

MINUTES
Maine Library of Geographic Information Board Meeting
Wednesday, 16 Jan 2019
10:00 AM to 12:00 Noon

Maine Public Utilities Commission, Second Street, Emerson Room, Hallowell

Attending	Present	On the Phone
Jon Giles, CHAIR	X	
Patrick Cunningham	X	
David Edson	Absent	
Betsy Fitzgerald	Absent	
Brian Guerrette	X	
William Hanson		X
Maria Jacques	X	
Nate Kane	X	
Claire Kiedrowski		
Brian Lippold		X
Vern Maxfield		X
Jake Metzler	Absent	
Vinton Valentine	Absent	
DAFS Commissioner Appointee	(vacant)	
Public	(vacant)	
Statewide Association of Regional Councils	(vacant)	
Staff:		
Exec Dir Claire Kiedrowski	X	
Guests:		
Mal Carey	X	
Aaron Weston		X
Bob White		

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Place: Emerson Room

[Maine Public Utilities Commission](#)

[Second Street](#)

[Hallowell, Maine](#)

Call In: (877) 455-0244, Participant #: 367-352-2033

AGENDA

1. Roll Call of Members

- a. Motion to accept the discussion notes of June 20, 2018 made by [Jon](#) Seconded by [Nate](#)

Voted: 6 Yea _____ Nay 3 Abstained, [Bill Hanson](#), [Maria Jacques](#), [Patrick](#)

- b. Motion to approve the minutes of October 17, 2018 made by [Nate](#) Seconded by [Maria](#)

Voted: 7 Yea _____ Nay 1 Abstained, [Bill Hanson](#)

2. Election of Chair

- a. Motion to nominate [Jon](#) as Chair of the GeoLibrary Board for 2019 made by [Patrick](#) and seconded by [Maria](#)

Voted: 8 Yea _____ Nay _____ Abstained

- New email Jon Giles: jgiles@portlandmaine.gov

3. 2019 Meeting Schedule (3rd Wed each month with no meetings July, August and November)

- a. 02/20
- b. 03/20
- c. 04/17
- d. 05/15
- e. 06/19
- f. 09/18
- g. 10/16
- h. 12/11 (Note – 2nd Wed)

- Confirmed – meetings schedules above
- Meeting will be hosted at PUC
- Invite Maria first and she will add the room to the meeting invite
- Public parking along side of the building, additional space behind Camden National. There is a new Town parking lot.
- Skype meetings will be included in future meetings

4. Executive Director Report - By Committee

- a. Executive Director Replacement Update – Brian –

Through Knowledge Services contract with OIT, selected an interim Executive Director to assist the board and interface with MEGIS; Claire Kiedrowski – in her new role Claire will step down as a board member soon to avoid any issues of conflicts. This contract is in place through June 2019.

- A new position will be opening on the board. If anyone knows of someone that wants to represent GIS vendors have them contact Jon Giles directly for logistics.

- OIT is still looking to replace Joe Young's state position to manage the MEGIS team and keeping the Executive Director role separate.
 - Talk about different options – state employee to fill part-time or have the board pay for Executive Director – having Claire here as a contractor may give us some flexibility
 - Brian Guerrette submitted into Budget a request 1 full-time and 1 part-time positions to separate the roles that Joe was filling. Currently, with the new administration on board nothing has been approved.
 - Contract is \$50K through June 2019
 - Potential conflict of interest as a state employee for the lobby but there is also a Potential conflict of interest when you have a vendor in this position
 - We looked at that and in the short term 6/2019 – only conflict would be if there was a new project that Claire/company would bid on.
 - 2017-2018 flying work is in the process of being finished and delivered – 4 years left, and prices are fixed.
 - An issue being an out of state company being the Executive Director for this board - and not being a Maine based company
 - Board make the decision on the hiring of this position
 - Invoices are approved and submitted for payment by Brian Guerrette – after review from Executive Director and the Board confirming services delivered.
- i. LiDAR
- Spring 2018 not finalized – flight lines that need to be re-flown, has that been done? No information at this time, will report back at the next meeting
- ii. Orthoimagery
1. 2018
 - 2017-2018 imagery data is late – priority for Claire to get this done. There were image quality issues this past season, mostly due to a sub contractor having an oil leak that got on the camera lens causing hazy images
 - Data was shipped on Monday 2/4 to the state, not all – in process
 2. 2019
 - We will miss the spring 2019 window if we do not have Claire work on this on the near future.
 - MOUs need to get out – participants agree to pay the estimated amount and commits the state to add them to the tasks list of flying vendors
 - Issue a task order to the flying contractors – needs to be wrapped up by March
 - Penobscot looking to participate but since they didn't hear from the board did not include monies into their budget but is looking to participate and may want to be on payment plan – awaiting confirmation
 - Hancock county have new staff and need to be educated –but haven't heard back from them.
 - We need to keep track to make sure counties have buy in early and understand the process, even if it is a five-year process
 - We may fly towns versus counties this year. Several communities want to participate – we may have about 10 municipalities

