



DRAFT DGDC Meeting Minutes May 10, 2012

Attendance List:

Miriam Pomilio.....	OSPC
Carl Yetter.....	DNREC, DCP
Deborah Sullivan.....	DNREC
Josh Thomas.....	DelDOT
Jay Gerner.....	DelDOT
Andrew Shafer.....	Brightfields, Inc
Phil Pierdomenico.....	
Aaron Bell.....	DelDOT
Lauren DeVore.....	DelDOT
Mark Nowak.....	City of Dover
Matthew Laick.....	DSHS
Bruce Allen.....	DelDOT
Troy Berry.....	31 st CST Nat'l Grd
Kevin Holmes.....	US Census
Rick Sherwood.....	DEMA
Rick Steffers.....	City of Wilmington
Nicole Minni.....	UD
Danielle Lamborn.....	Kent County
Jim Galvin.....	Dover/Kent MPO
Megan Nehrbas.....	Sussex County
Barbara Gladders.....	DPH
Patrick Susi.....	New Castle County
Mark Deao.....	Sussex County
Roger Barlow.....	USGS
Despina Wilson.....	DOE
Matthew Ng.....	DelDOT
Lillian Wang.....	DGS
Sandy Schenck.....	DGS
Ben Mearns.....	UD
Art Walker.....	USDA-NRCS
George Yocher.....	DPH
Bernie Gilbert.....	DelDOT
Mark Biddle.....	DNREC
Darin Dell.....	DelDOT
Kim Cloud.....	DTI
Dorothy Morris.....	OSPC
Connie Holland.....	OSPC

Welcome & Introductions

Miriam started the meeting at 9:10 am. She welcomed everyone to the meeting and introductions were made.

Approval of January 12, 2012 Meeting Minutes

Miriam noted that Roger Barlow provided changes to the meeting minutes and those are reflected in the minutes handed out today. No other changes were noted. Carl Yetter made a motion that the minutes from [January 12, 2012 \(pdf\)](#) be approved. Matt Laick seconded the motion and it passed, unanimously.

Election of Executive Council Representatives

There were three candidates for the At-Large Representative:

Lillian Wang – Delaware Geological Survey, Incumbent
Michael Hanna – Tidewater Utilities
Doug Rambo – DNREC

Lillian spoke to the group as to why she's interested in the position and Miriam gave a short description for the other two candidates who were unable to be present at the meeting. Miriam handed out ballots to the attendees for voting. The ballots were tallied after the meeting.

At-Large Representative – Lillian Wang, DGS

Municipal Representative – Mark Nowak, City of Dover

Academia Representative – John Laznik, University of Delaware

Status of the 2012 Ortho-Imagery Project

Miriam gave an update indicating that the flights for the Ortho-Imagery of the whole state were completed March 6, 2012. The flights were completed to meet our leaf-off requirement. A preliminary review for the color spectrum was completed April 9, 2012 and the contractor is processing the imagery now. Roger Barlow indicated that the contract is progressing as scheduled and final delivery will be in early 2013.

Action Items

Land Use Land Cover Data for 2012

Mark Biddle of DNREC initiated the idea of obtaining Land Use Land Cover from the 2012 Ortho-Imagery. Mark called a meeting in April of several interested agencies: DNREC, DeIDOT, DDA, Dover/Kent MPO, and OSPC. It is hoped that many agencies would provide partial funding to engage a contractor to deliver the LULC data. Roger Barlow suggested the group make sure they have all the requirements for the data in place before moving toward an RFP or RFI. Miriam indicated that the group had decided to maintain the requirements from the last two iterations of Land Use Land Cover and continue the ability to compare years.

There was discussion about needing a Business Case before putting out an RFP, which would be done. Josh Thomas mentioned that there is some cost savings anticipated from the 2012 Ortho-Imagery project and perhaps those funds could be re-directed to the LULC project. The agencies which provided these funds (DeIDOT, DTI, DNREC and DSHS) would need to approve that. Miriam indicated at this point the actual cost savings is estimated and could change. However, representatives from each of these agencies were asked to check with their financial offices to see if this would be possible. Additional funding would still be needed to complete the LULC project. DDA offered some funding towards LULC but it needs to be spent by the end of the current fiscal year (Jun 15, 2012). We hope to find a way to encumber this money so that DDA can participate.

Many potential agencies have been identified by the working group, but we need an estimate to move forward to solicit funding.

