

**GIS Steering Committee
Meeting Minutes - January 21, 1997**

Present were (* authorized to vote):

* Rod Armstrong	State Information Technology Coordinator
Mahendra Bansal	Natural Resources Commission
* Dennis Burling	Department of Environmental Quality
* Lash Chaffin	League of Municipalities
* Blaine Dinwiddie	Omaha Public Power District
Larry Dix	Nebraska Association of County Officials
Ralph Guenther	Intergraph Corporation
Erik Hubl	Lancaster County Assessor's Office
Mele D. Koneya	Game & Parks
Terry Kubicek	Natural Resources Commission
Jim Langtry	Lancaster County Engineer's Office
* Jim Merchant	Conservation and Survey Division
* John Miyoshi	Lower Platte NRD
* Jon Ogden	Department of Roads
Scott E. Richert	Lancaster County Assessor's Office
Shawn Riley	Keith County
* Tom Ryan	Governor's Policy Research Office
Jennifer Sharpe	USGS
* Duane Stott	Scotts Bluff County Surveyor
Connie Watson	SAIC
* Cliff Welsh	Keith County Commissioner
* Dayle Williamson	Natural Resources Commission
Paul Yamamoto	Department of Environmental Quality
Larry K. Zink	Coordinator, GIS Steering Committee

NOTICE OF MEETING. A public notice of the meeting, pursuant to Section 84-1411 R.R.S. 1943, was published in the Lincoln Journal-Star on Tuesday, January 14, 1997.

ROLL CALL. Chairperson Jim Brown was on vacation. Therefore, Vice Chairperson Lash Chaffin chaired the meeting. Lash noted that prior to the meeting, he and Jim Brown had spoken about the informal nature of the Steering Committee's meetings. Lash also noted that early on, as the committee was taking shape, informal meetings were both beneficial and workable. However, as the committee has matured and is attempting to address many policy issues in a short period of time, Jim and Lash thought it was best to make an effort at conducting the meetings by more closely following Robert's Rule of Order. Specifically, to provide the Steering Committee with more ability to control its agenda, Lash proposed that only members of the Steering Committee are authorized to address an issue before the Steering Committee without specific permission from the Chair. Non-member attendees will only be authorized to speak when invited by a Steering Committee member and duly recognized by the Chair.

Lash requested a call of the roll. Eleven duly authorized representatives were present. Therefore, a quorum was present to conduct business.

MINUTES. Jon Ogden moved for the minutes of the November 19, 1996 Steering Committee meeting to be approved as circulated. Jim Merchant seconded the motion. The motion passed (*see vote #1 on the attached Voting Record sheet*).

REVIEW OF 1996 HIGHLIGHTS AND ACHIEVEMENTS. Larry Zink highlighted the GIS achievements from 1996. A copy of these achievements was attached to the agenda. Some of these highlights included: coordinated a successful symposium; updated the geospatial data clearinghouse; conducted a metadata training workshop; entered into a partnership with the FGDC; issued a working paper on facilitating land record modernization; drafted legislation for the Nebraska Plane Coordinate System; completed the first year of the DOQQs and DEMs project; and organized a panel discussion at the NACO convention.

NEBRASKA PLANE COORDINATE SYSTEM—UPDATE ON PROPOSED LEGISLATION. Larry Zink updated the committee on the proposed legislation for the Nebraska Plane Coordinate System. A copy of the legislative bill (LB 483) was attached to the agenda. The bill was introduced by Senator Hillman and was co-sponsored by Senator Robinson. The Department of Roads had raised some concerns about the wording in one of the paragraphs. Jon Ogden noted that the department was looking at some different wording that may be introduced as testimony. Since Jim is on vacation, Tom Ryan and Larry Zink offered to help Jon facilitate any changes that may be needed. The committee agreed that the legislative language was difficult to understand. Larry has put together a one page paper that is easier to understand and contains some graphics. Larry will mail out copies of this paper with the minutes of the meeting.

