

## Meeting Minutes

### Delaware Spatial Data I-Team

10:00 a.m.

June 21, 2004

Conference Room A  
State Budget Office  
Thomas Collins Building  
540 S. DuPont Highway  
Dover, DE

#### **I-Team Members Present:**

Connie Holland, State Planning  
Tom Jarrett, DTI  
Sandy Schenck, DGS  
Tim Westbrook, New Castle County  
Deborah Sullivan, DNREC  
Gregory Oliver, DelDOT

Dick Sacher, UD/RDMS

#### **Others Present:**

Mike Mahaffie, State Planning  
Chad Lauderbaugh, DelDOT  
Daniel Cox, DS&HS  
Roger Barlow, USGS

#### **Welcome and Introductions**

Connie Holland started the meeting at approximately 9:05 a.m. with a welcome and introductions.

#### **Approve Minutes of March 11, 2004 Meeting**

A motion was made by Dick Sacher, seconded by Sandy Schenck, and unanimously approved by all members present to accept the minutes of the March 11, 2004 meeting.

#### **DataMIL Migration**

Mike Mahaffie gave an update on this project and noted that it is still too soon to assume that the funding for this project is certain to be in the budget for Fiscal year 2005. Connie Holland noted that the signals she is getting indicate that it probably will be. Dick Sacher reported that there had been a "very successful" meeting between DTI and RDMS on the technical issues. RDMS and DGS will continue to meet with DTI.

Tom Jarrett asked about the DTI portion of the funding. There was a general discussion of the effort to get funding approved and efforts made by several partners to trim cost estimates as much as practical.

All agreed to keep working on the issue and track the final rounds of the budget process.

### **2002 Next Round of Orthophotography**

Mike Mahaffie noted that there is some uncertainty about when best to do the next round of orthophotography. The I-Team has a Professional Agreement with EarthData for a next round, but will need to find funding for the project.

Connie Holland noted that she would like to see the Budget Office provide funding, perhaps by drawing small amounts from the many agencies that benefit from the data. She proposes drafting a funding proposal to bring before the State Budget Office.

There was general discussion of the need for a "line-item" budget for the I-Team to support data acquisition and maintenance.

Tim Westbrook made a motion to draft a request for funding. Sandy Schenck seconded the motion and the motion passed, unanimously.

### **Addressing/Transportation Data**

Mike Mahaffie gave a brief explanation of a new group to meet on June 23 to start looking at statewide addressing and transportation standards in support of 911 response centers.

### **National Hydrography Data Set**

Sandy Schenck reported completion of an agreement involving DNREC and DGS to fund the remaining work needed to have the USGS complete the National Hydrography Data Set for all of the Cataloguing Units (CUs" in Delaware. He expects that work to be complete in the fall of 2004.

There was discussion of the need to have a workshop on the use of this data. Sandy will look into setting up a workshop.

### **GIS Coordination in Delaware**

There was discussion of the need to establish, more formally, a GIS coordination entity in Delaware. This would likely involve new legislation and might include the creation of the GIS Coordination Council. Mike Mahaffie and Connie Holland will research this idea further.

### **Acceptable Use Policy for High-Resolution Orthophotography**

Mike Mahaffie presented the latest version of an Acceptable Use Policy to guide distribution and use of the highest resolution version of the 2002

orthophotography in such a way as to mitigate against increased security concerns. This is the version of the Policy that went through the Governor's Office.

There was general discussion of the Policy. It was suggested that the portion of the agreement that requires formal approval of each application by the I-team be removed as impractical and not necessarily needed.

Tom Jarrett made a motion to approve the acceptable use Policy, with the removal of the I-team approval section. Tim Westbrook seconded the motion and the motion carried, unanimously.

#### **MOA with USGS/EROS Data Center: Ortho Distribution**

Sandy Schenck reported on efforts to craft a memorandum of Agreement (MOA) between Delaware and the USGS to have the USGS the EROS Data Center serve as a distribution point for the Delaware orthophotography. There was discussion of how EROS might also be able to distribute the ¼-meter version to those who have signed an Acceptable Use Agreement.

Mike Mahaffie noted that a July 1 meeting with Delaware's new Secretary of Safety and Homeland Security may result in some additional guidance. Sandy Schenck will attend that meeting and will continue to work with the USGS to craft an MOA.

#### **Other Business**

Tim Westbrook asked for an update on the idea of having LiDAR data collected, statewide. Mike Mahaffie noted that the funding proposal has collapsed and that the project has largely stalled. Roger Barlow noted that the USGS is working with the USDA and NOAA on an agreement to collect part of the data and that he is working on an MOA to have the USGS accomplish the 2-foot contours for the state, assuming that raw LiDAR data can be collected.

There being no further business, the meeting was adjourned at approximately 11:20 a.m.