

## **Louisiana Geographic Information Systems Council**

Meeting of December 13, 2001

### **1. Call to Order**

Chair Sharon Balfour (DOTD) called the meeting to order at 1:43 P.M. at the Louisiana Assessors Association Office in Baton Rouge. A quorum was present.

### **2. Roll Call**

Attendance was confirmed by a sign in sheet.

### **Member Agencies/Organizations Present:**

**Department of Agriculture and Forestry**

Brad Spicer, **Member**

**Department of Economic Development**

Gene Stephens, **Member**

**Department of Environmental Quality**

Joe Holmes, **Member**

**Department of Health & Hospitals**

Truman McDaniel, **Member**

**Department of Natural Resources**

Bo Blackmon, **Member**

**Department of Public Safety**

Robert Hayes, **Alternate**

**Department of Transportation and Development**

Sharon Balfour, **Member**

**Department of Wildlife & Fisheries**

Jorge Icabalceca, **Alternate**

**Division Of Administration, SLO**

Marty Beasley, **Member**

**Louisiana Assessor's Association**

Sheryl Martin, **Member**

**Louisiana Association of Planning and Development Districts**

Perry Felarise, **Alternate**

**Louisiana House**

Kathleen Randall, **Member**

**Louisiana Municipal Association**

Mattie Coxe, **Member**

**Louisiana Police Jury Association**

Rob Cox, **Member**

### **Others Present:**

**Air Force Reserve, Belle Chasse**

Forrest Lamb

**Applied Technical Services Inc.**

John Speice

**BCG Inc.**

Andre Dehaan

**Department of Agriculture and Forestry**

Darren Boudreaux

**Department of Transportation and Development**

George Gele

Kay Henderson, **Alternate**

Jim Mitchell, **Member**

**Division Of Administration**

Chad McGee, **CIO**

Ed Leachman, **Alternate**

Karen Paterson

**Gulf Engineers and Consultants**

Jerri Daniels

**Lafayette Parish Assessor**

Suzanne Harrison

**Louisiana Assessor's Association**

Rich Bailey, **Alternate**

**Louisiana Geographic Information Center (LAGIC)**

Craig Johnson

Joshua Kent

Dina Sa

**Louisiana Oil Spill Coordinators Office (LOSCO)**

David Gisclair

**Louisiana Police Jury Association**

Kathrine Cargo, **Alternate**

**Louisiana State Police**

Gary LeBlanc

**NTB Associates (Shreveport)**

Brad Daugherty

**St James Parish**

Bobby Lear

Terry McCreary

**University of Louisiana (Lafayette)**

Brent Yantis

**US Geological Survey**

Calvin "Pat" O'Neil

**West Baton Rouge Parish**

Sharlot Edwards

Anthony Summers

### **3. Approval of November 2001 Minutes**

There was a motion by Brad Spicer (DA&F), seconded by Bo Blackmon (DNR), to approve the November 2001 Council minutes. The motion was passed by a voice vote.

### **4. Chair's Report**

Chair Balfour (DOTD) thanked the Louisiana Assessor's Association for hosting the December Council meeting and specifically Sheryl Martin and Rich Bailey for hosting the Christmas party again for the third year.

Chair Balfour mentioned the recent 2<sup>nd</sup> place ranking for Louisiana in the Annual Digital Government Survey for the innovative use of GIS and Transportation. Furthermore, the Avisa Map competition committee awarded their First Place for Best Map and Best General Purpose Map to the Louisiana Geological Survey for their official state map, produced under contract to DOTD.

Chair Balfour noted that the Council met to exercise its oversight responsibilities for the Louisiana Geographic Information Center (LAGIC) by reviewing LAGIC contract and budget needs.

Chair Balfour thanked all those that contributed to the Louisiana Summary for the National States Geographic Information Council (NSGIC).

### **5. LAGIC Report**

Craig Johnson (LAGIC) stated that the LAGIC Contract Review meeting that was held at DOTD proved very helpful in explaining LAGIC's budget requirements and in re-ordering priorities to meet the needs of the statewide I -Team Initiative.

