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

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A public meeting of the Arizona Geographic Information Council Leadership Meeting was convened on June 5, 2025 at 10:00 am on Google Meets. The meeting was informational only. Present at the meeting were the following people:

Attendees

Person	Agency/Company
Lucas Murray	AZ Department of Transportation
Shea Lemar	AZ State Land Department
Andrew Hagglund	Entellus
Andy Weflen	Maricopa County
Brooke Serpa	AZ Department of Administration
Caleb Keener	AZ Department of Administration
Chuck Powell	Westland
Elisabeth vanderLeeuw	Pima County
Karen Fisher	Central Arizona Project
James Meyer	AZ Department of Transportation
Jami Dennis	Geodetic Analysis, LLC
Jennifer Wennerlund	Salt River Project
John Danloe	Pima County
Nicholas Dennis	AZ Department of Transportation
Patrick Whiteford	AZ Department of Transportation
Pauline Loftus	Pima County
Sage Donaldson	AZ Department of Transportation
Shiloh Johnson	Arizona State University
Steve Whitney	Pima County
Wolfgang Grunberg	AZ Department of Forestry and Fire Management

A recording of the meeting is available at the following link: AGIC Leadership Meeting - 2025/06/05 09:51 MST - Recording. Minute markers are identified in **orange**.

I. **Call to order**: **[0:18]** Meeting was called to order at 10:01 am

II. **Introductions [0:59]** Introductions were made by the attendees

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III. **Discuss purpose and future of possible working group**: **[6:25]** Lucas explained the intended purpose of the group - to provide a forum for Committee Chairs and Secretaries to communicate with each other and provide an opportunity for collaboration on common interests between the Committees.

Lucas explained how the group could potentially be formally organized. At the next AGIC Administrative and Legal Committee, Lucas will propose they create a new workgroup that will focus on Committee Collaborations. Voting members in the group will be kept small (3-4 members) to make it easier for quorum to be met. Meeting attendees liked this idea and suggested the group could meet quarterly to begin with. Suggested names for the group include Committee Collaboration Workgroup or the Committee Chair Steering Workgroup.

Lucas reviewed the Resources for AGIC Chairs website, which includes resources on how to facilitate meetings in conformance with Arizona Open Meeting Law. He then reviewed a proposal for enhancements to the site that would explain the benefits and expected commitments of Chairs, making it easier for those thinking of becoming a chair or are new to chairing meetings. Additional suggestions brought by the attendees included:

- Convert to an ArcGIS StoryMap so it's easier to share
- Add guidelines on what to do when a co-chair or voting member leaves
- Include an estimate on the time commitment for a chair or secretary.
- Have a Committee Chair present at a future mentorship meeting so potential future AGIC leaders can see what it would be like being a Chair

Lucas and Shea discussed the possibility of creating a resource page directed towards secretaries. The page would offer tips and tricks on writing meeting minutes and posting to the AGIC calendar. Lucas said this is another idea that would be brought up at the next Admin & Legal Committee meeting.

Lucas said that during the next Admin & Legal Committee meeting, he will propose creating a new AGIC Officer position that would serve as a single point of contact for questions regarding Arizona Open Meeting Law. The resources would make it easier for Committee Chairs to get answers to parliamentary procedures and rules.

Action Items:
- Lucas will send the attendees the draft Resources for Committee Chairs website improvements, where they will be able to respond with suggested improvements.

IV. **Discuss possible AGIC target priorities**: **[45:35]** Lucas reviewed the four targeted priorities that had the highest number of votes from Council members.

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He said that they will be discussed at the August Council meeting. He and the other AGIC Chairs, AGIC Secretary, and AGIC Treasurer will be working on collecting background information about each of the priorities and compiling a document for the Council members to review.

They would love to hear from each of the committees to see if they have ideas about them or know any information about things that were done in the past to address them. While the chairs may respond themselves about each priority item, Lucas encouraged all Chairs to discuss the items at their next Committee meetings to get feedback from their voting members. For those Committees who will not meet until after the August Council meeting, Chairs may contact Lucas or Shea to discuss options for getting voting member feedback.

Action Item:
- Lucas will send a formal email with a link to a survey that will allow each Chair to respond to the top four targeted priorities.

VI.   **Comments, requests, and items for future agendas and meetings:** **[1:08:42]**

- Attendees discussed potential collaborations to organize presentations at future Committee meetings or during other forums, like Lunch & Learns or the Spring Symposium. One thought is the Conference Committee could share a list of abstracts submitted for the AGIC Symposium so Committees could follow-up with the speakers and ask them to present at Committee Meetings. The group also saw a benefit in announcing these presentations through AGIC's social media accounts or the AGIC Listserv so the public would know if a Committee was planning to have a presentation during their normal meetings. This idea would need further discussion with the AGIC Outreach Committee and Social Media Workgroup.

- Brooke Serpa suggested the quarterly Chair Updates form, which Committee Chairs use to inform the Council of updates and needed action items, could be modified to include updates on how each Committee has progressed on the targeted priorities. The information could be used to help facilitate future Committee Chair meetings.

VI.   **Adjourn:** **[1:24:50]** Meeting adjourned at 11:26 am