

**MEETING MINUTES OF THE
ARIZONA GEOGRAPHIC INFORMATION COUNCIL
MEETING HELD February 4, 2021**

A public meeting of the Arizona Geographic Information Council was convened at 1:04 PM as a Phone in (877-309-3457) and Virtual Webex Meeting (azgov.webex.com, meeting number 177 079 0261). Present at the meeting were the following members or designees of the Arizona Geographic Information Council:

AGIC Officers

Name	Agency/Company	In Attendance
Steve Whitney, Chair	Pima County ITD GIS	Yes, Virtual
Shea Lemar, Vice Chair	AZ State University	Yes, Virtual
Gene Trobia, Past Chair	AZ State University	Yes, Virtual
Lucas Murray, Treasurer	AZ Department of Economic Security	Yes, Virtual
Phillip Leveille, Secretary	AZ State University	Yes, Virtual

AGIC Board Members

Name	Agency/Company	In Attendance
Jack Avis	Pima County	Yes, Virtual
Christian Black	United States Air Force	Yes, Virtual
Kevin Blake	Yavapai County	Yes, Virtual
Mark Christiano	United States Forest Service	Yes, Virtual
Jay Corum	United States Bureau of Reclamation	Yes, Virtual
Michael Dennis	NOAA - National Geodetic Survey	Yes, Virtual
Nicole Eiden	Arizona Department of Health Services	Yes, Virtual
Kris Estes	City of Buckeye	Yes, Virtual
Eric Feldman	Maricopa County	Yes, Virtual
Mike Hilstrom	Arizona Department of Water Resources	Yes, Virtual
Jason Howard	Maricopa Association of Governments	Yes, Virtual
Julie Jamarta	Pima Association of Governments	Yes, Virtual
Wesley Kortuem	Arizona Department of Health Services	Yes, Virtual
Keith Larson	USDA Natural Resource Conservation Service	Yes, Virtual
Jenna Leveille	Arizona State Land Department	Yes, Virtual
Christopher Lukinbeal	University of Arizona	No, With Notice
Ryan McClain	Arizona Department of Public Safety	Yes, Virtual
James Meyer	Arizona Department of Transportation	Yes, Virtual
Julie Mikolajczyk	Arizona Department of Environmental Quality	Yes, Virtual
Phil Ponce	Engineering Mapping Solutions	Yes, Virtual
Dana Robinson	United States Bureau of Land Management	No
Eric Shreve	Arizona Department of Administration	Yes, Virtual
Dave Roby	Arizona Dept of Emergency & Military Affairs	Yes, Virtual
Leslie Stovall	Gila River Indian Community	Yes, Virtual

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Public at Large

Name	Agency/Company	In Attendance
Howard Ward	TerraSystems Southwest	Yes
Brian Bond	Yavapai County	Yes
Ryan Johnson	Arizona State Land Department	Yes
Cheryl Thurman	TerraSystems Southwest	Yes
Mike Walck	ESRI	Yes
Howard Ward	TerraSystems Southwest	Yes
Patrick Whiteford	Arizona Department of Transportation	Yes
Mike Walck	ESRI	Yes

I. **Call to Order:**

Jenna Leveille called roll of Council members and attendance was recorded. Quorum was established. Steve Whitney called the meeting to order at 1:04pm. Jenna announced that a link is provided in the meeting for the public to sign in and request to address the council. Note: A copy of the agenda and background material provided to members is available for public inspection at the Arizona Geographic Information Council's office at 1616 West Adams Street, Phoenix, AZ 85007, Room 216A.

II. **Passing of the Gavel & New Council Appointments:**

Steve Whitney passed the gavel to Shea Lemar, the new AGIC Chair. He also shared that three new applicants were appointed to the board, Dave Roby, Julie Jamarta and Julie Mikolajczyk. Steve also mentioned the dedication and hard work of retiring board members, Glen Buettner and Sue Smith.

