

**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 December 15, 2023, 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 Annual Report Workgroup:

Table 1: Workgroup Voting Members

Member	Agency/Company	In Attendance*
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 1:04 pm; Introductions were made by the committee ensuring attendance list was managed and quorum established.
- II. **Approval of Minutes:** A motion to approve the minutes from the last meeting was made by Gene and seconded by Jenna. Minutes passed unanimously.
- III. **Discuss AGIC Annual Report:** The workgroup discussed the ideas submitted by council members via the survey and felt that all six ideas would be good to include in the report. The group also discussed other topics to include.

The group discussed what content should be added to the 2023 Annual Report and how the report should be organized. Last year, due to the transition at the Governor's office, the annual report was sorted by the Governor's Priorities. In order to make the report more accessible to a wider audience, the group felt it would be good to change the format to sort AGIC's accomplishments around the council's strategic goals for 2023 or by a logical sort order but highlight which Governor's priority or AGIC strategic goal the accomplishment fits into.

The workgroup also found that some important GIS-related work accomplished outside of AGIC was made possible by the networking and connections provided through AGIC. As such, the workgroup decided the annual report should not only highlight the work accomplished directly through AGIC but may also include work accomplished by the council's member agencies.

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Next Steps

- The group will continue to think of topics to include in the report and bring them back to the next meeting.
- We will finalize the report topics and structure at the next meeting and then reach out to council and committee members for help in writing the report.

IV. Comments, requests, and items for future agendas and meetings: The next Workgroup meeting will be January 19th at 1:30 PM.

V. Adjourn: Adjourned at 2:00 pm