Action Item: Miriam was tasked to initiate an RFI to get cost estimates to obtain LULC for 2012.

Dedicated Future Funding Account for Ortho-Imagery, LULC, LiDAR

Discussions at previous DGDC meetings centered on establishing a central fund dedicated to continue the acquisition of Ortho-Imagery, LULC and LiDAR data at routine intervals. Sandy Schenck explained that the proposed rotation is to obtain Ortho-Imagery every 2 years, LULC every 4 years and LiDAR every 6 years. It is hoped that by packaging and planning for this data acquisition that we can save money by contracting ahead of time. In previous meetings Matthew Laick from DSHS indicated that his agency requires imagery on a 2 year cycle and they are establishing an account for that data. Matt indicated the DGDC could use that same fund for the other data. Miriam indicated she is looking into establishing a fund through OMB to handle the DGDC initiatives.

Sandy Schenck has looked at previous estimates to get an idea of what each component would cost. The group is still waiting on a LiDAR estimate from USGS for basic LiDAR. The previous estimate was for a more complex LiDAR project that would suit the needs of Sea Level Rise initiatives in Delaware, but was one million dollars. There was discussion that perhaps if a 6 year contract was awarded that cost might be cheaper if the contractor knew they would be getting all the business. There was also caution that a caveat would need to be in place to ensure quality of the product in order to continue the contract to the next interval.

Action Item: Miriam was tasked to initiate an RFI to get cost estimates to obtain Ortho-Imagery, LULC and LiDAR on a rotation interval.

County Boundaries

Danielle Lamborn, with Kent County, reported that she has developed County boundaries working with both New Castle and Sussex Counties. Several locations in question were GPS located and she is awaiting final approval of the New Castle/Kent County boundary from New Castle County staff. The boundary between Kent/Sussex County is already approved. Once New Castle County approves the boundary line, Danielle will place the new data in the Data Exchange. Kevin Holmes of the US Census also asked for these new boundaries for their acceptance. Roger Barlow indicated that USGS will not accept the changes until Census has accepted them. Miriam asked if these boundaries would then be used by the Counties for their parcel data and their road data. Megan Nehrbas indicated that they would use them for their parcels, but that where parcels cross the county boundaries they would still map the entire parcel. Bernie Gilbert of DeIDOT indicated that he will be placing points on the road segments that cross county boundaries as well.

Action Item: Once NCC approves the new County Boundaries, Danielle Lamborn will distribute to Census and the Data Exchange for use in the DataMIL and for others to access.

Subcommittee Discussions

Miriam wanted to review all the various subcommittees and their status, whether active or not to get a handle on what is happening with each and if any inactive subcommittees need to be kick started or not.

GIS Day – Active: Megan Nehrbas is the chair of this subcommittee. Megan indicated that this subcommittee provides a field trip every year for 5th grade students to experience geo-spatial activities. It's been very successful. Sponsorship funding has allowed this to be offered free to the schools. Megan indicated they are looking for additional funding to support bringing an under-privileged school to the event. Although the event itself is free, schools still need to pay for buses to bring the students to the event. Another idea for a GIS Day event was to do a Road Show, taking several of the activities to various schools to get broader exposure. Megan welcomes additional volunteers to the committee or the event itself.

Action Item: If anyone is interested in supporting GIS Day initiatives (financially or by volunteering time), contact Megan.

GIS Conference – Active: Lillian Wang is the exiting chair of this subcommittee. Lillian reported we just finished a successful conference with 175 attendees. The incoming chair of the committee is Sandra Janowski and the next conference will be scheduled for 2 years from now.

Transportation – Active: Bernie Gilbert is chair of this subcommittee. Bernie reported that he has integrated Kent County road data into the Geodatabase design for a routable transportation layer for the state. Still working with Sussex County to make sure their subdivision roads are represented. The issue has to do with the fact those roads do not go through DeIDOT for approval. Bernie indicated he is starting to work on integrating New Castle County roads. Bernie indicated that by July 2012 he will have completed the Geodatabase for a routable statewide transportation layer. At that time we can make arrangements for the distribution of the data. Bernie indicated that a single dataset will be extracted for centerline data to be used for cartographic purposes. This transportation dataset will then be distributed via the Data Exchange for public consumption and for the DataMIL. Roger Barlow asked if standards had been established for the transportation layer. Bernie indicated they had not at this time.

