

Attendee List
Maine Library of Geographic Information Board Meeting
Wednesday, October 21, 2020
10:00 AM to 12:00 Noon

Attending	Present/Online	Notes
Jon Giles, CHAIR	X	
Katie Bernhardt	X	
Patrick Cunningham	X	
Betsy Fitzgerald	X	
Brian Guerrette		
Maria Jacques	X	
Nate Kane		
Brian Lippold		
Vern Maxfield	X	
Sarah Haggerty	X	
Vinton Valentine	X	
Aaron Weston	X	
Leticia van Vuuren	X	
Joseph Young	X	
DAFS Commissioner Appointee	(vacant)	(vacant)
Staff:		
Executive Director Claire Kiedrowski	X	
Heather Colfer	X	
Guests:		
Dan Walters	X	
Kyle Avila	X	
Marty Curnan	X	
Matt Dube	X	

Tara King	X	
Andy Smith-Petersen	X	
Clarence Young	X	
Todd Metzler	X	
Emily Pettit	X	
Bob Bistras	X	

1. Roll Call of Members – Jon Giles
 - a. Motion to approve the minutes of September 16, 2020 as corrected, made by ____
Seconded by ____
 - b. Corrections:
 - i. Spell out SOM (State of Maine) and COM (Crown of Maine) for clarity.
 - ii. Section 2.c.3: Clarify that the line about \$12K not being moved is referring to the next biennium.
 - iii. Tabled until next meeting for clarification from Brian Guerrette on section 2.c.3.

2. Finance Committee Report – Jon Giles
 - a. Many discussions came "What can our funds be used for? What ones are subject to matching, what ones are not.
 - i. Working with Derek Gorneau and Tony Gorneau (State of Maine Finance staff) to clarify where are finances are.
 - ii. Derek found out that general funds, bond funds, fund from other State agencies are considered State funds and require a match. Non-State funds do not require a match.
 - b. More questions regarding infrastructure costs, strategic plans, marketing, training, etc., and the answer was funds used for data acquisition and support were fine. Travel and conferences would not be acceptable.
 - i. Possibly look at revising statute to clarify that, but in the past, that hasn't' been successful. Perhaps have policy committee work on it instead.
 - ii. Policy committee is now going to be active with Maria Jacques as chair and Katie Bernhardt and Joe Young joining as well. Thank you to Vinton to holding down the fort.
 - c. Funding priorities, which will be discussed by board.
 - d. Derek/Finance will check with Attorney General's office regarding set up of operations fund, to keep those funds separate from the reserve fund.
 - e. Derek/Finance want to do research on historical matching data, to see how effective we've been at meeting the 1:1 match.
 - f. Policy Committee has been a person of 1 (Vinton Valentine), Maria Jacques has agreed to chair, Katie Bernhardt and Joe Young have agreed to join it as well. Vinton will be stepping down.

3. Geospatial Funding Priorities Discussion, review Poll Results – Claire Kiedrowski
 - a. Survey was sent out to GIS Council, GeoLibrary Board and Geospatial Workgroup.
 - b. 18 people responded

Federal – 1	State – 8	County – 1	Local – 2
Institution – 1	Private – 3	No Answer – 2	

- c. Maine GeoLibrary has over \$900K in reserve account, but current and anticipated programs would need \$1.6M.
- d. Orthoimagery: We're in the 3rd year of a 5-year program with Woolpert as prime consultant and acquisition provider. Original intent was only to partially fund for counties (organized territories), but we are now considering Unorganized Territories (UTs).
- e. LiDAR - Quantum Spatial and Dewberry provide these services.
- f. SURVEY RESULTS
 - Entire State Priorities
 - 1 - Orthos
 - 2 - LiDAR
 - 3 - LiDAR
 - 4 - Land Cover
 - 5 - Parcels
 - Agency or Institution Priorities
 - 1 - Orthos
 - 2 - Orthos UT
 - 3 - Land cover
 - 4 - LiDAR
 - 5 - Orthos UT/Parcels (tied)
 - Program Support
 - 1 - Support just a few projects and get the best value
 - 2 - Support a limited number of projects
 - 3 - Support all projects in small ways
- g. Bathymetric LiDAR was also suggested.
- h. Survey question regarding potential funding partners received more answers for potential data users than partners.
- i. Claire shared spreadsheet showing what funding we would need to complete 2021 and 2022 Projects
- j. Betsy - anything in rules & regulations that precludes us from offering a subscription service to access aerial imagery?
 - i. Understanding by Jon Giles, there is a cap on the fee we can charge, with a formula.
- k. Headway being made with land cover funding.
- l. Claire shared map with LiDAR areas already mapped and the area we're still looking at with QL3 or data older than 8 years. Cost is probably at least \$700K or more.
 - i. The Nature Conservancy is primarily interested in data along the coastline.
 - ii. Maine Coast Heritage Trust has several areas along coast they are actively managing, specifically in Washington County.
- m. MOTION made by Joe Young, seconded by Betsy Fitzgerald, to allocate up to \$200K to Orthos for communities and/or UTs, \$250K to LiDAR and \$200K to Land Cover, all for 2021, providing a matching amount is received.
 - i. While Unorganized Territories were not included in the initial Orthos program, and therefore not subject to the 1/3:2/3 funding model, UTs were flown in Hancock County during this program and were funded using the 1/3:2/3 model. We are also planning to fly for Penobscot County (not Penobscot UTs) in 2022 using the 1/3:2/3 model.