REPORT ON NACO CONVENTION ACTIVITIES. Larry reported that the GIS booth went well. Duane Stott brought his equipment, as did Omaha, and Erik Hubl conducted a one hour presentation for the county assessors. This presentation was followed by a panel discussion which involved: Larry Dix, NACO; Cathy Lang-Morrissey, Property Tax Administrator; Norm Agena, Assessors' Committee; Cliff Welsh, Keith County; Larry Zink; and Duane Stott who sat in for Jim Brown. Larry felt that the panel discussion went well.

Larry also reported on the PSAN funds. Duane Stott's travel expenses (\$488.31) for the NACO convention were paid out of this fund. This leaves a remaining balance of \$8,711.69. A summary sheet of these expenditures was included in the agenda packet.

Jim Merchant added that a special issue of the GIS Newsletter (October 1996) was printed for the NACO convention and that he had brought extra copies for the Steering Committee. Larry and Dayle commented that it was a very good newsletter with some interesting discussion about local governments.

UPDATE ON EFFORTS TO FACILITATE LAND RECORD MODERNIZATION. Larry used overheads to report on the latest efforts to facilitate land record modernization. Copies of these overheads and a summary of Larry's thoughts were included in the agenda packet.

New Opportunities. There have been several organizational changes and restructuring that should help move land record modernization efforts forward. Some of these changes include: the County Assessors Association has formed a GIS committee; a Property Tax Administrator, Cathy Lang-Morrissey, has been appointed; NACO has formed an Information Technology Committee; and the League of Municipalities has expressed an intent to form a Computer Records Committee. These groups represent the major players

in land record modernization. Based on the formation of these new groups, Larry proposed taking the Property Parcel Task Force and reshaping it to facilitate a dialogue between and among these groups.

After sorting through a vast amount of information that Larry has gathered, there seems to be three general areas that could be focused on: (1) Guidelines, Standards, or Regulations; (2) Institutional, Policy, and Funding; and (3) Development of PLSS and Other Framework Databases.

Larry asked the committee if they were supportive of using a restructured Property Parcel Task Force to pull the various groups together to develop proposals for issues to be addressed and processes for how the groups might work together. Larry has spent some time visiting with these groups about their interest. Norm Agena from the County Assessors' GIS Committee noted that they were just getting started and would initially focus on specific assessors' needs. Larry also visited with Ethel Skinner of the Property Tax Division and she indicated that Cathy Lang-Morrissey, Property Tax Administrator, was interested in being actively involved in any discussions, but only as a partner in the process rather than a leader.

Lash noted that the executive committee did discuss the possibility of using the Property Parcel Task Force to work with these other groups. The consensus of the committee was that this should be a high priority for the Steering Committee. If the GIS Steering Committee and the Property Parcel Task Force did not move this forward, then no one else will. Lash noted that while it was important to city government, it was not a priority. Blaine added that the original assignment for the Property Parcel Task Force was to develop guidelines and he was disappointed that even the most basic guidelines had not been done. Blaine expressed his concerns that broadening the group would not help the process.

Larry suggested that each committee could name a liaison that would communicate between them and the Steering Committee. Blaine agreed that if the GIS Steering Committee needed to interface with these other committees, then the Property Parcel Task Force should be the one to facilitate communications with them. Or, maybe the Steering Committee should not use its own resources, but maybe someone else (i.e. the University) could put some guidelines together. It was important to get something out to generate response. Larry added that there was a great deal of material on guidelines and standards. The problem was finding someone to respond to it all. Jon Ogden suggested that the Property Parcel Task Force should be the vehicle which gets all the parties into the same arena. The Steering Committee could speed the process up by providing them with all the material and proposals that they need to look at and review. Then, the Steering Committee should keep good track of their progress and make sure that it is moving forward.

FRAMEWORK DATA COORDINATION. At the last Steering Committee meeting, the Framework Data Coordination issue was sent to the executive committee. The executive committee met and based on a motion that was passed, Larry drafted a letter to John Moeller at the FGDC. The purpose of the motion was to inform the FGDC that the Nebraska GIS Steering Committee was interested in participating, but that it would not necessarily be a high priority for the Steering Committee at this time. A copy of the draft letter was included in the agenda packet. The motion that the executive committee made to the Steering Committee is included in the letter and is identified in italics.

