

**MINUTES OF MEETING OF THE ARIZONA
GEOGRAPHIC INFORMATION COUNCIL**

A public meeting of the Arizona Geographic Information Council was convened at 10:02 AM on May 4, 2023, as meeting number 478 047 630 on Google Meet (meet.google.com & 415-496-0256). Present at the meeting were the following members or designees of the Arizona Geographic Information Council:

Table 1: AGIC Officers

Name	Agency/Company	Attendance
Chair, Kevin Blake	Yavapai County	Yes
Vice Chair, Patrick Whiteford	Arizona Department of Transportation	No, with notice
Past Chair, Eric Shreve	AZ Dept of Administration 911 Office	No, with notice
Treasurer, Lucas Murray	Arizona Dept of Economic Security	Yes
Secretary: Phillip Leveille	Maricopa County Assessor's Office	Yes

Table 2: AGIC Board Members

Name	Agency/Company	Attendance
Jack Avis	Pima County	No
Christian Black	United States Air Force	Yes
Mark Christiano	United States Forest Service	Yes
Jay Corum	United States Bureau of Reclamation	No, with notice
Michael Dennis	NOAA - National Geodetic Survey	Yes
Nicole Eiden	Arizona Dept of Health Services	Yes
Kris Estes	City of Buckeye	No
Shiloh Johnson	Maricopa County OET	Yes
Jason Howard	Maricopa Association of Governments	Yes
Wesley Kortuem	Arizona Dept of Health Services	No
Keith Larson	USDA NRCS	Yes
Shea Lemar	Arizona State University	Yes
Jenna Leveille	Arizona State Land Department	Yes
Christopher Lukinbeal	University of Arizona	Yes
Ryan McClain	Arizona Department of Public Safety	Yes
James Meyer	Arizona Department of Transportation	No, with notice

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Name	Agency/Company	Attendance
Julie Mikolajczyk	Arizona Dept of Environmental Quality	Yes
Veronica Nixon	Arizona Dept of Water Resources	Yes
Phil Ponce	Engineering Mapping Solutions	Yes
Dave Roby	AZ DEMA	Yes
Leslie Stovall	Gila River Indian Community	Yes
Gene Trobia	Arizona State University	Yes
Steve Whitney	Pima County ITD GIS	Yes

Table 3: Public at Large

Name	Agency/Company	Attendance
Ryan Johnson	Arizona State Land Department	Yes
Brian Bond	Yavapai County	Yes
Howard Ward	Terra Systems Southwest	Yes
Morgana Laurie	AZ DEMA	Yes
Mariah Modson	Arizona State Land Department	Yes
Sage Donaldson	Arizona Department of Transportation	Yes
Kasey Green	Arizona State Land Department	Yes
Mike Walck	ESRI	Yes

I. Call to Order:

Kevin Blake called the meeting to order at 10:02 am. Jenna Leveille took roll call of the Council officers and members; attendance was recorded, and quorum was established. The public should place their name in the chat if they wish to speak to the board when called upon and / or be listed as public members in attendance. **(00:07)**

II. Approval of Minutes:

Motion **(02:53)**

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A motion to approve the February 2023 meeting minutes was made by Gene Trobia and seconded by Steve Whitney. There was no discussion. A vote was held, and the motion passed unanimously with no abstentions.

III. **Announcements: (03:47)**

Jenna Leveille made the following announcements:

- The Data Committee has partnered with Yavapai College to put on a Geospatial Summit June 8-9. Registration is \$50 per person for the two-day event. The last day to secure a government rate for lodging is May 7.
- The AGIC Education and Training Symposium is coming up from August 29 through September 1. The call for papers is open and submissions are due by May 26. Maps and Apps Competition is also open for submissions; that window closes August 19.

IV. **Budget Update: (06:20)**

Lucas Murray, AGIC Treasurer, reviewed the budget report provided to the Council prior to the meeting. Shea Lemar asked about the monies for the conference booth which have encumbered for about three years. Jenna responded that the booth is still being planned but was delayed due to covid.

