

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

A public meeting of the Arizona Geographic Information Council was convened on February 10, 2023, 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**

<b>Member</b>	<b>Agency/Company</b>	<b>In Attendance*</b>
Shea Lemar, Co-Chair	AZ State University	Yes, Virtual
Lucas Murray, Co-Chair	AZ Dept of Transportation	Yes, Virtual
Jenna Leveille	AZ State Land Department	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 10:12 am; Introductions were made by the committee ensuring attendance list was managed and quorum established.
- II. **Approval of the January Minutes:** Motion to approve the January minutes was made by Steve and seconded by Jenna. Motion passed.
- III. **Discuss AGIC Annual Report:** The group discussed the next steps in drafting the annual report
  - At the direction of Shea, Yueling from ASU created a StoryMap template that will be used to present the Annual Report.
    - Jenna ensured her, Shea, Steve, and Lucas had edit access to the storymap.
    - Jenna also created a new AZGeo account for Gene and granted him edit access.
  - Jenna and Lucas continue to work on expanding the language for each section of the report but need more time to complete this task.
  - The group agreed that a draft StoryMap should be ready to review by the May Council meeting.
    - In order to meet this deadline, everyone agreed to schedule the next meeting for 2 weeks, where the group will complete several tasks outlined in the Action Items section below.

**Action Items:**

- By the February 24th meeting:

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- Jenna and Lucas will expand the text for several sections and transfer them to the StoryMap template.
- Jenna will work with Yueling on adding graphics to the new sections.
- Shea will work with her team to expand the About AGIC section.

**IV. Information or Topics for Future Meetings:** The next meeting has been scheduled for February 24, 2023 at 8:00 am.

**V. Adjourn:** Adjourned at 10:42 am