

**GIS Steering Committee
Meeting Minutes - July 24, 1997**

Present were (* authorized to vote):

* Jim Brown	State Surveyor's Office
* Dennis Burling	Department of Environmental Quality
* Lash Chaffin	League of Municipalities
* Dick Genrich	Department of Roads
Ralph Guenther	Intergraph Corporation
Erik Hubl	Lancaster County Assessor's Office
Mele Koneya	Nebraska Game & Parks
* Jim Langtry	Lancaster County Engineer's Office
Jeff Lucas	Tri-Basin NRD
* Jim Merchant	Conservation & Survey Division
Jerry Odum	NGS
* Jon Ogden	Department of Roads
Boyd Ready	Central NE Public Power Irrigation District
* Tom Ryan	Governor's Policy Research Office
Steve Schafer	DAS-Intergovernmental Data Services
Jennifer Sharpe	USGS
Ethel Skinner	Property Tax Division
Chris Stanton	USGS
Jerry Steinke	Central NE Public Power Irrigation District
* Duane Stott	Scotts Bluff County Surveyor
Roderick S. Sutherland	Professional Surveyor's Association of NE
Darryl Williams	US Geological Survey, Nat'l Mapping Division
* Dayle Williamson	Natural Resources Commission
* Dennis Wilson	City of Omaha
* Larry Worrell	Lancaster County Surveyor
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 Thursday, July 17, 1997.

ROLL CALL. Chairperson Jim Brown called the meeting to order at approximately 1:00 p.m. and requested a call of the roll. Nine duly authorized representatives were present. Therefore, a quorum was present to conduct business.

MINUTES. Dayle Williamson moved for the minutes of the May 20, 1997 Steering Committee meeting to be approved as distributed. Jon Ogden seconded the motion. The motion passed (*see vote #1 on the attached Voting Record sheet*).

Jim Brown asked each of the guests to introduce themselves and thanked them for coming.

NEBRASKA PLANE COORDINATE SYSTEM ACT—CONSIDERATION OF PROPOSED PSAN AMENDMENT TO LB 483. Jim Brown reported that the Professional Surveyors Association of Nebraska (PSAN) had proposed a minor change to the Nebraska Plane Coordinate System Act after it had been approved by the GIS Steering Committee and introduced in the Nebraska Legislature. Jim Brown explained that when PSAN had suggested the change (a proposed amendment) he had sent an e-mail note to all the Steering Committee members asking for any concerns to be expressed. The only response was from the Natural Resources Commission, which was later resolved. If there were no further problems, Jim asked for a reaffirmation of the GIS Steering Committee's support of LB 483, with the amendment proposed by PSAN (*as mailed with the agenda*). Lash Chaffin moved that the Nebraska GIS Steering Committee endorse LB 483, with the amendment proposed by PSAN that had been mailed in advance of the meeting with the agenda. Jim Merchant seconded. The motion passed (*see vote #2 on the attached Voting Record sheet*).

RESOLUTION CREATING THE ADVISORY COMMITTEE ON STANDARDS FOR LAND RECORD MODERNIZATION. Larry Zink reported that the GIS Steering Committee had previously created the Property Parcel Task Force which did some broad conceptual work and made recommendations on what needed to be done in its Working Paper on Facilitating Land Record Modernization in Nebraska. The Nebraska Plane Coordinate System Act, early drafts of land record modernization guidelines, and the current work on the PLSS Pilot Project came out of the work of the Task Force. Larry noted that in the March 1997 meeting, when he presented the early drafts of some land record modernization guidelines, he proposed a reconvening of a revised Property Parcel Task Force to take the lead in overseeing a guidelines development process. Larry explained that the Steering Committee had expressed support for this general approach, as long as draft guidelines were run through the Steering Committee prior to a broader circulation. However, there was not a clear authorization for a body to move forward and to be responsible in terms of coordinating the work on the guidelines. Larry offered the Resolution Creating the Advisory Committee on Standards for Land Record Modernization as a vehicle to move forward with the guidelines development effort. Dennis Wilson moved to approve the resolution (*as mailed with the agenda*). Dayle Williamson seconded the motion.