Jenna brought up two budget related items: **(08:45)**

1. Annual Geospatial Clearing House Summit put on by MAGIC. No cost for registration and they provide two nights of lodging for two attendees per state. Jenna is asking for the council to consider sending Kasey Green .
Motion **(10:18)**

A motion was made to approve AGIC funding for Kasey Green's travel and per-diem to the MAGIC Geospatial Clearinghouse Summit in September by Steve Whitney and seconded by Gene Trobia. Some discussion took place about the cost estimate of an approximate \$600 flight and some food provided. A vote was held, and the motion passed unanimously with no abstentions.

2. Data Committee Geospatial Summit Food costs are close to being covered through sponsors and registration, but to ensure vendor payment, Jenna is asking for support to cover any shortage through the conference committee budget.

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Motion (13:49)

A motion was made to cover any shortage of food costs not to exceed \$1200, for the Geospatial Summit through the conference committee budget by Steve Whitney and seconded by Lucas Murray. Some discussion included setting the maximum cost into the motion. A vote was held, and the motion passed unanimously with no abstentions.

V. Items from the Chair:

A. Council Engagement (15:47)

Keven Blake reminded the audience that council members are governor appointed and attendance is expected; he stated that difficulties establishing quorum should not be encountered. Jenna concurred with Kevin's perspective and re-iterated the expectation for attendance.

B. Annual Leadership Workshop Summary (18:34)

1. Jenna shared that in February, the council voted to approve that the committee and workgroup chairs, as well as all council members are familiar with the manual. The action required was an email attestation that the manual was read. Not all council members, or committee and workgroup leaders have done so.

2. Draft 2023 Strategic & Business Direction Document (21:32)

Jenna announced that this document is a direct result of the discussions held during the council workshop.

Motion (23:51)

A motion was made to approve the AGIC 2023 Strategic & Business Direction Document by Shea Lemar and seconded by Shiloh Johnson. No additional discussion took place. A vote was held, and the motion passed unanimously with no abstentions.

C. AZCORS NGS Grant Proposal – AGIC letter of support (24:53)

Jenna shared the background information about the letter signed by Kevin Blake, and noted that later in this meeting, a presentation from Brian Fisher will contain additional details. Discussion included the inability of some federal agencies to comment on grants from other federal agencies;

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Michael Dennis shared that he declined to review the letter, and this specific grant is only being funded by NGS and no other agencies.

Motion **(29:45)**

A motion was made by Gene Trobia and seconded by Shea Lemar that the council supports the actions of leadership regarding the NGS Grant letter of support from AGIC and note that federal members are abstaining in this matter. No additional discussion took place. A vote was held, and the motion passed unanimously with the following four abstentions: Mark Christiano, US Forest Service, Michael Dennis, NOAH NGS, Chris Black, US Forest Service, Keith Larson, NRCS.

D. AGIC Minutes – new optional format (32:00)

Jenna shared that the Arizona AG approved optional formatting of the meeting minutes to include the video recording and relevant notations. Lucas added that the AGIC manual will also be updated to reflect the option.

E. ESRI MPA Update (34:49)

Ryan Johnson shared that the current MPA is active through the end of June 2023. Ryan received information that all actions to renew the MPA in any form from the SPO office are on hold because they are working on the cloud services contract.

F. Broadband Update (35:59)

Jenna shared that the broadband office is very busy, hiring staff, and preparing resources to support the broadband infrastructure and grant opportunities. She also meets with the broadband office bi-weekly and will provide updates to the council as information becomes available.

G. NAIP Update (38:18)

Jenna updated the council on the NAIP 2023 collection. Arizona is going to be included and collection should start in June. Funding from the federal government is upgrading the collection of the entire state to 30cm. Keith Larson shared that collection may start as soon as mid-May.

