

**Louisiana Geographic Information Systems Council**  
Meeting of November 20, 2003

**MINUTES**

**1. Call to Order**

Chair Dennis Eilers (CRT) called the meeting to order at 1:35 P.M. The meeting was held in the Senate Briefing Room of the Louisiana State Capitol in Baton Rouge, Louisiana. A quorum was present.

**2. Roll Call**

**Member Agencies/Organizations Present:**

**Department of Agriculture and Forestry**

Brad Mooney, **Alternate**

**Department of Culture Recreation and Tourism**

Dennis Eilers, **Member**

**Department of Education**

Susan Gauthier, **Member**

**Department of Environmental Quality**

Joe Holmes, **Member**

**Department of Health and Hospitals**

Truman McDaniel, **Member**

**Department of Labor**

Ramona Robichaux, **Member**

**Department of Public Safety**

Rhonda Barber, **Member**

**Department of Social Services**

David Jacobsen, **Alternate**

**Department of Transportation and Development**

Jim Mitchell, **Member**

**Department of Wildlife & Fisheries**

Jorge Icabalceta, **Member**

**Division of Administration**

Marty Beasley, **Member**

**Louisiana Assessors Association**

Sherel Martin, **Member**

**Louisiana Association of Planning and Development Districts**

Lynn Dupont, **Alternate**

**Louisiana Municipal Association**

Mattie Cox, **Member**

**Louisiana Police Jury Association**

Aaron Norby, **Member**

**Louisiana Senate**

David Gisclair, **Alternate**

**Military Department**

Mike Liotta, **Alternate**

**Others Present:**

**Applied Technical Services (ATS) Inc.**

John Speice

**C.K. and Associates**

Victor Leotta

Perry Lopez

Dan Strecker

**Department of Labor**

Jonathan Helis, **Alternate**

**Department of Public Safety**

Daphne Bencaz

**Department of Transportation and Development**

Sharon Balfour, **Alternate**

Neil Hohmann

**Division of Administration**

Ed Leachman, **Alternate**

**Independent Consultant**

Keith Long

Paul Provenza

**Lafayette Parish Assessor's Office**

Kristie Cornell

**Louisiana Geographic Information Center**

Craig Johnson

Joshua Kent

Dina Sa

**Louisiana Geological Survey**

Robert Paulsell

Hampton Peele

**Louisiana Municipal Association**

Susan Clark, **Alternate**

Matt Cowart, **Alternate**

Mike Walker

**Louisiana State University**

Rob Cunningham

**St James Parish Government**

Bobby Lear

**Tulane University**

Stephanie Smith

**US Army Corps of Engineers**

David McDaniel

**US Census Bureau**

Meredith Gillum

**USGS, National Wetlands Research Center**

Steve Hartley

Pat O'Neil

### **3. October 2003 Minutes**

The October 2003 minutes were approved by voice vote on a motion by Joe Holmes (DEQ) and seconded by Marty Beasley (DOA).

### **4. Chairman's Report**

Chair Eilers displayed, to the Council, the "GIS Day" Proclamation that was signed by the Governor. He passed the Proclamation around for Council members to view.

The Council needs to find a replacement for Sharon Balfour as the I-Team Coordinator. As Sharon is stepping down today, we should address this issue as soon as possible.

The Council also needs to convene an election committee to identify candidates for Chair and Vice Chair. The Council should address this later in this meeting.

### **5. I-Team "Unveiling"**

Sharon Balfour (DOTD) the I-Team Coordinator explained that Chad McGee, the CIO, could not make the meeting due to a conflict with a family event. She spoke of the benefits of the I-Team Initiative for geospatial data sharing. Louisiana found the I-Team Initiative to be a very useful tool in focusing state efforts on our geospatial needs and how best to accomplish the goals that were identified. The I-Team Initiative is based on collaboration and coordination between federal, state and local governments to create, share and maintain essential data sets. The Initiative, which has its roots in Presidential Directive #12906, defined the seven essential framework data layers but created a mechanism for adding other data layers according to local need.

The Louisiana I-Team was organized under the GIS Council, with an I-Team Coordinator and a Steering Committee which helped write the plan. The process of writing the plan was simple. First they defined the "As-Is" condition of the data sets, and then determined what elements should be added to the existing data sets to make them more useful. The final step was to determine what resources would be needed to accomplish these goals.