Tom Ryan made a motion to adopt the executive committee's motion on January 21, 1997 to the Steering Committee. Dayle Williamson seconded. There was no further discussion. The motion passed (*see vote #2 on the attached Voting Record sheet*). There was no opposition to sending the letter. Therefore, Lash requested that the letter be forwarded.

FGDC GRANT OPPORTUNITIES. Copies of the FGDC grant opportunities were previously mailed out with the agenda. Larry reported that there are two grant opportunities with the FGDC. The first grant is similar to the grant program that was received two years ago for the Clearinghouse project. The applications for this grant are due February 28, 1997. The second grant is a new program which is targeted toward the framework data coordination model. This is done in two phases and it is not necessary to participate in both phases. The first phase was due on January 17, 1997. The committee missed the first phase, but it is not precluded from participating in the second phase.

The general discussion at the executive committee was that the Steering Committee was not institutionally set up to take advantage of these grants. However, since these grants will likely be offered on an annual basis, the Steering Committee should begin preparing itself to take advantage of these grants at a future date. Dayle noted that it was important to focus on land record modernization and to look at the future for these grants. At the same time, Jon Ogden thought it was important to be ready to address grant proposals and how they can be accepted in the future. Jon proposed referring this topic back to the executive committee for a recommendation.

NEBRASKA GEOSPATIAL DATA CLEARINGHOUSE AND METADATA DEVELOPMENT PROJECT. This agenda item was a continuation from the November meeting. Lash commented that the legislature is currently grasping to make some policy on these issues and it was a more complicated issue than some thought. Because of this, Tom Ryan suggested that it may be a good idea to table this discussion until after the legislative session was over.

Tom Ryan moved that the Steering Committee table this issue until the July meeting and to ask the Library Commission to continue to provide services until then. Rod Armstrong seconded the motion. Tom felt there was enough public interest that the legislature may act on it this year. The committee was not clear about the wording of Tom's motion. Lash asked if Tom was precluding the other agencies who had previously offered to host the clearinghouse. Tom said no. The committee should wait until after the legislative session. This would also give the other agencies more time to fine tune their proposals. Larry noted that the Library Commission would likely be asking support from Nebraska Online and wondered if that would be a problem. Tom said no, if that is what they needed to do to carry out their responsibilities. Dayle indicated that he did not think this would be a problem, since NRC would not be a part of a contract.

Larry restated Tom's motion: The issue of online hosting for the Geospatial Clearinghouse is to be tabled until July and agencies are urged to continue the services they are currently providing. Lash requested a call of the role. The motion passed (*see vote #3 on the attached Voting Record sheet*).

Larry noted that since the last meeting, he had completed the final technical report for the FGDC grant on the geospatial data clearinghouse. Tom Ryan, Dennis Burling, and Dayle Williamson asked for copies of this report.

UPDATE ON GPS BASE STATION NETWORK. Jim sent an update and a copy was included in the agenda packet. Larry noted that the Lincoln and Omaha stations were functioning, while the Grand Island base station was waiting for building renovations.

Jon Ogden added that Steve Cobb was installing a PC to the base station and the phone lines. Data had been tested, but it was not fully operational yet. The Scotts Bluff base station is operational and Sprint Communications is using it to transfer data from the bulletin board.

Duane Stott has agreed to participate in a booth in Chadron, Nebraska in March 1997. Duane asked the committee if any one could loan him some equipment for this meeting. The meeting is geared toward agricultural people and Duane was asking for equipment for demo purposes at the booth.