Dennis Wilson noted Omaha's need for standards. The City of Omaha's Assessor, Public Works Department and planners would all benefit from one cohesive effort in developing standards. Larry Zink also added that Hall County and Adams County were moving into this area and an advisory committee on standards would be very timely. Roderick Sutherland commented that Sarpy County would be very interested because they border on Douglas County. Many utilities cross lines and if guidelines are not available, everyone will be playing on a different field and the two may never meet.

Chairperson Jim Brown left the room for a short time. Consequently, Vice Chair, Lash Chaffin, asked if there was any further discussion. Hearing none, he asked for call of the roll. The motion passed (*see vote #3 on the attached Voting Record sheet*). Dayle Williamson commented that he would like to see the advisory committee move ahead with all due haste, because it sunsets in about a year.

PLSS PILOT PROJECT—REPORT FROM THE ADVISORY COMMITTEE AND CONSIDERATION OF COUNTIES FOR SELECTION AS PILOT PROJECT AREA. Using overheads, Larry Zink provided the committee with a quick overview on the status of the PLSS Pilot Project. At the last GIS Steering Committee, on May 20, 1997, the committee approved the general concept of a PLSS Pilot Project. After the May 20 meeting, the Pilot Project Advisory Committee (Jim Brown, Duane Stott, Larry Worrell, and Larry Zink) modified the PLSS Pilot Project Proposal by incorporating the feedback they had received from different sources.

The Pilot Project Proposal was mailed to all Nebraska counties and NRD managers. It was also distributed to a number of state or federal agencies who might have an interest in being a partner (Nebraska Game & Parks, Army Corps of Engineers, Fish & Wildlife, Department of Roads, Natural Resources Commission, Bureau of Reclamation, Property Tax Division, and Natural Resources Conservation Service). There were numerous phone inquiries in response to this distribution of the PLSS Pilot Project Proposal. Expressions of interest were received from twelve counties. The advisory committee also received positive feedback for possible interest in a partnership from the Bureau of Reclamation, Nebraska Game & Parks, the Department of Roads, the Natural Resources Commission, and the Army Corps of Engineers.

The advisory committee reviewed the counties which expressed interest against the criteria that was outlined in the PLSS Pilot Project Proposal. Based on this review, four counties--Adams, Dawson, Merrick, and Hall-- seemed particularly promising. Given the timeline, the advisory committee decided to focus its initial follow-up on these four counties. Information about each county was previously mailed to the GIS Steering Committee members for their review.

The PLSS Pilot Project Advisory Committee made a recommendation for the GIS Steering Committee to endorse the selection of these four counties as potential areas for the pilot project. The advisory committee felt that each county offered unique characteristics that would be advantageous. Actual final approval would be contingent upon whether or not a satisfactory interagency agreement could be reached. The advisory committee's recommendation was as follows:

The PLSS Advisory Committee recommends that the Nebraska GIS Steering Committee selects Adams, Dawson, Hall, and Merrick Counties as possible sites for the Steering Committee's PLSS Pilot Project. This selection being based on the general criteria outlined in the PLSS Pilot Project Proposal and upon a review of the letters-of-interest and follow-up communication received in response to a circulation of that Proposal to all Nebraska's counties and NRDs.

Final agreement to conduct a PLSS Pilot Project in any one, or all four, of these counties will be contingent upon the judgment of the current PLSS Advisory Committee, that they have been able to successfully conclude an Interagency Agreement, unique for each county, outlining project partners and their individual areas of responsibility, sufficient in the aggregate to offer the likelihood of a successful conclusion of a PLSS Pilot Project in that county. In each case, the PLSS Pilot Projects will follow the general outline of the Pilot Project Proposal, allowing reasonable flexibility to adjust for the unique characteristics and resources available in a given county. In each county, PLSS Pilot Project oversight will be provided by the State Surveyor and an expanded PLSS Advisory Committee, consisting of the current PLSS Advisory Committee and representatives of project partners unique to that county.

