

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

DRAFT

A public meeting of the Arizona Geographic Information Council was convened on January 26, 2022, at 10:00 am. 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 Annual Report Workgroup:

Table 1: Workgroup Voting Members

Member	Agency/Company	In Attendance*
Shea Lemar, Interim Chair	AZ State University	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.

- I. **Call to order:** Meeting was called to order at 9:57 am; Introductions were made by the committee ensuring attendance list was managed and quorum established.
- II. **Discuss AGIC Annual Report:** The workgroup discussed the format and content for the annual report template. Members decided that they would like to have a draft report by May for the 2021 activities. They also proposed AGIC aiming to publish future reports between May and July, following approvals of Council, Committee, and Workgroup work plans.

Members felt that once the template is complete, a group within AGIC will be needed to coordinate with AGIC officers and the Arizona State Land Department to update the report annually. Members will recommend the Admin and Legal Committee make this Workgroup permanent at an upcoming Committee meeting.

Action Item: At the next Admin and Legal Committee meeting, Shea will recommend the Committee make this Workgroup permanent to manage the annual report updates.

- III. **Information or Topics for Future Meetings:** The next Workgroup meeting is scheduled for February 9, 2022.
- IV. **Call to the Public:** None
- V. **Adjourn:** Adjourned at 11:00 am