iii. Annual Report Review –

- Needs to get finalized – Claire will need assistance on putting this together
- Need to add the accidental defunding of MEGIS into the report
- Mention the unexpected retirement of head of MEGIS and Ex. Director to the Geolibrary board.
- Please contact Claire or Jon if you would like to assist and it doesn't have to be just the board members, can be consistent guests.
- Legislation - Representative Devin sponsored a reanimated bill of LD 318, currently called LR 1939
 - Last session LD 469 – a bill data collection/acquisition for monitoring sea level issues – sponsor by Rep. Devin, both bills are aligned and could complement or assist one another. Jon/Rep. Devin discussed the idea of bringing both bills back in this session. Maybe one bill, not sure at this point.
 - LD16 – paying for infrastructure to address sea level rise changes that may have some overlap on things we are trying to do.
 - Patrick lobbying on behalf of R&D tax credits technology that need to be reinstated and possibly some other technology things. Please keep Patrick in the loop on any LDs so that he can bring them up in his conversations
- Annual Report is sent to State and Local Government (SLG) & Environmental Natural Resource (ENR) committees
- General Bond request will go before the Appropriations and Financial Affairs (AFA) Committee

2. Key priorities

- Setting up 2019 acquisitions
- Annual Report
- USGS application (Grant) this Fall

5. Strategic Plan Workgroup Reports

a. Coordination & Communication – Jon

- No formal report. Trying to get another Bond issue in front of the voters

b. Education & Training – Vinton

- Vinton absent - Nothing to report today
 - Global mapper training end of January
 - Maine Land Surveyor conference end of January
 - NEARC group – this fall, date TBD will be held in Sunday River

c. Geospatial Data – Joe/Jon

- No advance on the data front, committee meetings have been cancelled due to Dan/Joe availability.
- Invite received 2nd Thursday of each month starting in February

d. Geo-Parcels Workgroup – Joe/Jon

- Partial standard has been finalized and hopefully Feb agenda item for discussion to finalize and approve

6. Committee Reports

a. Finance Committee – Jon/Brian

- Brian/Claire meet with the finance team to get Claire up to speed on who does what. Reviewed report/grant and will have a final report back to the board at the next meeting

b. Technical Committee

- No update but encourage members to look at the state data catalog, changes have been made. Data now available through the Data Portal and consistently in Open Data formats.
- Ortho imagery for 2017, some overlapping issues and still working on it and putting it into services
- Each Dept/Agencies are contributing to the data portal directly instead of sending the data to MEGIS for posting.
- Mid/late Feb looking to add more support work for next release. Development teams stated it is not 100% but it is working. Any issues, please provide it to Todd/Brian.
- Elevation Discovery Site – accessing lidar derived products. Only available was 2014 older – 2015, 2016, 2017 had not been turned into lidar derivative products like DEMS/Contours – if not available now will be in near future- will have update next month. They are to be done by tiles not by towns.
- Created GIS Council (technical) – key stakeholders from power users from state agencies, PUC, DEP, DOT, ATF, DMR, IFW to help us on what the day to day need is to do their business.
- GIS Executive Committee – handles Policy and budget
- Similar Data Portal – compared to Maine is the state of Vermont.

c. Policy Committee –

- No report

d. Membership issues

- Look on the website to check the length of your term – send email to Jon if your term is expiring and if you have interest in continuing
- Number of vacant seats on the board – reinitiate a membership drive to get the seats filled
 - Public seat is vacant
 - Aaron has expressed interest in taking a seat
 - County Representative – Jon will reach out to Betsy Fitzgerald from Washington County to see if she is still interested
 - Any candidates in mind, let Jon know
 - DAFS Commission- appointee
 - Statewide Association of Regional council
 - Work on updating the website.

7. Guest Comments

Mal:

- Lincoln County Ortho – do we know that part of project getting delivered or still pending? Lincoln county is included in the deliverable. Do we know who is doing the QAQC for Lincoln County? Jon provided a list of names to Woolpert. Woolpert has a process where they review data and hired Cornerstone as part of the sub consultant for the QC services, and the state has access to that. Later in Fall season included others to view and comment. Gone through various QC processes. Mal wasn't included and was expecting to.

- LRPC has a disk to be loaded up when available. Brian will take it and hand it off to Todd
- 2019 there is some ortho interest from Lincoln county that had been expressed. There are several communities in the county that were already flown that want to participate. They missed out on the 2018 program and asking if they can participate in 2019, yes. Can Mal get the list to check the towns. Claire does have a list and will have it available for the next meeting
- Parcel Doc revise online? Not yet, but we will distribute before next meeting
- Good to hear Open Standards being worked on and notable progress being made
- Further discussion is to have old data catalog linked to new location, transition period of couple years

8. Recommendations for next meeting agenda

- Discuss Ex. Dir. Position going forward in new fiscal year
 - Policy Committee -assign short task list – regarding the Ex. Dir. conflicts of interest, transparency, roles and responsibility tasked to the Ex. Dir, etc. Also note that the Board would like the opportunity to review the Executive Director role and to participate in the decision-making process.
- New Geoparticle Standards
- Finance Committee Report
- Annual Report
- Out Reach -Training – how do we get the word out
- 2018 Lidar Acquisition
- Spring 2019 imagery

9. Adjourn – 11:52AM