LAGIC is scheduled to conduct a Metadata Overview Workshop at Louisiana Tech University in Ruston on December 18<sup>th</sup>. Mr. Johnson will coordinate the workshop with GIS Council members (Rob Cox, Doug Mitchell & Rich Bailey) in the Ruston/Monroe area. This workshop will take place immediately following the Federal/State GIS Working Group.

This workshop is one in the series of workshops funded by a Federal Geographic Data Committee (FGDC) CAP Grant Program to train Louisiana's eight regional planning agencies and the cities and parishes that fall within their jurisdiction. Mr. Johnson noted that LAGIC will set up additional workshops throughout the state, with the next one planned for the Capitol Region Planning Commission in Baton Rouge in early January. LAGIC was able to secure Continuing Education Credits (CEUs), from the Louisiana Chapter of the American Planning

Association, for planners attending any of the metadata workshops.

Mr. Johnson noted that LAGIC was working with Sheryl Martin and Rich Bailey on a survey of GIS capabilities among Louisiana Assessor's Association members. A follow up survey will be mailed to all those that have, or are planning, a GIS.

**6. Presentation: Status Report on Louisiana IT activities by Chad McGee (CIO), Division of Administration**

Mr. McGee described his activities, since assuming the role of State Chief Information Officer, as 10% administrative and 90% political. His responsibilities include reviewing IT budgets, coordinating and consolidating the purchase of large IT expenditures. To use scarce state resources effectively there will be an emphasis on the 3 Cs (centralize, consolidate and coordinate technology standards). There will be a focus on a limited number of platforms and centralized data centers that can operate 24/7 (24 hours a day, 7 days a week). One key factor in deciding future IT expenditures will be how agencies make their data available to others. The Office of Information Technology will guide state IT development through its budget and procurement oversight responsibilities. Mr. McGee took questions from Council members and attendees.

**David Gisclair** (LOSCO) "Would the centralization of data distribution also mean a centralization of data creation?"

**CIO** "No data creation and maintenance would remain in the hands of the individual agencies but that there would need to be data standards to ensure wide access to the data."

**Kathleen Randall** (House) "How would the budget and procurement process work in practice?"

**CIO** "The current process is reactive rather than proactive because of the backlog of IT budget requests. Currently an agency will request review of their IT budget and OIT will say yes or no and what needs to be done. As the backlog of requests is processed OIT hopes to move towards a Statewide IT Plan. Future IT expenditure requests will be accompanied by a cost/benefit analysis and a business continuation plan. OIT will be looking for ways to limit the failure rate of IT projects."

**Marty Beasley** (DOA) "Will you look at hardware and software standardization?"

**CIO** "OIT will use the existing focus group reports created last spring. The CIO has the authority to set rules and procurement regulations by executive order."

**Rich Bailey** (LAA) "How can the CIO help local governments standardize data sharing?"

**CIO** "Local governments will not be required to comply with state standards but it would be to their advantage, if they want to share state data."

**Bo Blackmon** (DNR) “How can we help you?”

**CIO** “I need a GIS Data Development Plan before December 25<sup>th</sup> accompanied by a draft Executive Order that I can present to the Governor.” The CIO had to leave at this point for another meeting.

**Ed Leachman** (DOA) “The CIO will need a clear and comprehensive plan for the creation and maintenance of geospatial data layers.” He mentioned the draft Memorandum of Understanding between the Council and the various state agencies as one element of this overall plan.

**David Gisclair** (LOSCO) “We will also need a comprehensive data distribution system to handle the large geospatial data sets now coming online.” He used the example of the DOQQs and the future distribution of LIDAR data.

**Kay Henderson** (DOTD) “There is also a need for a QA/QC plan for geospatial data sets.”

## **7. Subcommittee Reports**

### **Cadastral Data Standards**

Marty Beasley (DOA) reported that the Cadastral Data Committee had met on November 27<sup>th</sup> at the Louisiana Assessor’s Office to review existing cadastral standards and determine whether the Council should endorse the standards. It was determined by the cadastral data committee to survey the state assessors to standards currently in use before endorsing any one standard.

