by Gene to recommend the five selected candidates to the Council should they agree to serve or be replaced by one of the other candidates by Jenna if necessary. Jenna seconded the motion. Motion passed.

Action Item: Jenna will contact the five selected candidates to determine if they are willing to serve on NSGIC. If any candidates says no, she will contact someone from the other candidate list.

Action Item: Shea will recommend the candidate list she receives from Jenna to the Council at the next AGIC Council meeting.

VI. **AGIC Manual Updates:** The Manual Workgroup is working on drafting language to several of the manual edits suggested at the previous Committee meeting. The Workgroup is scheduled to meet again on August 16th to further discuss the edits, including adding a section discussing the benefits NSGIC gives to members, AGIC, and the state. More details about the status of the edits will be shared at the next Committee meeting.

VII. **Annual Report Discussion:** The Annual Report Workgroup has set up an outline of the annual report they would like to use. However, a major section for the report relies on feedback from Jenna, who has not had time to work on the section. Shea will work on scheduling the next Workgroup meeting to discuss the report further and will share more details on its progress at the next Committee meeting.

Action Item: Shea will schedule the next Annual Report Workgroup Meeting.

VIII. **Election of New Chair:** Eric has stepped down as co-chair of the Committee. Shea requested volunteers from the Committee to be Eric's replacement and Lucas agreed to step in. A motion was made by Shea to elect Lucas as the new co-chair. Steve seconded. The motion was passed.

Shea requested volunteers who would like to serve as Secretary to express their interest to her before the next Committee meeting, where a vote will be held to elect the next Secretary.

Action Item: Any committee members who wish to serve as Secretary for the Committee will express their interest to Shea before the next Committee meeting.

IX. **Information or Topics for Future Meetings:** The next Committee meeting is scheduled for October 12th, 2022.

X. **Call to the Public:** None

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XI. **Adjourn:** Adjourned at 1:57 pm