

**Attendee List**  
**Maine Library of Geographic Information Board Meeting**  
**Wednesday, March 18, 2020**  
**10:00 AM to 12:00 Noon**  
Virtual Meeting by SKYPE and Call-in

<b>Attending</b>	<b>Present</b>	<b>On the Phone</b>
Jon Giles, CHAIR		<b>X</b>
Patrick Cunningham		<b>X</b>
Betsy Fitzgerald		<b>X</b>
Brian Guerrette		<b>X</b>
Katie Bernhardt		<b>X</b>
Maria Jacques		<b>X</b>
Nate Kane		<b>X</b>
Brian Lippold		
Vern Maxfield		
Jake Metzler		<b>X</b>
Vinton Valentine		<b>X</b>
Leticia vanVuuren		<b>X</b>
Aaron Weston		<b>X</b>
Joseph Young		<b>X</b>
DAFS Commissioner Appointee	<b>(vacant)</b>	
<b>Staff:</b>		
Executive Director Claire Kiedrowski		<b>X</b>
Note Taker		
<b>Guests:</b>		
Mal Carey		<b>X</b>
Dan Walters		<b>X</b>
Todd Metzler		
Bob Bistras		

Emily Pettit		<b>X</b>
Clarence Young		<b>X</b>

**Maine GeoLibrary Board  
Meeting Minutes  
March 18, 2020**

**Opening**

The regular meeting of the Maine GeoLibrary Board was called to order at 10:04 am on March 18, 2020 by Jon Giles. All attendees connected remotely due to the COVID-19 pandemic.

**Present**

Jon Giles, Claire Kiedrowski, Patrick Cunningham, Betsy Fitzgerald, Brian Guerrette, Katie Bernhardt, Maria Jacques, Nate Kane, Jake Metzler, Vinton Valentine, Aaron Weston, Joseph Young, Leticia vanVuuren, Mal Carey, Dan Walters, Clarence Young, Emily Pettit

**Absent**

Brian Lippold, Vern Maxfield

**Approval of Agenda**

The agenda for this meeting was approved as distributed.

**Approval of Minutes**

Motion to postpone approving the February 19<sup>th</sup> meeting minutes until next month made by Nate Kane, seconded by Betsy Fitzgerald. Voted:   12   Yea   0   Nay      Abstained

*Executive Director Report – Claire*

- Board member update:
  - Seat #1: Brian has a few names from Department of Economic and Community Development (DECD) and has discussed it with the Commissioner. It is still in progress.
  - Seats #4 and #9: Claire has not been able to check in on these since February (Nate Kane and Betsy Fitzgerald are named for those seats).
  - Seat #8: Leticia vanVuuren has been appointed to the Statewide Association of Regional Councils seat and is now a voting member of the Board.
  - Seat #12: Brian Lippold would like to step down.
  - Seat #6: Patrick Cunningham has been re-appointed and represents Municipal Government.
  - Seat #7: Vern Maxfield would like to continue.
  - Seat #11: Jake Metzler would like to step down (Environment Interests). Conversations are continuing with Sarah Haggerty.
  - Ken Murchison and Rosemary Mosher are both interested in serving on the Board.
  - Jon Giles is considering putting his name in for Seat #12 to represent Municipal Government, or letting his current term expire next Spring (February 23, 2021).
  
- Finance Report:
  - Brian Guerrette, Derek Gorneau, Claire Kiedrowski, Nate Kane, Joseph Young were all present at the March 9<sup>th</sup> meeting; as of that date, there is a current cash reserve balance: \$1,190,076.62
  - Contract liability and grant funds available have not changed
  - Available GeoLibrary funds after 2020 Maine orthoimagery and LiDAR programs: there is state match and client billings; Woolpert, Quantum, and Dewberry have contract liabilities. Grant funding from USGS is pending. The potential available money for after

the 2020 commitment and assuming the programs occurs as planned, based on all available information, is \$681,689.01.