Jim Brown briefly outlined each county as recommended by the advisory committee. Adams County was one of the last counties to provide detailed information regarding their commitments to such a project, but had extremely strong support from the City of Hastings. The City of Hastings was able to offer labor and financial support. Duane Stott also got support from two county commissioners and the NRD. The Department of Roads, Nebraska Game & Parks, and the Bureau of Reclamation were also interested.

Hall County has already done considerable work on their section corners. The Bureau of Reclamation, the Nebraska Game & Parks, and Central Platte NRD also expressed interest. Larry Zink added that because Hall County already has many of their section corners GPSed, it might be an interesting quality control for the pilot project.

Merrick County was very interested and found approximately \$2,000 in a very limited budget for the project and another \$500 was offered from Central City. The Bureau of Reclamation, the Central Platte NRD, and the Game & Parks Commission were also interested in Merrick County. Simply, by their own enthusiasm, Merrick County found themselves a potential county for the project.

The Dawson County Surveyor was also very interested and managed to find some interest and financial support from the County Assessor. The Central Platte NRD and the Department of Roads have a small interest in this county. Dawson County does have their own GPS equipment on order and is willing to use their own staff to do the data entry.

Dayle Williamson asked Jim Brown if he would be meeting with all four counties and going through everyone's list of responsibilities. Jim Brown explained that he would be meeting with all four counties to get letters of agreement. Dayle also asked Jim to walk through and highlight a generic area of everyone's responsibilities. Jim explained that *supervision* requires hands-on supervision by the county surveyor. All four counties need to have an interested and technically competent county surveyor. *Outreach & Coordination* by the pilot project partners would be the responsibility of Jim Brown and the State Surveyor's office. *Software & Training*--The GMM software is still being considered, because no other software has been identified as having the capabilities that are needed for the project. This software is supported by the Bureau of Land Management (BLM). Each county has identified someone in their office who would be available for at least two weeks of training. Someone from the BLM office in Cheyenne may be available for training in Hastings or Grand Island. *GPS Control* varies from county to county. Dawson county would be able to do their own. Hall is already done. Adams and Merrick counties would need some assistance, but the Army Corps of Engineers and the Department of Roads may be able to help. *Post Processing* would be done at Jim Brown's office or done locally. *Computer Operator*--Each county has identified at least one person for data entry. *Translation to GIS format*--Dayle Williamson, NRC, has been looking at this. *Funds*--Each county has pledged some money. Initially, the funds were to be used for data entry, but since each county has already allocated their own resources for this, the funds would most likely be spent on other incidentals. *Final report* would be Larry Zink and Jim Brown's responsibility.

Jim Brown asked Dayle if this run down was what Dayle had been looking for. Dayle agreed that it was. Dayle explained that in the area of translate & import of the PLSS data and formats, NRC has worked on it and is confident that it can be done. However, the attributes would not come across. Larry Zink noted his understanding that the person who created the software has worked with companies to tailor the software to their needs. Contacting and working with him might be one option the committee may want to consider.

Dayle Williamson asked what the timeline was. Jim Brown explained that a formal timeline had not been set, but that he had tentatively thought one through. Training of the primary operators would be completed by the end of September. Then, the data entry would take another two months. The next step would be to take the GPS equipment out so that the GPS work could be done. If all goes well, an optimistic guess would be completion of the project by June 1998.

After some discussion between Jim Brown and Dayle Williamson on the time frame for training, Dayle moved for the Steering Committee to go ahead with the PLSS Pilot Project Proposal with the four selected counties—Adams, Merrick, Dawson, and Hall. Jon Ogden seconded. Actual wording of the motion followed the wording of the PLSS Advisory Committee's recommendation with the initial wording "*The PLSS Advisory Committee recommends that*" deleted. The motion passed (*see vote #4 on the attached Voting Record sheet*).