Cliff Welsh asked if the GIS Steering Committee was endorsing the GPS base station as a network. Cliff thought that three base stations was an initiative, not a network. Jon Ogden believed that Jim Brown had looked at this as an initiative for a statewide network. Cliff wanted to know if there was a specific plan for a statewide network and whether or not the committee had endorsed such a plan. Dayle agreed that the committee should have a paper on this which included cost sharing agreements and how wide spread the utility was. Since Jim was not at the meeting, Lash asked Dayle and Cliff to meet with Jim to answer questions and to help shape a formal GIS Steering Committee paper on this topic. Larry noted that the GPS base stations came as a result of a recommendation from the GPS subcommittee. The original thought was for the three base stations to provide statewide map quality coverage and it ended up with three good survey quality stations.

EDUCATIONAL EFFORTS. Mid-America GIS Symposium. Jim Merchant reported that a contract had been signed with the Cornhusker Hotel to hold the symposium during the first week of May 1998 in Lincoln. Jim will be looking for speakers and volunteers. More information will be provided in up coming newsletters.

League. Lash reported that the League will be working with Terry Kubicek and Jim Merchant to put together a couple of regional seminars to teach the basics of GIS. Dates and meeting sites have been reserved for one day seminars in Lincoln and North Platte. Memos with more information will be sent out shortly.

1999 Nebraska GIS Symposium. The Steering Committee had previously expressed an interest in having a symposium in 1999. Larry put this item on the agenda to recommend that the committee decide if it wanted to proceed, and if so, start some early planning. Lash suggested that the committee wait for Jim Brown, since it was PSAN who provided most of the funding. Jon Ogden thought the executive committee should begin thinking about this and then come forward with some proposals. The executive committee may recommend setting aside some of the PSAN money that was given to the Steering Committee as a result of the last symposium.

STEERING COMMITTEE UPDATES ON THEIR AGENCY GIS ACTIVITIES. Jon Ogden reported that the Department of Roads is still working with Corrections to work out the details of using inmates for data capture on county and secondary road systems.

Duane Stott reported that Scotts Bluff County just published an ownership atlas.

Dayle Williamson handed out a map on the most recent DOQQ production schedule. DOQQs are moving along well for NRC and they are now looking at SSURGO soils

Duane asked Dayle for his help with a request from Garden County. Garden County was trying to get some information on soil surveys from the Department of Revenue and the Natural Resources Commission. The Department of Revenue did contact Terry Kubicek for information on how to digitize soils. Terry explained the procedure to them. The Department of Revenue also asked if this could be done for Garden County. However, Terry was aware that Garden County had visited with an outstate consultant and he felt that he could not discuss this since it was LB 1375 sensitive. Terry also noted that no one from Garden

County had called him asking for help. Terry suggested to the Steering Committee that if Garden County was asking for help, they should ask the GIS Steering Committee for a special or formal action to be addressed as an agenda item. Larry commented that a consultant working with Garden County had contacted Jim Brown. There was further discussion about Garden County and the time frame for SSURGO soils.

The next meeting is scheduled for Tuesday, March 18, 1997.

GIS Steering Committee
VOTING RECORD

Date 1/21/97

Rollcall Minutes
#1
Framework Data
#2
Clearinghouse
#3

		#1	#2	#3										
DAS - Rod Armstrong	P	+	+	+										
DEQ - <u>Dennis Burling</u> Tom Lamberson	P	+	+	+										
CSD - Perry Wigley Les Howard, <u>Jim Merchant</u>	P	+	+	+										
NRC - <u>Dayle Williamson</u> Terry Kubicek	P	+	+	+										
PRO - Tom Ryan	P	+	+	+										
DOR - Jon Ogden	P	+	+	+										
Surveyor - Jim Brown	A													
LRD - Laura Valenziano Val Goodman	A													
John Miyoshi	P	+	+	+										
Blaine Dinwiddie	P	+	+	+										
Cliff Welsh	P	+	+	+										
Larry Worrell Jim Langtry	A													
Lash Chaffin	P	+	+	+										
Duane Stott	P	+	+	+										
Dennis Wilson	A													
TOTALS	11P	11-(+)	11-(+)	11-(+)										

P = present
A = absent

"+" = voting for
"-" = voting against
"NV" = not voting