Roger recommended standards be established for this dataset. A question was asked regarding a maintenance cycle for this data to be updated. Bernie indicated no maintenance cycle had been established yet. It was recommended that one be established. Anyone interested in being part of the development of Transportation standards and/or the establishment of a maintenance cycle should contact Miriam.

Action Items:

- **Bernie Gilbert will complete the integration of all three counties road data into a routable transportation data set by July 2012.**
- **Miriam will set a meeting of all interested parties for Transportation to discuss development of standards for this dataset as well as a maintenance cycle and responsible agency and/or staff to perform maintenance of this important dataset.**

GIS in Education – Active: Nicole Minni is the new chair of this subcommittee. Nicole explained the goal of this subcommittee is to incorporate GIS technology into the K-12 classrooms. Nicole discussed a variety of initiatives, including one she is working on with the Science Curriculum group now to develop a GIS activity for Earthquakes and Volcanoes. This new curriculum will be piloted soon to core teachers. Sandy Schenck asked if perhaps the GIS in Education and GIS Day subcommittees should be combined. Nicole and Megan indicated that they really have two separate initiatives and should remain separate. Nicole indicated that any GIS professional interested in assisting in the classroom contact her. Also Nicole asked folks to check out the GIS in Education website: www.mygeoworld.org

Technical Infrastructure – Semi-Active: Kim Cloud is the chair of this subcommittee. Kim explained that this committee has not met in a long time. She indicated there is no funding and no sponsorship for technical infrastructure initiatives at this time. Kim feels enhancements need to be made to the Data Exchange to better enable data sharing and that map services are needed as well. Kim indicated that ESRI will be providing architecture Statement of Work (SOW) for DTI to enable this. There was a bit of discussion regarding what types of map services are needed. ESRI recently undertook a Discovery Workshop for the State and will be presenting preliminary findings to the Cabinet Committee on State Planning Issues next week. The final report is due sometime in June. Miriam explained that the Discovery Workshop was undertaken to help the state identify the primary business priorities of 4 of the main GIS using agencies in the State (DelDOT, DNREC, DSHS and DTI). It is hoped that these findings will provide a basic roadmap of where Delaware should head with regard to GIS coordination. Since the findings of that workshop are not yet presented, it was decided that we should revisit the Technical Infrastructure after the final report is delivered and perhaps that will guide what this subcommittee should focus on in the near future.

Action Item: Kim Cloud will call a meeting of the Technical Infrastructure subcommittee after the Esri Discovery Workshop findings document is finalized and delivered.

GIS Standards – Inactive: There is no chair of this subcommittee at this time. Miriam reported that 3 standards were developed from this subcommittee: Parcels, Metadata and DTI GIS Standard. It was recommended that this subcommittee is no longer needed and that if new standards are needed that either the subcommittee that developed the data, establish standards (as in the Transportation group) or that an Ad-Hoc group be formed from DGDC members to address a standard as needed. There was discussion about how Metadata has changed with the roll out of ArcDesktop 10 and the Data Exchange is difficult to get metadata into at this point because of changes. Roger Barlow indicated that FGDC is

also updating their metadata standards. Since it appears the metadata standard may need review it was recommended that we take a look at it.

Action Item: Update the Metadata standard in regards to FGDC update, Data Exchange, and ArcDesktop 10 changes. Contact Miriam if interested in participating.

Cadastral – Inactive: The overall consensus was this subcommittee is no longer needed. All three counties have their cadastral data under control.

Addressing – Inactive: John Laznik asked Miriam to include the Addressing subcommittee on the agenda. The group thought we should ask John to chair this subcommittee and set up a meeting to discuss the goals and initiatives. The Census is developing a Minimum Standards Document for addressing and plan to process addressing in 2013.

Action Item: John Laznik to organize the subcommittee and meet.

Future Action Items for Discussion

Miriam started a discussion regarding what the group would like to see the DGDC accomplish in the near future. Starter ideas were LiDAR, Data Exchange enhancements, Geospatial applications, web services, etc.

Ideas from the group included a Standardized Shoreline data set, consolidation of GIS data and web services. The idea of OMB holding a funding source to pay for the cost of a future Cloud service to host the State data and web services was also mentioned.

Sandy Schenck noted that the DataMIL servers are at the end of their life cycle and there will need to be a plan to provide the web services and map services that are currently provided by DataMIL. Sandy has migrated all of the vector framework data from DataMIL to the Data Exchange so that data will remain available. He and Kim Cloud are working towards getting historic aerial imagery up on the Data Exchange as well.