ANNUAL REPORT TO THE LEGISLATURE—REVIEW OF DRAFT AND ADOPTION.

Larry Zink had previously mailed out a revised version (July 21, 1997) of the Annual Report. The changes included the revisions as recommended from the executive committee with the exception of the Executive Summary which came as a suggestion from Val Goodman. Larry also noted a change to the format that listed the GIS Steering Committee members (Annual Report, page 32). Dennis Burling asked that his director's name be corrected. Jon Ogden moved to accept the Annual Report as distributed. Tom Ryan seconded. The motion passed (*see vote #5 on the attached Voting Record sheet*).

LONG-RANGE PLANNING FOR GIS STEERING COMMITTEE—INITIATING A PROCESS.

Larry Zink explained that it had been almost two years since the GIS Steering Committee had discussed and decided where it was going and what its priorities were, nor has any evaluation been conducted relative to the results of previous planning and goal setting meetings. Larry suggested that the GIS Steering Committee create a committee that would make a recommendation for a planning process. The committee would also make an assessment of what has been done and where the Steering Committee is going. Hearing no discussion, Jim Brown sent this agenda item back to the executive committee and asked that they have some sort of a recommendation ready for the next meeting.

REVIEW OF END OF FISCAL YEAR GIS STEERING COMMITTEE—RELATED

FINANCIAL REPORTS. Larry explained that at the end of Fiscal Year (1997), the GIS Steering Committee had spent \$2,953 or 98% of their budget. These expenses were primarily for Duane Stott and Cliff Welsh's travel expenses to the Steering Committee meetings. Earlier this year, the Steering Committee had put in a larger wish list for more money. However, the budgeted amount of \$3,010 will stay the same for the next two years. Larry had also attached a summary of the expenditures from the PSAN fund. These reports were for informational purposes only.

EDUCATIONAL EFFORTS. Nebraska GIS Update Newsletter. Jim Merchant reported that there is a reallocation of resources within the University of Nebraska as a result of the creation of a new school for Natural Resources. Consequently, a portion of the operating expenses for the Conservation & Survey Division (CSD) is being reallocated elsewhere. CSD has been underwriting the cost-- approximately \$3,500 to \$4,000 per year--of the GIS Newsletter over the past several years. However, CSD is will not be able to continue paying these costs. CSD has offered to pick up the cost of postage which is approximately \$800 per year. The remaining costs are primarily for copying.

Jim Merchant and Larry Zink came up with a list of possible alternatives for the newsletter. Larry noted that he was not endorsing these ideas, but was listing all possible options. There would be some administrative overhead costs for some of these suggestions.

- Cease Publication
- Purge Mailing List
- Subscriptions
- Sponsorships/Advertisements
- Multiple GIS Agency Underwriting (\$1,000 per agency)
- Agencies rotate covering printing costs
- Broaden focus of newsletter; thereby enabling additional agency underwriting
- Reduce number of issues per year

Jim Merchant explained that this was not an immediate crisis. The change in funding would not affect the July issue, but it would affect the Fall issue. Dayle Williamson commented that another alternative would be to further utilize the Home Page. Jim Langtry also commented that if a GIS Users Group was ever put

together, the Users Group could also help support the newsletter. Jim Brown thought there were some organizations that would be willing to help sponsor the newsletter in return for some recognition. Jim asked Lash to check with the League of Municipalities. Jim will also check with the Professional Surveyors Association. Jon Ogden reminded the committee that it was not authorized to accept money from various organizations. Jim Brown agreed. Jim also asked Jim Merchant to send him a copy of the newsletter, then Jim Brown could print the issue; thereby not having to worry about the transfer of any funds. Lash Chaffin also suggested that Jim Merchant purge the mailing list for the League. Then, if Jim sent Lash a clean copy, Lash would copy the newsletter and mail it out with all the mailings that go out for the League.

Jim Brown suggested that Jim Merchant go ahead with the July issue. If need be, there were over \$8,000 in the remaining PSAN funds that could be used for the Fall issue. In the meantime, the committee should continue checking with nonprofit organizations and professional associations for their support. The group agreed to check on the possibility of each agency picking up the printing cost for at least one issue.