H. NSGIC Updates

Jenna shared the following updates:

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- **Midyear Meeting Highlights (40:04)**

Jenna, Kevin, and Patrick attended the NSGIC mid-year in Pittsburgh. Patrick represented Arizona at the GIO academy and presented on the AGIC mentorship program with great feedback from other states. In a new State to State networking format, Arizona met with Michigan, Utah, and Indiana about imagery programs. The discussion draft for a potential GDA amendment to reduce waste is currently on hold. NSDI governance pilots aim to model how to include a voice at all levels in data development. Kevin also shared discussions included cloud security, indoor mapping for public safety and creating a pandemic GIS playbook.
- **Annual Meeting Travel (46:40)**

Jenna shared that the next NSGIC meeting is the annual in New Orleans September 25 – 29. Lucas noted that the typical yearly amount for NSGIC travel is about \$4,500 and Jenna believed approximately \$1,900 was spent for the Mid-year.

Motion: (49:04)

A motion was made by Lucas Murray and seconded by Shiloh Johnson to approve a maximum expenditure of \$2,500 for the AGIC chairs to attend the NSGIC Annual Meeting. No additional discussion took place. A vote was held, and the motion passed unanimously with no abstentions.

Jenna shared that those on the AGIC Council are also NSGIC members and those on the call interested in attending New Orleans shared that with the council.
- **Membership Pricing Increase (52:02)**

Jenna shared that the NSGIC board approved a cost increase for 2024 and will be 10% and will be reflected in the annual statement once received. She shared that State Land pays for one half of the membership and opened the floor for discussion.
- **2023 Geospatial Maturity Assessment Survey (55:14)**

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Jenna shared with the council that the 2023 survey is open and reporting due this month; Arizona's last score for 2021 was a B minus.

- **COGO (57:45)**

Jenna shared that she is the current delegate to COGO (Coalition of Geospatial Organizations) for NSGIC. She also shared two of their recent efforts include the NSDI Assessment and planning a congressional breakfast to meet with the Senate GIS Workgroup on June 21 and the NSGIC president will attend.

VI. AGIC Symposium Update (1:00:41)

Steve Whitney updated the council about AGIC symposium including that the contract with the Prescott resort is signed. Joseph Kerski from ESRI was announced as the keynote. He also shared about the conference software used this year, sponsors, the T-shirt design, and some discussion took place including using Survey 2023 for abstract submissions.

VII. Committee / Work Group Presentations

A. Admin & Legal: (1:06:19)

Lucas Murray began presented for the Admin & Legal Committee. He shared about the structure and mission of the committee to support the council in matters surrounding its administration and statutory responsibilities. He shared some of their goals and activities including tracking and supporting sound financial practices, managing the organizational chart and the AGIC manual. Lucas also introduced an updated version of the organizational chart, built in experience builder. Shea continued (1:14:47) by introducing an AGIC Annual Report to document AGIC activities for historical records, and for members to take back to their own organizations and leadership throughout the state. Shea shared that the Admin & Legal committee utilized a workgroup to develop the template as a Story Map. Shea shared the 2022 version which included content about AZGeo, major priorities and accomplishments like LiDAR, the Symposium, education, public safety, the mentorship program and more.

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B. AZCORS: (1:23:55)

Brian Fisher began presenting about the APLS (Arizona Professional Land Surveyors), the main surveyor group in Arizona and their Geospatial Committee. He shared the committees' goals and activities, and presented a document of legislative updates because of changes to the State Plane. Brian continued by updating the council about the SPCS 2022 Workgroup including final comments that were delivered and the upcoming Alpha Version release on the NGS Beta site June 1. Brian also shared about the AZCORS Workgroup including that AZLQ is operational, without requiring a state server. They are also moving forward with a partnership between ADOT, ADWR and AZCORS for 8 key stations. Brian also presented about the NGS Geospatial Grant (1:30:09). He explained that the grant proposal was built around activities that were already being done; it was submitted by principal investigator Brian Conway, ADWR, and co-pi Brian Fisher, expected to be awarded in October if approved. The grant requested \$2,000,000 per year for 5 years. He continued with how that breaks down into categories and then demonstrated in detail the proposed locations and support needed.