### **Digital Data Committee**

David Gisclair (LOSCO) asked if the Digital Data Committee would recognize both the Digital Ortho Quarter Quads and the DOQQ Grid as “blessed data sets?” Digital Data Committee Chair, Joe Holmes, recommended acceptance of the DOQQs by the Council because the data set has met National Mapping Accuracy standards, USGS DOQQ standards, is accompanied by complete metadata records and is available in the public domain through the ATLAS website in compressed MrSid<sup>®</sup> format, UTM 15, NAD 83. The council requested that the disclaimer include a statement noting the availability of the imagery in its original uncompressed format from LOSCO. A motion to accept the data set as a “recognized digital data set” was offered by Brad Spicer (DA&F) and seconded by Bo Blackmon. The motion carried by voice vote. The decision on the DOQQ Grid was postponed.

Marty Beasley (DOA) recommended that the Council review the Geodetic Control data set compiled by the National Geodetic Survey as a potential recognized digital data set pending a discussion with Bob Zurfluh to determine if it is in the

public domain and has metadata.

**LGISC Election Committee**

Kathleen Randall (House) recommended that the Council use the election procedures amended and approved February 2001 to conduct the upcoming January 2002 LGISC election. Nomination forms and election procedures were distributed to all of the members and alternates in attendance. Ms. Randall recommended that the nomination forms be submitted to Craig Johnson, at LAGIC, by fax or e-mail as soon as possible

**8. Old Business:**

**Federal/State GIS Working Group Meeting**

Brent Yantis (RAC) stated that the next Federal/State GIS meeting would be held on Tuesday, December 18th from 9:00 am to 12:00 pm at Louisiana Tech in Ruston, Louisiana. Among the items of discussion to include forestry, agricultural, and other North Louisiana issues. Mr. Yantis noted that the GIS Council would be giving a presentation and that LAGIC would be conducting a Metadata Workshop immediately after the meeting. Chair Balfour noted that the Hampton Inn, on I-20, had government rates.

**DOQQ/LIDAR Update**

Mr. Gisclair noted that FEMA has officially funded the next phase of the LIDAR Initiative. Additionally, FEMA funding doubled from one to two million. There are 29 panels completed, but there should be a total of 200 done by the end of January. The New Orleans District of the Corps of Engineers will provide quality assurance (QA) tasks while the original contractor provides the quality control (QC) portion of the project.

**Office of Electronic Services**

Ed Leachman (DOA) noted that the CIO covered most of the points he would have discussed in his monthly update.

**I-Team Meeting**

Next I-Team meeting will be held at LAGIC (LSU) at 9:30 am on Wednesday the 19<sup>th</sup> of December to draft the Executive Order and Justification for Participation in the I-Team Initiative.

**RS/GIS Workshop Update**

Bo Blackmon (DNR) noted that he would give an update on the RS/GIS Workshop at the next GIS Council meeting in January.

**9. New Business:**

**ARC/IMS Training**

Jim Mitchell (DOTD) announced that DOTD would be coordinating an Arc/IMS training class during the third week of January. Workshop costs would be distributed among the attendees, approximately \$1,000 each. Mr. Mitchell requested that interested parties contact him at DOTD.

**10. Determine Next Meeting Date and Location**

Mr. Johnson (LAGIC) proposed the following dates for the next three GIS Council meetings:

- Thursday, January 17, 2002 at Louisiana Municipal Association
- Thursday, February 21, 2002 at Louisiana Municipal Association
- Thursday, March 21, 2002 at Louisiana Municipal Association

**11. Adjourn**

A motion was made by adjourn by Brad Spicer (DA&F) and seconded by Marty Beasley (DOA). The meeting adjourned as a Committee of the Whole at 3:49 p.m.