Geographic Information Technology Committee
December 3, 2008 Meeting Minutes
Department of Information Services
James R. Larson Forum Building Boardroom
605 11th Avenue SE
Olympia, Washington

Members Present:
Tracy Guerin, Chair
Jim Eby (for Jeff Koenings)
Carol Fleskes
Alan Mikuni
Dan Russ
Grant Rodeheaver
Scott Van Hoff

Members Absent:
Glenn Anderson
Frank Westrum

Roll Call

Tracy Guerin, Department of Information Services (DIS) and Geographic Information Technology (GIT) Committee Chair, called the meeting to order. A sufficient number of members were present to constitute a quorum.

Approval of the Minutes

The Committee moved to approve the minutes from the September 18, 2008; October 13, 2008; and October 31, 2008 GIT Meetings. The motion passed unanimously.

Orthoimagery Governance Documents

George Spencer, Department of Transportation (DOT), presented three Orthoimagery Portal Governance Documents for approval: Orthoimagery Portal Business Rationale; Orthoimagery Portal Data Stewardship Roles and Responsibilities; and the Orthoimagery Portal Operations Roles and Responsibilities. The following revisions were recommended:

Orthoimagery Portal Business Rationale

- Section 1.3 Orthoimagery Portal Business Rationale
  - Resolve grammar issues.
  - Add references to the state Information Technology (IT) strategy goal on GIS infrastructure.

Orthoimagery Portal Data Stewardship Roles and Responsibilities

- Section 1.4 Framework Data Management and Governance

- Information Services Board (ISB) GIT, add a role to "approve charters for framework governance groups."
- Orthoimagery Steering Committee, add a role to "develop and maintain its charter including sponsor acceptance of the charter."

- Section 1.5 Roles and Responsibilities
  - Second bullet on Page 8 change "Orthoimagery Operations Steering Committee" to "Portal Operations Steering Committee."

Orthoimagery Portal Operations Roles and Responsibilities

- Section 1.4 Participating Groups
  - ISB GIT, add a role to "approve charters for framework governance groups."
  - Portal Operations Steering Committee, add a role to "develop and maintain its charter including sponsor acceptance of the charter."
  - Add Department of Health as a member of the Portal Operations Steering Committee.
  - Remove Framework Management Group from the table.
  - Add the "Program Office" as a placeholder in the table.
  - Reword first line of the Operations Steering Committee description and first bullet in the roles.
  - Add two bullets under the Portal Operation Team role.

Motion: The Committee moved to approve the Orthoimagery Governance Documents as amended. The motion passed unanimously.

Orthoimagery Portal Operations Budget

Joy Paulus, DIS, gave a status report on the Orthoimagery Portal Operations budget.

Ms. Paulus explained that since the completion of the Orthoimagery Portal project in July 2008, the project team has been working on production testing, identifying implementation next steps, and enhancements to the Orthoimagery Portal for the current and future biennium.

Tim Young, Department of Fish and Wildlife (DFW), presented the Orthoimagery Portal Maintenance and Operations Budget for current and future enhancements.

Two staff recommendations were made to the Committee: to load the state and DOT project data and to upgrade Orthoimagery Portal software from version 9.2 to version 9.3 of the ArcGIS Server and Image Server software. The full set of Orthoimagery Portal enhancement options included:

1. Orthoimagery Portal storage device;
2. Load state and DOT project data;
3. Portal test/develop environment;
4. Upgrade Orthoimagery Portal to software version 9.3;
5. Expand storage capacity; and
6. Expand user capacity.

The Committee expressed concerns that revolving funds may not be available to support the Orthoimagery Portal enhancements in the next biennium and adding additional costs may be problematic. It was recommended that item number three be dropped from the enhancement options.

Motion: The Committee moved to approve $21,880 to fund the loading of state and DOT project data and to upgrade the Orthoimagery Portal to software version 9.3. The motion passed unanimously.

The Committee asked Ms. Paulus to research options for how the Orthoimagery Portal carry-over funding of $16,320 could be preserved for the next biennium. The Committee requested a conference call be scheduled within ten days to discuss her findings.

Mapping Water Surface Hydrography Project

Dan Saul, Department of Ecology (ECY), gave a status report on the Hydrography Research and Development project plan.

Mr. Saul said the 2009-11 Biennium budget request did not receive the necessary support to fund the creation of a consolidated hydrography layer that would be used by ECY, DFW, and Department of Natural Resources (DNR).

Mr. Saul stated that the Hydrography Steering Committee met with the Pilot Technical Team on November 19, 2008 to review the results and discuss whether the pilot team should continue to meet and how best to proceed.

Washington State National Agriculture Imagery Program (WA NAIP) 2009

Tim Gregg, DNR, gave a status report on the WA NAIP 2009 project. Mr. Gregg said $695,000 needs to be raised for full statewide coverage at a two foot resolution. If WA NAIP partners want the Infrared (IR) band then additional funds will be required. The Washington Geographic Information Committee (WAGIC) website describes what

the products are and how organizations can participate.

The goal is to get purchase orders from each of the organizations that want to participate by December 2008. Organizations will send a letter of intent to participate in the partnership.

Member Updates and Announcements

Ms. Paulus said Pat Cummen's presentation to the Information Services Board on State Geographic Information Systems (GIS) Initiatives and Trends will be presented again on December 17, 2008 for those who wish to attend.

Dan Russ, Military Department (MIL), stated that Major General Tim Lowenberg, MIL, has recently participated in meetings on the web mapping application Virtual Alabama. Ms. Guerin said Ms. Paulus is researching the Virtual Alabama application and will update the Committee at a future meeting.

Meeting Adjournment

The meeting was adjourned.