

**Arkansas Geographic Information Systems Board (GISB)
Spring Board Meeting**

**Arkansas Real Estate Commission
AREC Board Meeting Room
612 South Summit St.
Little Rock, AR 72201**

**Meeting Minutes
Wednesday, March 11, 2014
10:00AM - 12:00PM**

- **Board Meeting called to order by Chair, Dr. Margaret "Beth" McMillan at 10:06 a.m.**

- **Roll Call**

Board Members Present:

Dr. Margaret "Beth" McMillan (Chair)
Mr. Randy Everett (Vice Chair)
Mr. Glen Dabney
Dr. Jackson Cothren
Ms. Heather Stevens
Mr. Hershel Cleveland
Ms. Sharon Hawkins
Ms. Kasey Summerville

Board Members Absent:

Ms. Amy Whitehead
Mr. Taylor Wynn

- **Chair Welcomes and Acknowledges Guest**

Guests:

Wade Dunlap, Arkansas Economic Development Commission
Karen Dabney, Mr. Dabney's wife
Subodh Ganta, Department of Finance & Administration
Tracy Moy, Chief of GIS

AGIO Staff:

Mr. Shelby Johnson, Arkansas Geographic Information Officer
Mr. Seth LeMaster, Lead GIS Analyst

- **Meeting**

- **Welcome:** The Chair called for any corrections to the December 3rd Meeting minutes. No one contested the December 3rd minutes.

Motion: to accept the December 3, 2014 minutes- Mr. Glen Dabney

Second: Dr. Jackson Cothren

No discussion; Unanimously Approved.

➤ **Old Business**

1. **AGISO Report** (Shelby Johnson)

Parcel Mapping Project – Garland County is pulling out of the project. There have now been 3 counties that have withdrawn from the project (St. Francis, Cleveland, and Garland). There is a new attorney for AGISO at the Attorney’s Office. Shelby also discussed the value in having a procurement preference for Arkansas businesses in projects like the Parcel Mapping Project.

MAP21/ARNOLD Project – Dallas, Little River, Cleveland, Sharp, and Seveir counties have all been completed. AGISO is continuing to work with the Arkansas Highway and Transportation Department on this project.

USGS Broad Area Announcement for 3D Elevation Program— Benton county applied and were awarded. AGISO committed \$5,000 to Benton county to help with this project, but the county still needs \$60,000 to meet their matching goal.

Legislative Action Items— Our agency’s name has changed from Arkansas Geographic Information Office (AGIO) to Arkansas Geographis Information Systems Office (Arkansas GIS Office or AGISO)

Municipal Boundary Bill — AGISO has been working with Senator Irvin and Senator Flowers and the bill has been filed. This bill will make AGISO the single point of contact for the US Census Bureau. Shelby emphasized that this bill is to help the cities that can’t afford, or do not have the available professionals, to help with their legal boundaries. Randy asked for the board to get a list of the Senate City, County, and Local Committee. Shelby gave the definition of “Legal Description” as it reads in the bill and then described how AGISO has been approved for the Surveying position, but the agency is waiting to get its appropriation and funding.

Special Language added to AGISO Appropriation — Shelby explained how this special language would allow AGISO to move remaining General Revenue funds at the end of the fiscal year in AGISO’s trust fund. This would allow AGISO to contribute funding for data collection around the state.

911 Blue Ribbon Committee— It is an extension of the committee itself and the addition of GIO and the local emergency manager.

New Website— AGISO’s old website failed and our new website is up and running. There are still some bugs, but the agency is working to fix them.

New Personnel in AGISO— Kayla Lyon is AGISO’s new Administrative Assistant. Subodh Ganta is the new DF&A Streamline Sales and Use Tax GIS Analyst.

➤ **New Business:**

1. Bill Sneed Retirement & Debbie Asbury Contribution
 - a. Proposal to honor Bill with a plaque
 - b. Proposal to acknowledge Debbie Asbury with a plaque
2. Introduction of New Staff
 - a. Covered in Old Business
3. Election of 2015 Officers

- a. Proposal for Beth McMillan and Randy Everett to serve again
- 4. Board Expense Reimbursement & Board Authorization of Agency Purchasing Card Use for Board Member Expense
 - a. Approval of Board Meeting Coffee Purchase
- 5. Confirmation of State GIO Appointment Under Governor Hutchinson
 - a. Proposal to confirm the GIO Appointment
- 6. Statewide Imagery Procurement
 - a. Background Story
 - b. Timeline to use funds
 - c. Cities and Counties with recent Imagery
 - d. Imagery as a Service
 - e. New Appropriation
 - f. Funds from Hexagon
 - g. June 2015 Board Meeting
- 7. Agency Name Change
 - a. Covered in Old Business