- ii. Claire requested that Joe amend his motion for Orthos to use 1/3:2/3 model in current program; increase Land Cover to \$225,500, as that is the estimated amount needed. Joe agreed and amended his motion.
- n. AMENDED MOTION by Joe Young, seconded by Betsy Fitzgerald to allocate up to \$200K to Orthos for communities and/or UTs and use the 1/3:2/3 funding model, up to \$250K to LiDAR and \$225,500 to Land Cover, all for 2021, provided a matching amount is received.
VOTE: 9 Yea, 0 Nay, 0 Abstention: MOTION PASSED

** NOTE - 7 affirmative votes required for a motion to pass.

4. Strategic Plan RFP – Joseph Young

- a. Draft of RFP does not specifically include items from the Study Legislation as it was thought they would come out as part of the strategic planning process.
- b. Purpose of RFP does not match the Scope of Services in the draft. Part I Introduction is there to provide background information to the bidder, standard language for RFPs.
- c. This is intended to be a rough draft outline. We need to engage State of Maine Purchasing for necessary formatting.
 - i. Mal Carey submitted some comments; Joe asked Mal to format them so that he can incorporate them into the document.
- d. Established Strategic Plan Committee, which will include Claire Kiedrowski, Joe Young, Betsy Fitzgerald, Leticia van Vuuren, and possibly Brian Guerrette and Heather Colfer. Others who are interested in joining should contact Claire.
- e. MOTION made by Joe Young, seconded by Betsy Fitzgerald, that the Strategic Plan Committee work with State of Maine Purchasing to develop the RFP to obtain strategic planning services.
VOTE: 9 Yea, 0 Nay, 0 Abstention; MOTION PASSED

5. Executive Director Report – Claire Kiedrowski

- a. Board Members Update
 - i. No changes in membership.
 - ii. DAFS seat - has a name and needs to reach out to the individual.
- b. Project Reports
 - i. LiDAR
 - 1. Bare Earth tiles are now available.
 - 2. Memory server Upgrade is in progress for MEGIS. Once this is done, the 2' Contours for both the Crown of Maine and the remainder of the State will be served.
 - 3. Southern Coast LiDAR is on track
 - ii. Orthoimagery
 - 1. QC for 3", 6" and 12" orthoimages are in progress. Then the 18" imagery will need to be QC'd. Project still seems to be on schedule.
 - iii. Land Cover
 - 1. MeDOT has made verbal commitment on funds for this project, working on Memorandum of Understanding. Additional funding is still needed.
- c. Meeting Schedule
 - i. November - no meeting
 - ii. December - meeting on 9th, which is 2nd Wednesday, instead of 3rd Wed.

- iii. Spring imagery - who is providing hard drives with data to participants? The GeoLibrary is providing hard drives out of its funds and sending them to the participants who request them. For anyone outside the program, they would need to purchase a new hard drive from the state of Maine and pay for the copying services.
 - d. Priorities discussion – See #3 above
 - i. Data acquisition
 - ii. GeoLibrary Operations
6. Committee Reports
- a. Finance Report – Jon Giles
 - i. See #2 above
 - b. Technical Committee – Brian Guerrette
 - i. No report.
 - c. Policy Committee – Maria Jacques
 - i. No report.
7. Workgroup Reports
- a. Coordination & Communication – Jon Giles
 - i. No report.
 - b. Education & Training – Matt Dube
 - i. Maine Geospatial Institute is hosting 3 events in conjunctions with World GIS Day
 1. 3-week Public Survey called Map Your Maine - soliciting photos with geotagging in them.
 2. 11/18 at 6pm - Hosting Geospatial Career Panel
 3. 11/18 at 7:30pm - Hosting Geospatial Trivia Bowl to culminate World GIS Day activities.
 - ii. MEGUG (Maine GIS Users Group) Lunch & Learn for November
 - iii. MEGUG Lunch & Learn for December 8th going over specifics of Land Cover initiative; preregistration is required.
 - iv. If there are any opportunities for education or training that the University can help with, please let Matt know.
 - c. Geospatial Workgroup – Dan Walters
 - i. Spent most of summer focused on new Orthoimagery program, collecting requirements.
 - ii. Workgroup can develop a straw man Request for Proposal (RFP) or two that the board can review.
 - iii. Looked at a few providers that offer subscription-based model. RFP to be written in such a way to indicate that alternate arrangements would be considered. There are compelling reasons to engage with a content vendor, however, two down sides were found:
 1. It is not always possible to define technical specs, such as leaf off imagery, as we currently do.
 2. It is not always possible to have long-term possession of copies of imagery, as we currently do, although an agreement could possibly be reached regarding this.
 - d. GeoParcels Workgroup – Jon Giles
 - i. No report.

8. Guest & Board Comments
 - a. None.

9. Recommendations for next meeting agenda and for winter activities
 - a. Status update of Strategic Plan RFP, possibly vote.
 - b. Annual report.

10. Motion to Adjourn by Vern Maxfield, second by Aaron Weston.