

**MINUTES OF MEETING OF THE
ARIZONA GEOGRAPHIC INFORMATION COUNCIL
AZGEO ADVISORY COMMITTEE**

DRAFT

A public meeting of the Arizona Geographic Information Council was convened Jan 19, 2021 at 10:00 AM on Webex. Present at the meeting were the following members or designees of the AGIC AZGeo Advisory Committee:

Table 1: Committee Voting Members

Member	Representative	Agency/Company	In Attendance
Steve Whitney, Co-chair	AGIC Chair	Pima County ITD	Yes
Shea Lemar	AGIC Vice-Chair	ASU	Yes
Ryan Johnson, Co-chair	ASLD	AZ State Land Department	Yes
Howard Ward	Data Committee	TerraSystems SW	Yes
Patrick Whiteford	Outreach Committee	ADOT	Yes

Table 2: Required (non-voting) Participants

Member	Representative	Agency/Company	In Attendance
Kasey Green	AZGeo Curator	AZ State Land Department	Yes
Ayan Mitra	AZGeo Developer	ASU	Yes

Table 3: Public At-Large

Name	Agency/Company	In Attendance
Eric Shreve	ADOA	Yes
Mariah Modson	AZ State Land Department	Yes
Jenna Leveille	AZ State Land Department	Yes

- I. **Call to order:** Meeting was called to order at 10:05 am; Introductions were made by the committee; ensuring attendance list was managed and quorum established.

- II. **Approval of November meeting minutes:** November meeting minutes were distributed prior to the meeting via email. Ryan asked for a motion to approve the minutes as written. Steve motioned and Howard seconded the motion. Motion passed unanimously without discussion.

- III. **Follow-Up from November meeting:**

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- Open Data and AGOL search functionality:
There currently is not a search function which searches the backend of our online content. Jenna reached out to the Hub team to determine if this is in a future development plan and it is not. ASU estimated approximately 100 hrs at \$125/hr to create a custom solution. The current available enhancement budget could afford this but barely. Some discussion included reaching out the ArcGIS online team as well. It is possible to present a business case to esri to encourage them to develop this. The group agreed to push back on esri before investing.
- Bug/enhancement submission form:
Jenna presented the Google Form for bugs & enhancements with the AZGeo Open Data Hub site. Positive comments were shared, and the group agreed that this fills the request. This form will be linked at the bottom of the site under 'contact information'.
- Collaborative workspace:
Jenna created a shared workspace for the group and presented a Google Sheets document where the committee members can keep make note of items to address with the group, as well as and comments or feedback.
- FAQ discussion
Kasey and Mariah drafted a document of FAQs and responses for the AZGeo website. A couple clarifying questions were brought up to add to this document. Committee review went well and this will be added to the website, as a living document for ongoing additions.

IV. New Business:

- ASLD Enhancements report:
The validating user accounts enhancement makes sure those who have requested an account have logged in and are using the site. The checking minimum metadata enhancement will ensure users are filling out the required fields when uploading data. This will also check that uploaded datasets have valid information. This process is automated and generates a report for review.
- Items submitted for discussion:
 - Optimization of data layers – guidance for users
Providing documentation for best practices with optimizing data, with user feedback available.
 - Forum for users
Creating a platform where data users can discuss. Outreach Committee could assist with getting users involved. This suggestion will be taken to the Council.
 - Survey users

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A way to touch base with users periodically. A Slack page or online survey were considered.

- V. **Comments:** Next meeting will be April 20, 2021.
- VI. **Adjourn:** Meeting adjourned at 11:23 pm.