Jim Merchant noted that the lack of funding for the GIS newsletter was only one part of a bigger operational issue. The Steering Committee does not have an operating budget to support educational activities, of which the newsletter is one. As a matter of policy, the GIS Steering Committee should have an operating budget for these types of activities and should take this into consideration when doing any long-term planning. To close, Jim Merchant reminded the committee that he needs material for the Fall issue by mid-August.

National Satellite Video Conference on Metadata Implementation. Larry Zink reported that there was a satellite conference on metadata on October 15, 1997. A brochure was mailed to all the Steering Committee members. The conference is being put on cooperatively through NSGIC. The Rainwater Basin was looking for metadata training and this was one option for them. Dayle Williamson noted that two hours was a very short period of time for training. Jim Merchant added that there will be metadata training at the symposium next May. Dayle and Larry Zink agreed that it was also important to continue work on metadata. Jon Ogden felt that the dollars might be better spent elsewhere.

GEOSPATIAL DATA ACCESS AND FEES—SHOULD THE GIS STEERING COMMITTEE INITIATE A STUDY OF THESE ISSUES? Jim Brown noted that he and Larry Zink were very much aware of the political sensitivity of this issue, but they were also aware that a legislative bill was passed during the last legislative session and many counties are initiating rate structures and fees. Jim felt that the GIS Steering Committee should have an understanding of the legislative bill and what was going on. This did not mean that the Steering Committee should necessarily make any recommendations, but at least, it should research the issue and be aware of what is going on in Nebraska and other states.

Jim Langtry explained that Lancaster County and the City of Lincoln, through cooperative committees, had developed a policy. The policy has been run through the City Council and the County Board. The County Board is having hearings on July 29 to get the public's perception on this. Duane Stott added that Scotts Bluff County has a procedure that they borrowed from Utah County several years ago. Jim Langtry noted that Lancaster County had done a nationwide study on what other people are charging and how they are addressing the issues. This information is available to anyone who may be interested.

Lash Chaffin asked if the issue could be broadened to see how much time is spent on public access. Jim Brown did not see a problem with this, but restated his original thought which was to look and see what was happening. Jim suggested a subcommittee to look, not necessarily recommend, at this issue. Jim

Langtry added that LB 590 affects the State, but it did not affect local government. However, a lot of information is being developed at the local level.

Tom Ryan made a motion to create a Geospatial Data Access & Fees Subcommittee consisting of Lash Chaffin, Jim Langtry, and Rod Armstrong. Dennis Burling seconded. Hearing no further discussion, Jim Brown made a call for the roll. The motion passed (*see vote #6 on the attached Voting Record sheet*).

UPDATE ON DOQ/DEM DEVELOPMENT EFFORTS. Dayle Williamson updated the committee on the DOQ/DEM project. In the draft GIS Annual Report, there is a map of the current status of the DOQ/DEM project. This map will be updated once again for the final printing of the GIS Annual Report. The project continues to be on schedule. GPS work has gone beyond original estimates. There are only four more counties to complete. Dayle commended Darryl Williams and the USGS for their timely work on the work share agreement. Darryl confirmed Dayle's understanding that Nebraska was the only state in the nation who was working with the USGS on this type of a DOQ work share arrangement.

Dayle noted that as the Natural Resources Commission (NRC) looks to the future, the DOQ project has caused NRC to lag on some other projects and that is why Dayle has been so cautious with the PLSS Pilot Project. Dayle noted the need for NRC to focus on a number of other planning activities that need to be done around Nebraska. Dayle also explained that NRC has been working very closely with NRCS and CSD on SSURGO Soils development and that has gone very well. Assuming that there are not any changes to the schedule, it looks like the DOQs could be done in three years and the SSURGO Soils project could be completed in five years.

STEERING COMMITTEE MEMBERS UPDATES ON THEIR AGENCY GIS ACTIVITIES.