- Jon: the only ortho flight that's been planned and committed to at this time is Penobscot County, correct? Claire: yes, they're paying on a payment plan, with 2022 being the year of final payment.
  - Jon: does the board have a sense for when they'll fly Penobscot? Claire: Spring 2022.
  - Jon: what hasn't been specifically decided is what counties will be flown in 2021; Claire: that's correct; Jon: could certainly do something more than Penobscot in 2022, but for now that is the only one the Board has committed to. There has been some back-and-forth with Oxford County.
  - Claire: yes, the Geospatial Data group had planned to discuss where some of the funds would go, but the meeting did not take place.
  - Joe: Somerset County is quite interested and wants to move forward; Jon: right, so the next step is to try to find funding and matching partners.
- Land Cover:
    - Claire has been communicating with Kasey Legaard to create a list of potential funding organizations that have expressed interest in the program.
  - Crown of Maine LiDAR (2018 & 2019):
    - Claire: there have not been any changes recently; there was a lapse in communications with Dewberry and the process has restarted. There have been some issues with the 2018 delivery; Claire is waiting on an update from Quantum. The contract with USGS has been extended until November 15, 2020.
  - USGS Broad Area Announcement (BAA) for Spring 2020 LiDAR:
    - Claire: the project covers over 2700 square miles; the BAA grant proposal has been recommended for 3DEP funding of \$421,709.
    - Dan: we should be prepared for delays caused by the COVID-19 pandemic that will make it difficult for the service providers to complete their work.
  - 2' Contours:
    - Claire: the deliverable from Quantum Spatial did not have hydrographic enforcement, so contours crossed water bodies. Claire met with Quantum, Quantum requested a shapefile of problem areas but said they were willing to investigate since the quality level indicates that breaklines are available, which would be used in the contour generation process. Claire needs to meet with MEGIS about the shapefile.
  - Maine Orthoimagery 2019
    - Claire: the 45cm (18") was a leftover from previous years and did not pass GeoLibrary quality control. Eric Cole has returned to work at Woolpert and is once again the Primary Point of Contact. Emily has been working to identify areas with quality issues. John Rice, Jon Giles, and Maria Jacques are also to be given access to review imagery.

- Maine Orthoimagery 2020:
  - Claire: Memorandums of Agreement are in progress and the work order with Woolpert is in progress as well. Contract discussions with Woolpert are ongoing. The coverage area has not changed since the last Board Meeting update.

#### *LD1719 – Joe Young*

- It was passed by committee last week; the language was substantially changed from the original submission. The final LD1719 is attached to Claire’s email. There is no funding attached to the LD and there is no connection to Legislative entities. It was pared down to a study that will be conducted through the Department of Agriculture, Conservation, and Forestry (DACF).
- Joe: the Board should revise and re-draft the old RFP to address some of the issues incorporated in the new study. At minimum the Board needs to update the strategic plan.
- Maria: did this ever go to the floor? Joe: no it did not, it isn’t official. Maria: that means it’s likely to die because it won’t be seen as an urgent or emergency legislation. If it doesn’t pass, the Board could re-submit next year. Joe: regardless the Board needs to pursue this.
- Patrick: did they pass the budget? Maria: they revised it significantly and had significant changes; Betsy: they cut out almost \$60,000,000 but it did pass.
- Jon: this was basically an emergency session already; what’s the likelihood of having another emergency session? Maria: they didn’t officially adjourn, so they could return, but likely would return only for a very limited term to address the highest priority issues.
- Jon: so it’s not impossible but highly unlikely to pass. Does Joe think that some of the stakeholders and participants who were going to assist with the study might be generous enough to help fund the strategic plan renewal? Joe: unsure. Joe recommends going ahead with the study regardless if the study passes since the participants have been identified. Since there is no funding attached to the revised LD, it could go forward independently.
- Maria: did the Commissioner of Agriculture say they would go ahead without the funding? Joe: yes, spoke with Commissioner Beal and Bob Marvinney at the time of the committee passing the LD, they said they would be going ahead with the study. It might be an issue if there is no legislative approval.
- Jon: that’s a question that needs to be asked; the Board does need to move forward somehow and it would be worthwhile to ask the study participants if they would be willing to support the effort even if the legislature doesn’t pass the LD. Joe: yes, note that the state agencies aren’t expected to provide funding for the strategic plan.
- Joe: sees the strategic plan as a way to inform the study.
- Joe: is the Board going to do a committee to address this? Vinton: does this fit under an existing committee or does it need a new ad-hoc committee?
- Claire: policy or communication committee? Vinton: either would probably work; for the RFP, the Board needs the terms of the RFP before it goes to the finance committee.

