

## Meeting Minutes

### Delaware Spatial Data I-Team

10:00 a.m.

August 17, 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  
Tim Westbrook, New Castle County  
Matthew Laick, Sussex Co.  
Michael Ward, Kent Co.  
NV Raman, DNREC  
Vince Rucinski, DeIDOT  
Sandy Schenck, DGS  
Dick Sacher, UD/RDMS

#### **Others Present:**

Mike Mahaffie, State Planning

#### **Welcome and Introductions**

Connie Holland started the meeting at approximately 10:00 a.m. with a welcome and the idea that, since all present were well known to one another, no formal introductions were needed.

#### **Approve Minutes of June 21, 2004 Meeting**

A motion was made by Vince Rucinski, seconded by NV Raman, and unanimously approved by all members present to accept the minutes of the June 21, 2004 meeting.

#### **DataMIL Migration**

Mike Mahaffie gave an update on the migration project and noted that there have been several meetings over the summer to flesh out both the technical and the management sides of the issue. Mike will provide project management and will work with the Budget Office to prepare spending plans for the three parts of the project – RDMS maintenance, DGS management, and DTI production. A Purchase Order is anticipated soon for the RDMS portion. Mike will support that with spending details that have been provided by Dick Sacher. Spending plans for DGS and DTI are in work.

There was some discussion of the challenges of creating a new project and maintaining proper contact with the Budget Office to fund projects. Sandy Schenck noted that John Talley plans to meet with the Budget Office on behalf of DGS to ensure that the spending plan is complete.

### **Elevation Data Project**

Sandy Schenck gave an update of work to create new elevation data for parts of the state undertaken by USGS, the USDA, and FEMA using the NASA EAARL LIDAR system. Sandy noted that through a combination of funding sources aggregated by USGS, elevation data will be collected for eastern Kent County and all of Sussex County and that a data set of elevation contours at 2-foot intervals should be available for the whole area by the spring of 2006. Sandy and DGS are working through an MOA with USGS to formalize the project and make it possible for other entities to "piggyback" on the project to find funding to complete the rest of the state.

There was some discussion of the disadvantages of doing this work in a piecemeal approach, rather than statewide. It was explained that the attempt to craft a statewide approach to an elevation project failed and that those players with funding available, and needed to be spent, had determined to go forward with projects. The USGS /DGS aggregation of projects will help add some statewide coordination to projects that will happen anyway.

Tim Westbrook questioned whether the I-Team can rely on the accuracy of the LIDAR product. Sandy noted that the USGS will stand behind the data products as meeting National Map Accuracy Standards. Tim also wondered whether the data products anticipated will help with the statewide orthophotography update.

Sandy Schenck agreed to solicit a QA/QC or accuracy statement from the USGS that the I-Team can use to judge whether the project will meet the accuracy needs of a statewide project. Mike Mahaffie agreed to solicit from EarthData some information on whether the USGS data will be helpful in the next orthophotography update and will also ask for a statement of cost for elevation data creation, as a comparison.

### **Orthophotography Acceptable Use Agreements**

Mike Mahaffie gave a brief update on Acceptable Use Agreements that have been signed by various organizations seeking access to the high-resolution version of the 2002 statewide orthophotography. As of August 17, 2004, there were 17 total Agreements filed with the Office of State Planning Coordination. Approximately 13 of these have already be filed with the department of Safety and Homeland Security. The rest will be delivered to the Department when practicable. Of the 17 total, data has been delivered to meet the needs of 11 applicants, another five are in the process of dubbing data or have data delivery plans in place. One applicant has placed a hold on data delivery because of the large volume of data involved.

Mike noted that the USGS EROS Data Center, which has agreed to serve the orthophotography, may be able to create secure, password-protected access to the high-resolution data. It is possible that the DataMIL may also have that capacity. Mike expressed an interest in exploring whether that form of access will be acceptable to Homeland Security officials as another route to data distribution.

### **USGS EROS Data Center MOA**

Mike Mahaffie and Sandy Schenck combined to give an update of discussions with the USGS to have that agency's EROS Data Center act as a distributor for the 2002 orthophotography. A draft MOA is under development at USGS to codify the relationship.

### **Orthophotography Update**

The I-Team held a general discussion of whether the next round of orthophotography should be collected in 2005, representing a 3-year update cycle, or in 2007, representing a 5-year cycle. And, when it is collected, should it be collected at 1-meter pixel resolution or 0.25-meter.

Connie Holland spoke in favor of a 3-year cycle, noting the great usefulness of the data in comprehensive plan updates, which are on a 5-year cycle. She pointed out that a 5-year update of the orthophotography would leave many local governments using very old data for their next round of plan updates. She also spoke in favor of the 0.25-meter data.

After some discussion, it was generally agreed that Mike Mahaffie and Connie Holland should meet with the State Budget Director with a proposal for a 3-year update at 0.25 meters. Funding should ideally be central and as a line-item, but that some of the funding responsibility may be shared among I-Team members. They will work with EarthData International, with which the I-Team already has a Professional Agreement that calls for a data update.

The discussion also broadened to cover the issue of formalizing the data coordination efforts of the I-Team and creating a more "official" GIS coordination function somewhere in State government. It was agreed that the I-Team has built strong credibility but that, in order to build on the gains of the last several years, it may be necessary to create a more formal structure.

Mike Mahaffie agreed to start drafting a white paper on how such a structure might look, for review at a next I-Team meeting. Mike noted that he has been studying several states in the region to learn from their experience.

**Address Point Standard**

There was brief discussion of the need to create some form of data standard covering the maintenance of address data in a point layer, rather than as a set of address ranges tied to centerline data. Mike Mahaffie explained that he had hoped to have a draft ready for review but that he had not been able to create the draft.

Matt Laick noted that he had spent valuable time at a recent conference studying addressing issues. It was suggested that he and Mike work together to start a standards process that builds on several federal standards and is applicable to Delaware.

**Transportation Framework Standard**

There was brief discussion of the various efforts that have been begun to try to reach a consensus standard. It is generally acknowledged that the Counties are data stewards at a local level and that DelDOT plays a central role in data aggregation and attribute enrichment. What is needed is a codification of this relationship. Tim Westbrook noted that Dave Racca, of the University of Delaware, has made a start on such a standard in work that has been funded by New Castle County. He suggested that the I-Team support completion of that work, in conjunction with the cadastral standard work he is doing on behalf of the counties.

A motion was made by Sandy Schenck, seconded by Tim Westbrook, and unanimously approved by all members present (Tom Jarrett had had to leave prior to this point) to request that Dave Racca complete the cadastral data standard and the transportation data standard for the I-Team to formalize.

There being no further business, the meeting was adjourned at approximately noon.