The goal was to create a requirement driven process to ensure that the data sets of greatest value would be given the highest priority. The Steering Committee reviewed the Governors "Vision 20/20" Plan to help identify these critical data layers. The Committee decided that the seven Framework data layers should be augmented with three additional data layers of concern to Louisiana;

demographics, land use/land cover and utilities and critical infrastructure. The following subcommittees were organized by data layers and each headed by their own Chair:

<b>Data Subcommittee</b>	<b>Data Examples</b>	<b>Chair</b>
Geodetic Control	Horizontal and vertical control	Dr. Roy Dokka
Ortho Imagery	Digital Ortho Quarter Quads	David Gisclair
Transportation	Roads, waterways, railroads pipelines etc.	Sharon Balfour
Elevation & Bathymetry	Boundaries of floodplains, subsidence issues etc.	Rob Cunningham
Hydrography	Navigation, water quality issues, ground water etc.	Joe Holmes
Governmental Units	Political boundaries, taxing districts, voting districts etc.	Kathleen Randall
Cadastral	Land ownership issues	Marty Beasley
Land Use/ Land Cover	Includes soil, geology, wetlands and land use issues	Brent Yantis
Demographics	Needed by government and businesses to provide services	Karen Paterson
Utilities & Critical Infrastructure	Data on power plants, water supplies, communication equip. needed for emergency response and planning	Mark Morrison

**Recommendations in the I-Team Plan:**

One of the issues identified in the I-Team Initiative is the need to recognize the importance of custodians for essential data sets. Custodians will be those who maintain and update the data sets over time. Memorandums of Understandings (MOU's) will need to be established between the Council and the data custodians. Some custodians may need to be appointed.

The importance of keeping state and local governments engaged in the I-Team process was emphasized. Their input is critical to the I-Team process, so that the I-Team continues to meet the needs of data users.

The GIS Council will need to restructure LAGIC as a key resource to implement the recommendations of the I-Plan. LAGIC will need additional resources to allow it to grow to accept these new responsibilities.

The I-Team process should continue in the future. To implement the Plan, the I-Team will need to retain the expertise of its various data chairs and continue to receive recommendations and input from the larger data user community.

The I-Team needs to address the funding issues that slow future data creation.

**LouisianaMAP:**

Ed Leachman (DOA) described the progress to date on the development of Louisiana's geospatial portal; LouisianaMAP. LouisianaMAP will be a convenient tool for citizens to answer questions related to the location of things and services. The LouisianaMAP Academy will provide outreach by explaining how to access the data and services available on LouisianaMAP. Mr Leachman asked the Council for suggestions on how the MAP Academy should best respond to LouisianaMAP users.

Phase 1 of LouisianaMAP will be to consolidate all the state's spatial resources. ATLAS, DEQ, DNR and other sites will remain the repository of their essential data sets; LouisianaMAP will provide the gateway that points to these data sites accessing them in a distributed computing environment. Initially, LouisianaMAP will have simple geospatial tools; zoom, pan, locate by address etc. In the future, additional geospatial services will be added such as geocoding, routing etc. LouisianaMAP will be browser based, with no plug-ins for ease of use. High speed data access is made possible by the states high speed network. LouisianaMAP will be showcased when Louisiana.gov becomes available next week. The following URL has been requested <http://www.louisianamap.gov/> and should be available soon.

## **6. LAGIC Report:**

Craig Johnson (LAGIC) noted that when the LAGIC Oversight Committee met in October they requested that LAGIC draft a new scope of work, budget etc. and submit it to DOA. The LAGIC Oversight Chair, the Council Chair and LAGIC Director wrote the new contract and submitted a draft to DOA on October 22<sup>nd</sup> for review. It was agreed that LAGIC would give a short presentation to new members of the Council describing the origins of the Council, the enabling legislation and the bylaws. This presentation would occur at the December Council Meeting at the new SC&E Building on the LSU Campus. It also agreed that LAGIC would give an end of the year report to the Council at the June, or July, Council meeting. The LAGIC Yearly report will also be available to all Council members for review.

### **Outreach:**

LAGIC gave a presentation to the Department of Wildlife and Fisheries at the organizational meeting of their GIS Task Force and has agree to assist in providing an Intro to GIS workshop for department staff in the spring. Mr Johnson is working with Jorge Icabalceta (DW&F) on that workshop.

LAGIC is also working with the Department of Education on GIS Day activities in two parish school districts, Tangipahoa and St James. Mr Johnson thanked the Council members who participated in these activities; Emory Layton (DHH), Kathleen Randall (House), Lynn Dupont (LAPDD) and Susan Gauthier, with the Department of Education, who coordinated the entire effort. Bobby Lear with St James Parish was there as well as many others.