III. **Approval of Minutes:**

A motion to approve the August 2020 minutes was made by Kevin Blake and seconded by Steve Whitney. There was no further discussion; A vote was held, and the motion passed unanimously with no abstentions.

IV. **Announcements**

The meeting was accompanied by a slideshow containing items of discussion and presented information and can be referenced for additional details: AGIC_Council_Feb42021.pptx.pdf
Shea Lemar shared a summary of the current board appointments: 35 Allotted council seats, with 27 currently actively filled, leaving 8 vacant positions of which 6 are state agencies / instrumental.

V. **Budget Update:**

Lucas Murray, AGIC Treasurer, reviewed the budget report provided to the Council prior to the meeting.

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A motion to approve the updated budget was made by Jason Howard and seconded by Gene Trobia. There was no further discussion; A vote was held, and the motion passed unanimously with no abstentions.

VI. **Items from the Chair:**

- AGIC Listserv
Shea introduced the current AGIC Listserv (“AGIC L”) and potential alternate solutions as a topic for discussion. One of the major difficulties with the current solution is that the current listserv does not support html, resulting in some government filters altering all or part of the content. Another platform option, Google Groups, was discussed, which like the current option is free. Jenna pointed out that other options could be explored, but additional direction from council would be appropriate.
It was suggested that the Outreach Committee could be tasked with gathering the information. This led to the council leadership requesting a list of the many tasks assigned to outreach so prioritization can be discussed.
The discussion is tabled with future communication forthcoming from Jenna, Shea, Steve, and Eric.
- Strategic Plan / Business Plan
Shea introduced the topic and pointed out the business plan and strategic plan posted on the website are 10-11 years old, and has received advice to, at a minimum, remove them from the webpage. The discussion that followed concluded that the information is valuable and should be retained, but relabeled as “historical”, allowing updated information to be added via the mechanism of the annual leadership retreat. Council Officers will meet to discuss the best approach for updated information to be documented and report back to the Council at the next meeting.
- NSGIC
 - Jenna reported that the NSGIC midyear conference is upcoming February 23 – 25 with more interactive content, a strategic summit, and a lot of information coming down the pipeline. Also, with size the conference size reduced, the selections for presenters became more competitive.
Jenna pointed out that in the past, AGIC has paid for council leadership representation at NSGIC, but this year, all the officer’s agencies are covering the nominal fees for the virtual environment; therefore, the council could consider scholarships for others to attend, vetted through an application process.
Shea Lemar motioned for the council to provide up to \$1000 for NSGIC mid-year conference attendance sponsorships of up to 5 persons at \$200 each, awarded to selected candidates from the AGIC Leadership, Committee / Workgroups Chairs or

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Council Members, with the process to be detailed by AGIC leadership. There was discussion regarding the lack of desire to spend any money on a virtual conference. A vote was held, and the motion passed with one nay and no abstentions.

- Gene Trobia shared that NSGIC has gotten involved with a proposal to the FGDC Address Subcommittee regarding the use of NENA standards instead of FGDC standards for the NAD. NSGIC's general opinion is that the business drivers on a local level for NAD are for NENA purposes. Gene also noted that there is an effort to send a letter to Pete Buttigieg, the newly appointed Secretary of Transportation regarding the benefits of NAD. Steve agreed to add local perspective content and Jenna clarified that the letter would be produced from the NSGIC Address and Transportation Committee.
- Jenna updated on the 2020 Census, with essentially the deadline to produce numbers in December missed, the current outlook is for completion in April, but significantly delaying any data products. Census is also still trying to work out the impact of differential privacy; they understand issues exist, and they will work to mitigate them as much as possible.

VII. **AGIC Education and Training Symposium Update**

Steve Whitney reported that the Conference Committee discussed impacts, like potential liabilities and attendee difficulties with holding an in-person symposium. The Conference Committee is recommending to the Council that the 2021 Symposium be held virtually, with a nominal charge to attend.

