

**MINUTES OF MEETING OF THE
ARIZONA GEOGRAPHIC INFORMATION COUNCIL
ADMINISTRATION AND LEGAL COMMITTEE
COMMITTEE COORDINATION WORKGROUP**

DRAFT

A public meeting of the Arizona Geographic Information Council was convened October 20, 2025 at 1:00 PM on Google Meet. Present at the meeting were the following members or designees of the AGIC Administration and Legal Committee Committee Coordination Workgroup:

Committee Voting Members

Member	Agency/Company	In Attendance
TBD		

Public Members Present

Member	Agency/Company	
Shea Lemar	AZ State Land Department	Yes
Lucas Murray	AZ Department of Transportation	Yes
Ryan Johnson	AZ State Land Department	Yes
Jami Dennis	Geodetic Analysis, LLC	No, with notice
Steve Whitney	Pima County	No, with notice
Brooke Serpa	AZ Department of Administration 911 Office	Yes
James Meyer	AZ Department of Transportation	No
Nicole Eiden	AZ Department of Health	No, with notice
Andrew Hagglund	Entellus	Yes
Nicolas Dennis	AZ Department of Transportation	Yes
Andy Weflen	Maricopa County	Yes
Elisabeth Van Der Leeuw	Pima County	No
Karen Fisher	Central Arizona Project	Yes
Cheryl Thurman	TerraSystems Southwest	Yes
Sage Donaldson	AZ State Land Department	Yes
Shiloh Johnson	Arizona State University	Yes

- I. **Call to order:** Meeting was called to order at 1:07 pm; Introductions were made by the committee; ensuring attendance list was managed and quorum established.

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II. Establish Committee format and Voting Members:

- Voting Members
 - Deputy State Cartographer (DSC)
 - AGIC Chairs (any one of the three - Chair, Vice-Chair, Past Chair)
 - A representative from the Admin and Legal committee
- Required Members (non-voting and not part of quorum)
 - A committee co-chair or designated representative from each Committee
- Public Members at large
 - TBD

III. Establish Committee Leadership:

- For now, the Deputy State Cartographer will act as Chair. Voting members may choose to change this in the future.
- All voting members will help take notes/minutes.

IV. Discuss/coordinate meeting frequency & schedule:

- Quarterly
 - Will aim for halfway between the AGIC Council meetings and to avoid being too close to committee meetings. And try to time it so that committee chairs learn what is happening at other meetings so they can report to their respective committee.

V. Discussion on activities & procedures:

- Things to discuss at each meeting includes:
 - Very short report from DSC or AGIC Officer on actions at the Council level that will affect committees and workgroups
 - Very short report from each committee on current activities (with focus on future activities and collaboration focused items - e.g. Social Media workgroup is going to start doing short videos, what committees have stuff that would work well for that?)

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- 2 minute each - maximum
- It would be helpful to have a slide deck available to allow members to see what is being discussed. Each committee would need to have this filled out before the meeting.
- Brooke will create a template for us
- Discussion of how we can collaborate and work across committees - bulk of the meeting
 - Potential for more collaboration with social media and coordination with presentation series (like spring speaker series)
 - Standing topics: social media
- Could include highlights of awesome work done by chairs or those in the community
- Opportunity to identify needed support and assistance

VI. Discuss purpose and future of working group:

- Purpose: to communicate what the different committees are doing and to discuss ways to collaborate between committees.
 - We want to be sure that each committee is represented at this meeting to get the most out of them.
- Results of targeted priorities discussion at Council meeting

VII. Comments or Items for Future Agendas and Meetings:

- Item for future agenda - Discuss the finalized targeted priorities and how this group and support them
- Dec 8th @ 1pm

VIII. Adjourn: Meeting adjourned at 2:00 pm.