VIII. Committee / Workgroup Summaries, Announcements and Action Items

A. Committee / Workgroup Highlights (1:48:34)

Jenna Leveille shared highlights from the AZGeo Advisory Committee, including the Portal going live and FME server availability. She reminded the council about the Conference Committee activities ramping up for symposium. The Data committee activities include the partnership with Yavapai College for the Geospatial Summit in June, the 4D WG reports that 3DEP is almost complete for Arizona, and the imagery program continues collecting use cases for minimum requirements. She shared that the Outreach Committee has been updating the website and a lot of activity is happening with the mentorship program. The Social Media Workgroup will also present at the next council meeting about social media management platforms. The Public Safety committee has refreshed

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the public hub site and facilitated a NG911 forum to engage safety customers.

B. Committee / Work Group Action Items (1:53:43)

1. (Admin and Legal Committee)

a) Admin & Legal (Action Item 1) reason for action: Updated chart will be easier for readers to navigate and easier for the Admin and Legal Committee to update.

Motion: **(1:53:49)**

A motion was made by Shea Lemar and seconded by Kevin Blake to approve the new AGIC Organizational Chart experience builder web application and use it to replace the current organizational chart PDF and related web pages on the AGIC website. No additional discussion took place. A vote was held, and the motion passed unanimously with no abstentions.

b) Admin & Legal (Action Item 2) reason for action: The Admin and Legal Committee feels these changes will clarify processes for members and help meetings run more smoothly.

Motion: **(1:55:01)**

A motion was made by Gene Trobia and seconded by Lucas Murray to approve the following changes to the manual: (1) Updates to Section 11 regarding management of the Arizona NSGIC State Leaders, including term limits and requirements for reporting. (2) Updates to Section 12 regarding the Council's approval of funds for NSGIC-related travel expenses, including the requirement for the Treasurer and Admin and Legal to review budgeted amounts annually and the ability for the Council to approve the funds once per year. (3) Updates to Appendix A regarding the use of Consent Agendas during meetings. No additional discussion took place. A vote was held, and the motion passed unanimously with no abstentions.

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c) Admin & Legal (Action Item 3) reason for action: The Council approved creation of an AGIC Annual Report and tasked the Admin and Legal Committee with its development.

Motion: **(1:56:47)**

A motion was made by Kevin Blake and seconded by Gene Trobia to approve publication of the AGIC Annual Report Story Map. No additional discussion took place. A vote was held, and the motion passed unanimously with no abstentions.

2. Outreach Committee

(Action Item 4) reason for action: The social media work group made edits to the guidance documentation for posting content on AGIC social media channels. We are asking that the council approve the document for upload to the AGIC website.

Motion: **(1:57:35)**

A motion was made by Shea Lemar and seconded by Steve Whitney to approve the updated social media guidelines for posting on the AGIC website. No additional discussion took place. A vote was held, and the motion passed unanimously with no abstentions.

3. All Committees

(Action Item 5) reason for action: AGIC Committees (except the Data Committee) and required Workgroups have updated their goals and activities. A formal approval by the council is needed to start implementation.

Motion: **(1:58:25)**

A motion was made by Kevin Blake and seconded by Lucas Murray to approve AGIC Committee 2023-2024 Work Plans. No additional discussion took place. A vote was held, and the motion passed unanimously with no abstentions.

IX. Comments / Requests for Topics in future meetings

Kevin shared that the next council meeting will be August 3, 2023, planned to be hybrid at MAG.

X. Call to the public

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Kevin Blake issued a call to the public if there was anyone who registered to address the council and received no response.

XI. Adjourn

Without objection, Kevin adjourned the meeting at 12:02pm.