Mr. Johnson announced a full day Metadata workshop at DEQ on January 23<sup>rd</sup>. At the last Council meeting, Jim Mitchell (DOTD) mentioned the need for a workshop on using Arc Catalog to document metadata collection. Flyers are available on the sign-in table for those who would like to attend.

## **7. Old Business**

### **Election Subcommittee**

Chair Eilers noted that it is time to convene the election subcommittee so that we can compile a slate of candidates to run for Chair and Vice Chair in the annual LGISC election this January. He suggested that Kathleen Randall Chair the committee and that he would serve on the committee as well as the LAGIC Director. A nomination to approve convening the LGISC election committee was approved by voice vote on a motion by Jim Mitchell (DOTD), seconded by Marty Beasley (DOA).

## **I-Team Coordinator & I-Plan Resolution**

Chair Eilers noted that the Council needs to fill the position of I-Team Coordinator. Sharon Balfour (DOTD) the current coordinator has stepped down and the I-Team Initiative needs a spokesperson. Chair Eilers asked Sharon Balfour if she would describe for the Council the responsibilities of the Coordinator. Ms Balfour noted that if we can convince the current I-Team members and the Chairs of the various data committees to stay with the project then the effort will continue. She estimated that a day a month would be sufficient effort on the part of a new I-Team Coordinator to keep the Initiative going. She noted that LAGIC would continue to provide technical assistance and support to the effort.

Joe Holmes (DEQ) volunteered to take on the responsibility of I-Team Coordinator. A nomination to approve appointing Joe Holmes, Chair of the I-Team Committee was approved by voice vote on a motion by Mattie Coxe (LMA), seconded by Brad Mooney (DA&F).

Chair Eilers asked the Council to rise and give Sharon Balfour a round of applause for her tireless efforts over two years to coordinate the I-Team Initiative.

Ms Balfour and Chair Eilers noted that the Council still needs to vote on the Resolution of Support for the I-Plan. A resolution by the Council to approve the I-Plan was approved by voice vote on a motion by Sherel Martin (LAA) and seconded by Jim Mitchell (DOTD).

## **LIDAR**

David Gisclair (LOSCO) noted that we still have only 526 panels of LIDAR data available on the ATLAS Website due to some delays caused by illness. As of today, LOSCO has received 913 panels of LIDAR data all of which has been transferred to ATLAS. The 40 or so, missing panels in Phase 1 have been completed and will soon be available on ATLAS, as well.

## **DOQQ Project**

Pat O'Neil (USGS) gave a brief update on the upcoming DOQQ flight. The contract should be let by December 1<sup>st</sup>. The flying season will last until March 20<sup>th</sup>. Southeast Louisiana will be the first area of the state to be flown. Weather permitting; the southern end of the state will be flown before moving to other areas of the state. Mr O'Neil noted that there will be some lag time between data capture and the data becoming available to the public.

## **9. New Business**

Jim Mitchell noted that DOTD will have an ESRI GIS trainer on site. She will be at DOTD for the next two days, if anyone would like to meet her or discuss ESRI training with her, please drop by. Her website is [www.teachinggis.com](http://www.teachinggis.com), and she teaches a variety of GIS workshops.

## **10. Determine Next Meeting Date**

The next meeting is scheduled for Thursday, December 18<sup>th</sup> at 1:30 in the Rotunda of the Energy Coast and Environment Building on the LSU Campus.

## **11. Adjourn**

The meeting adjourned at 3:55 pm.

## Louisiana Geographic Information Systems Council

Meeting of November 20, 2003

### Summary of Action Items

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#### Recommendations in the I-Team Plan:

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The GIS Council will need to restructure LAGIC as a key resource to implement the recommendations of the I-Plan. LAGIC will need additional resources to allow it to grow to accept these new responsibilities.

The I-Team process should continue in the future. To implement the Plan, the I-Team will need to retain the expertise of its various data chairs and continue to receive recommendations and input from the larger data user community.

The I-Team needs to address the funding issues that slow future data creation.

A formal **resolution to Support the I-Plan** was adopted on a voice vote on a motion by Sherel Martin (LAA) and seconded by Jim Mitchell (DOTD).

Joe Holmes (DEQ) volunteered to take on the responsibility of I-Team Coordinator. A nomination to approve appointing **Joe Holmes, Chair of the I-Team Committee** was approved by voice vote on a motion by Mattie Coxe (LMA), seconded by Brad Mooney (DA&F).

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