Bill Sneed Retirement & Debbie Asbury Contribution— Bill Sneed is retiring and will be replaced by Chris from Louisiana. Shelby acknowledged Bill’s work in Arkansas through the years and asked if the Board wanted to honor Bill with a plaque at the Users Forum Spring Meeting. Kasey also mentioned Debbie Asbury from ACD has been replaced and would like to acknowledge her contribution to GIS as well.

Motion: To honor Bill Sneed with a plaque – Ms. Kasey Summerville

Second: Heather Stevens

No discussion; Unanimously Approved

Motion: To acknowledge Debbie Asbury with a plaque – Dr. Jackson Cothren

Second: Randy Everett

No discussion; Unanimously Approved

Introduction of New Staff — Covered in AGISO Report (Old Business)

Election of 2015 Officers— Beth McMillan (Chair) and Randy Everett (Vice-Chair) agree to serve again. The Board has two city/county and two state agency positions available.

Motion: For Beth McMillan to serve as 2015 Chair and Randy Everett for 2015 Vice-Chair – Glen Dabney

Second: Herschel Cleveland

No discussion; Unanimously Approved

Board Expense Reimbursement & Board Authorization of Agency Purchasing Card Use for Board Meeting Expense—

Motion: Approve coffee purchase for Board Meeting – Mr. Herschel Cleveland

Second: Ms. Kasey Summerville

No discussion; Unanimously Approved

Confirmation of State GIO Appointment Under Governor Hutchinson— Glen Dabney and Herschel Cleveland acknowledge Shelby Jonson’s outstanding work with GIO and the worth of the agency. Beth McMillan acknowledges how great of a resource GIS data in Arkansas is to her professionally.

Motion: To confirm the GIO Appointment Under Gov. Hutchinson - Mr. Glen Dabney

Second: Ms. Kasey Summerville

No discussion; Unanimously Approved

Statewide Imagery Procurement— Glen Dabney excused himself from the meeting for potential conflict of interest with his company being a vendor who would bid on this project. Shelby then gave the background story leading up to the imagery procurement project. There is no timeline for using the funds, but will be wise to use them in the near future. Any analysis of counties and cities that have recent imagery would be an issue of “patch working”. The Board’s timeline is to have specifications decided upon by the end of June 2015. Sharon stated AHTD supports this procurement.

Seth explained that AGISO has explored “imagery as a service”, but that this concept does not meet the Board’s requirements for imagery. The new administration specifically informed the agencies that there will be no new General Improvement fund given per agencies request. AGIO’s recommendation for how often imagery should be collected is on a 3 year cycle. Herschel Cleveland reemphasized that he thinks the state should be on a 5yr cycle as a backup plan if we don’t raise enough funds to get a one time statewide procurement.

Jack Cothren asked to further discuss Imagery as a service and asked what were the specifics and could it be done with the \$750,000.00 already given. Shelby explained the details of imagery as a service and stated that AGISO has also explored the imagery as a service that comes with the Hexagon Offer. Jack Cothren asked if it would be possible to use the \$750,000 to acquire the Hexagon deal, and then use the savings of going from one 911 software to put back to imagery. Shelby explained that the funds had to be spent specifically on imagery.

There will be **draft** specifications sent to the Board to adopt. AGISO will have a better idea of where the project stands by the June 2015 Board Meeting. It was recommended that members from the Governor’s Office come to the next meeting to show them how useful imagery is in our state. It was also suggested to pull in the Boards Advisory Panel and get their insight at the next meeting as well.

Agency Name Change— Covered in AGISO Report (Old Business)

➤ **Announcements:**

Beth McMillan (Chair) stated that she will be out of town for the Users Forum Spring Meeting, so Randy Everett (Vice-Chair) will take this responsibility and present. The Chair thanked everyone for coming and entertained the motion to adjourn.

➤ **Adjournment**

Adjournment was at 12:13 p.m.

Motion: Randy Everett

Second: Jack Cothren

Next Meeting: June 3, 2015

Minutes Adopted 6-3-15

Landy Everett Vice Chair
Dr. Margaret "Beth" McMillan, Chair (Signature)