Jim Langtry. Lancaster County is still in the process of finalizing the GPS work in the City of Lincoln. These points need to be sent to the City Public Works to convert all their data over to the same data which Lancaster County is using (county grid). Lancaster County is also working on an additional aerial photography project that will be a one-foot resolution.

Duane Stott. Last month, Duane gave a presentation to a conference in Dallas (Technology Transfer Center and the Federal Highway Administration). Duane talked to them about the importance of PLSS base mapping.

Dayle Williamson. Several people from the University are looking at some of the DOQs that are done for assistance in precision farming. This will be a challenge and will update what is being done now.

Dennis Burling. In the next month or two, a Request for Proposal (RFP) will be going out to GPS some 12,000 to 15,000 facilities in the State to tie into all the information data that the DEQ already has. The state will be divided into at least seven geographic regions. DEQ will GPS power plants, and waste water lagoons, basically any place with chemical storage.

Dennis Wilson. The GIS from the City of Omaha is starting to evolve into other departments such as Parks & Rec. The City is still trying to sort out who is going to maintain what layers. In 1998, the City is going to do another update by re-flying the areas of Omaha that have significantly changed in the last five years.

Jon Ogden. The Department of Roads continues to work on planning for the development of the transportation layer. Jon will try to get a report ready for the next GIS Steering Committee meeting.

Jim Brown. Other than the PLSS Pilot Project, the State Surveyor's office continues to work on the GPS base station project. The Grand Island station has been moved to a permanent location and the data is available from the State Surveyor's Web site. The Scotts Bluff station now has the software it needs.

Jim is trying to determine what machine dependent or independent language these files should be put up in. Jim would also like to know if users want hourly files or daily files. Jim is in the process of learning about translation and would like to know what will help the users: 1) what operating hours (evening or weekend work)? 2) what file format (language)? 3) what frequency (hourly or daily)? Dayle Williamson noted that NRC would prefer 4 hour.

Larry Zink. Larry was informed that as part of a joint FGDC/NSGIC project, state, federal, and local agencies will be surveyed this Fall regarding currently available "Framework" databases. Larry also explained that he had been contacted by Mardy McCullough, representing the Nebraska Land Title Association. Ms McCullough was interested in getting a background on the GIS Steering Committee's activities and in the possibility of the Title Association's participation in some future projects. Larry also reported the representatives from the State of South Dakota had recently visited Nebraska wanting to learn from our Nebraska Geospatial Data Clearinghouse project.

The next meeting is scheduled for Thursday, September 25, 1997.

GIS Steering Committee
VOTING RECORD

Date 7/24/97

	Roll Call	Minutes #1	NPCs #2	Standards Cate #3	PLSS #4	Ann. Rpt. #5	Date Showing #6				
DAS - Rod Armstrong	A										
DEQ - <u>Dennis Burling</u> Tom Lamberson	P	+	+	+	+	+	+				
CSD - Perry Wigley Les Howard, <u>Jim Merchant</u>	P	+	+	+	+	+	+				
NRC - Dayle Williamson Terry <u>Kubicek</u>	P	+	NV	+	+	NV	+				
PRO - Tom Ryan	A/P				+	+	+				
DOR - Jon Ogden	P	+	+	+	+	+	+				
Surveyor - Jim Brown	P	+	+	+	+	+	+				
LRD - XXXXXXXXXX Val Goodman	A										
John Miyoshi	A										
Blaine Dinwiddie	A										
Cliff Welsh	A										
<u>Larry Worrell</u> <u>Jim Langtry</u>	P	+	+	+	+	+	+				
Lash Chaffin	P	+	+	+			+				
Duane Stott	P	+	+	+	+	+	+				
Dennis Wilson	P	+	+	+	+	+	+				
TOTALS	$\frac{10-P}{9-P}$	9(+)	8(+) 1-(NV)	9(+)	9(+)	8(+)	10(+)				

P = present "+" = voting for
A = absent "-" = voting against
"NV" = not voting