#### *Committee Reports*

- Ad hoc Geospatial Data Catalog Committee
  - Emily: MEGIS has not performed any further updates on the BETA page but has at last count received fifteen survey responses. A reminder email is going out soon to refresh awareness about the survey and request feedback.
  - Patrick: has there been any discussion about a webinar of some sort to introduce the new page? There was going to be a demonstration at the MMA conference in late April

but that conference has been postponed until December so it may be nice to pursue a virtual webinar or some other approach.

- Maria: the Board should continue sending out reminders, but there is a concern is that if a WebX is set up it may be limited participation or access.
  - Claire: would setting up a simple YouTube video to address top user questions be an alternative? Maria: WebX presentations can be recorded and saved so that people unable to join can access the recordings and watch when time allows.
  - Patrick: the webinar would be April sometime, if attendance is low it could be recorded and shared; Maria: that's what PUC does for meetings to help people who can't attend.
  - Jon: plan on having an email going out March 30 or 31 to Board members to remind about central outreach; hopefully by then members will have a better sense of what's possible or not and whether it can be done before the polling period ends.
- Finance Committee
    - This topic was covered earlier in the Executive Director's report.
    - Brian: currently in the process of putting together the next biennium budget for Maine Office of GIS and the GeoLibrary. Brian is working on compiling information about what to ask for in the budget; Brian will be reaching out to state agencies about addition data acquisition needs. Outreach and marketing funding were also discussed.
  - Technical Committee
    - Brian: there hasn't been a meeting, all the work has been focused on the BETA Data Catalog page.
  - Policy Committee
    - Vinton: discussion about bylaws with Joe Young beyond what is in legislation and existing policies, the decision was that no bylaws needed to be created. Joe was going to review policy to see if existing policy covers needs or not and Joe has not had a chance to do that yet.

#### *Workgroup Reports*

- Coordination and Communication:
  - Jon: no update.
- Education and Training:
  - Vinton: the Maine Municipal Association (MMA) conference has been postponed to December, the Maine Emergency Management Agency (MEMA) conference has been postponed to September, the lightning talks at MEGUG are postponed to May 16 at the same location and at no cost to participants but registration is needed.
  - Patrick: Blue Marble GeoTalks are currently happening today and go until 4:30pm. There are more discussions about transitioning events to online formats. Blue Marble had GlobalMapper training moved to the end of May at their new satellite office in Brunswick. The Spring NorthEast Arc Users Group (NEARC) conference is still set for May 19 in Massachusetts.

- Geospatial:
  - Dan: the next meeting is scheduled for April 9<sup>th</sup> and will address recommendations on completing the current five-year cycle and plans for 2023 and beyond relative to the orthoimagery program. Dan canceled the last meeting because the workgroup didn't have time to assemble all the required documentation to discuss the orthoimagery.
- GeoParcels:
  - Jon: no update.

*MGI/MEGUG/GeoLibrary Symposium - Jon*

- Jon has not been in contact with anyone from the Maine Geospatial Institute or MEGUG or GeoLibrary on this topic
- Vinton: comments on the draft report were collected and provided to facilitator to update.
- Vinton isn't sure where in the process that effort is. MGI is planning their strategic planning meeting for mid-April (possibly the 17<sup>th</sup> ) but that isn't set given the changes with in-person meetings.

**Agenda for Next Meeting**

Explore options for virtual meetings that works for everyone, given the current situation the next meeting should plan to be remote.

**Adjournment**

Meeting was adjourned at 11:24 am by Jon Giles. The next general meeting will be at 10:00 am on April 15, 2020.

Minutes submitted by: Emily Pettit

Revised by: Claire Kiedrowski