In the meantime, Tina Callahan has set up the same kind of tiled data delivery system for the imagery as DataMIL currently hosts. Tina's site is part of the Delaware Environmental Monitoring and Analysis Center (DEMAC) which is housed at the University of Delaware.

Carl Yetter asked the members of the DGDC to do some homework in their agencies and figure out what having GIS has saved their organizations so that we could make a stronger case for consolidation of GIS efforts and enhanced coordination.

Ideas for Future DGDC Meetings

Miriam initiated a discussion regarding what the members would like to see in future DGDC meetings. The consensus was subcommittee work is the key to keeping the group moving forward. Each subcommittee should meet throughout the year and report back to the overall DGDC members on their

progress each quarter. It was also suggested that we hear about specific projects that members are undertaking and their progress.

A recommendation was made for the DGDC to produce a yearly report on the accomplishments, needs and failures of the group initiatives to be presented to the Cabinet Committee. Another recommendation was that this be brought forth twice a year instead of just once.

Kim Cloud mentioned that there is a dedicated URL that is reserved and can be used for the DGDC website. The discussion further explored the use of Social media and sharing resources with others. Megan Nehrbas suggested a forum for GIS professionals to ask questions and gain insight into a variety of GIS related initiatives.

The Delaware User Group (DUG) was also discussed. DUG is more focused on training and tips and tricks and should remain separate from the DGDC meetings which are more long term focused initiatives.

Roundtable Reports on GIS Projects

- Megan Nehrbas, Sussex County – They are participating in a Hurricane table top drill with a few surrounding states. They are looking for any data that might be helpful with the drill.
- Kim Cloud, DTI – Working with the Data Exchange.
- Matt Laick, DSHS – Working on an Awareness project
- Carl Yetter, DNREC - working on an NGS Benchmark project, collecting data for HAZUS and wrapping up the Sea Level Rise project
- Rick Sherwood, DEMA – also preparing for the Hurricane table top drill.
- Ben Mearns, UD – Working a lot with Cloud computing, if we need info contact him.
- Rick Steffers, City of Wilmington – they are consolidating their GIS
- Danielle Lamborn, Kent County – moving to new servers for their GIS.
- Mike Townshend, DNREC – Working on developing mobile applications for a variety of DNREC initiatives
- Lillian Wang, DGS – Working on surficial geological mapping in the Bethany Beach quadrangle.
- Nicole Minni, UD – New website for watershed information: www.delawarewatersheds.org. Also continuing work on Master Plans for towns as well as comprehensive plans.
- Art Walker, USDA/NRCS – They have been working on a generalized map of the soils in Delaware. They will put the final version up in the Data Exchange. Art is also working on updating the Agricultural Easements layer.
- Roger Barlow, USGS – discussed the NJ shoreline pilot project derived from tide-coordinated LiDAR. Preliminary results of that shoreline are expected next month.
- Kevin Holmes, US Census – Urban and rural areas have been released. There have been no appeals filed from the State of Delaware in relation to census numbers. Also the 1940 Census has been released to the public in detail.
- Josh Thomas, DeIDOT – Working on developing INFORM 2.0. It will use ArcGIS Server and will have 3 components: Public, State Agency and Internal to DeIDOT. These components will vary based on security and what data is available based on the use.
- Jay Gerner, DeIDOT – Working on transferring the Transportation Map from CADD to GIS

- Bruce Allen, DeIDOT – Smart Transportation Initiative is a \$100K grant, using GIS tools to link Travel Demand Model and using 3-D modeling. Discussed having a live demo for Transportation Districts.
- Lauren DeVore, DeIDOT – Transportation Map conversion from CADD to GIS
- Pat Susi, New Castle County – Digitizing building footprints for non-residential and general use for cartographic purposes. Estimates it will be 2 years before completed. Also they are creating a routable network from the trails layers from State Parks to include all state, county and municipal parks in New Castle County. Also including address points along trails for E-911 use.
- Bernie Gilbert, DeIDOT – Now working for the Roadway Inventory section.
- Jim Galvin, Dover/Kent MPO – Interested in obtaining services that can be pushed out to the smaller communities. He is also interested in a geocoding service to help him with an employment data set.
- Miriam reported the 2012 House and Senate Districts are now available on the Data Exchange.

Next Meeting Dates

August 9, 2012 – 9am at the Kent County Administrative Building, Rm 220

November 8, 2012 – 9am at the Kent County Administrative Building, Rm 220

The meeting was adjourned at 12:30 pm.