A motion to hold a virtual symposium in 2021 was made by Shea Lemar and seconded by Jason Howard. There was discussion regarding consideration for the planning timeline and the possibility that if the situation changes significantly prior to the conference, there may be an opportunity to provide some in-person events in conjunction with the symposium. Shea added that while a difficult topic, she focused on two topics: attendee budget / travel issues and 60% of the conference committee, needed to run the conference would not be attending an in person event.

A vote was held, and the motion passed with two nays and no abstentions.

VIII. AGIC Committee/Work Group Actionable Items

- **Outreach Committee Actionable Items:**

- Patrick Whiteford displayed the marketing banner designs as requested by council.

A motion to approve the marketing banners was made by Eric Shreve and seconded by Steve Whitney. There was discussion about the potential for website info being added to one panel

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and possibly “Arizona” included. A vote was held, and the motion passed unanimously with no abstentions.

- Patrick Whiteford displayed the two AGIC recognition lapel pin designs as requested by council.
A motion to approve the recognition pins was made by Nicole Eiden and seconded by Gene Trobia. There was some discussion about the addition of the yellow from the Arizona flag incorporated into the “council” version of the pin. A vote was held, and the motion passed unanimously with no abstentions.
- Patrick Whiteford gave a brief overview about the proposed AGIC Mentoring Program. Detailed information on the program was distributed prior to the meeting.
There was some confusion among the Council on the Outreach Committee request to gain approval for implementation. The Council officers thought that the materials were not fully developed. A motion to develop an AGIC Mentoring Program with final rollout to be approved by the council leadership with any major concerns to be brought to the full council was made by Eric Shreve and seconded by Gene Trobia. There was no further discussion. A vote was held, and the motion passed unanimously with no abstentions.

- **Social Media Workgroup Actionable item:**

- Cheryl Thurman gave an overview about the proposed social media guidelines document distributed to the Council for review prior to the meeting. She outlined the major changes reviewed by the Admin and Legal Committee. She stressed that this is a living document. The Social Media Workgroup has made future updates part of their workplan.
A motion to approve the Social Media Guidelines was made by Jenna Leveille and seconded by Eric Feldman. There was no discussion. A vote was held, and the motion passed unanimously with no abstentions.

IX. **AGIC Committee/Workgroup 2020 Accomplishments and 2021 Workplans:**

- Admin & Legal Committee shared 2020 accomplishments and requested approval of their 2021 workplan.
A motion to approve the Admin & Legal workplan was made by Jenna Leveille and seconded by Jason Howard. There was no additional discussion.
A vote was held, and the motion passed unanimously with no abstentions.

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- The remainder of all Committee and Workgroups shared 2020 achievements and introduced 2021 workplans.
A motion to approve workplans for: Conference Committee, Data Committee, UAS Workgroup, Natural Resources Workgroup, SPCS2022 Workgroup, 911 Committee, Outreach Committee and the Social Media Workgroup was made by Jenna Leveille and seconded by Eric Shreve. There was no further discussion.
A vote was held, and the motion passed unanimously with no abstentions.

X. **Presentation: AZGeo Workgroup & AZGeo Advisory Committee:**

Ryan Johnson presented on the AZGeo Workgroup's history, goals, and the steps toward successful completion of its mission. Ryan also updated the Council on the activities AZGeo Advisory Committee. This committee is a long-term solution for oversight and guidance for AZGeo. The workgroup had been envisioned as a temporary solution for the transition and modernization of AZGeo. He reported that the AZGeo Workgroup is recommending sunset and that the AZGeo Advisory Committee take on the discussing and implementing support for AZGeo users in the form of a forum and biannual user meetings. A motion to sunset the AZGeo Workgroup was made by Steve Whitney and seconded by Gene Trobia. There was no further discussion. A vote was held, and the motion passed unanimously with no abstentions.

XI. **Comments and requests for discussion items or topics for future meetings:**

Shea Lemar called for requests for discussion items or topics for future meetings.

XII. **Call to the Public:**

Shea Lemar made a call to the public and announced the next Council Meeting will be May 6, 2021.

XIII. **Adjourn:**

Shea Lemar adjourned the meeting at 2:49pm.