

**Cabinet Committee on State Planning Issues
Haslett Armory, Room 219
May 25, 2011**

Meeting Summary

Committee Members Present

Cleon Cauley, Delaware Department of Transportation
Connie Holland, Office of State Planning
Tom Cook, Finance
Anas Ben Addi, Delaware State Housing Authority
David Small for Collin O'Mara, DNREC
Ed Kee, Department of Agriculture
Terry Pepper for Lewis Schiliro, Department of Safety & Homeland Security
John Marinucci for Lillian Lowery, Department of Education
Deborah Gottschalk for Rita Landgraf, DHSS
Leighann Hinkle for Ann Visalli, Office of Management and Budget

Also Present:

Karen Horton, DSHA	Dorothy Morris, OSPC
Herb Inden, OSPC	Kevin Coyle, DNREC
David Edgell, OSPC	
Bryan Hall, OSPC	

The Cabinet Committee on State Planning Issues (CCSPI) met May 25, 2011 in room 219 of the Haslett Armory in Dover. The Committee met to discuss items set forth in the agenda.

Cleon Cauley called the meeting to order at 2:15 pm. Cleon welcomed everyone to the meeting.

I. Meetings

The quarterly meeting schedule was handed out detailing the next 3 meetings. Members should contact Dorothy Morris if there are any problems with the dates.

II. Statewide GIS Coordination

It was discussed that Mike Mahaffie has left the Office of State Planning for another job within State government. Cleon noted that at the time the agenda went out, the Office was unsure if they would be able to fill the position but approval to fill was received since the agenda was sent.

- a. DGDC Meetings The Delaware Code lists Directors and Secretaries as members, but most are sending Proxy's to the meetings. The Proxy representatives feel as though they cannot accomplish what needs to be done. They feel as though they are the wrong people asking the wrong questions. It was discussed the DGDC committee would like to meet with the Cabinet Committee members to discuss this issue.

- b. Data Collection is costing the state more money because each agency is collecting data separately and at times it is the same data we already have. Right now there is no central database to show which agencies have collected what information and be able to share that within other state agencies.

It was discussed that many agencies are dealing with these same issues and Deborah Gottschalk of DHSS stated that her agency has established and Inter Agency Resource Management Council to determine who gathers what data and who maintains this data for sharing.

Ed Kee noted that the membership and duties of the DGDC are clear in Del Code and the DGDC committee should move forward with coordinating the data between agencies.

Cleon questioned if the DGDC should have more authority to collect and maintain this data. He also questioned if this is something the GIS data coordinator from OSPC could do if another person was needed. The committee was generally in agreement that there needs to essentially be a “keeper” of all the data.

Cleon stated that he would like to meet with the DGDC committee and then decide how to move forward. Cleon asked Connie to meet with the DGDC committee and then set up a meeting with the Cabinet Committee members who can attend.

It was discussed that there should be continued communications to discuss this issue so that we can make sure the right person is hired for the vacancy. It was discussed that the new person should have the power to coordinate between agencies and the correct technical toolbox to get the job done.

Connie stated that she would set up the requested meeting but that she is hoping to hire someone as soon as possible. Cleon agreed but stated that the new person coming in should be able to do everything that is needed to collect and maintain data for the State.

III. Future Topics

Cleon stated that he would like to funnel all future topics through the Office of State Planning (OSPC) and the OSPC staff could identify the agency to research the topic so that when it got to the Cabinet Committee on State Planning Issues they would have all the information needed to discuss.

- a. Cleon asked if everyone at the table though that high level projects that go through PLUS should also come before this committee. At this time, PLUS gives technical comments from each agency but there is no venue for a larger State perspective. Ed Kee agreed that we should have a mechanism to discuss these larger projects. John Marinucci agreed that

some projects should have higher level discussions but a threshold has to be set and committee members need to make sure they don't get too involved with the outcome (i.e. DOE doesn't need to be designing roads and DelDOT doesn't need to be designing schools).

Cleon asked the members to think about this proposal and the committee would discuss it again and talk about thresholds at the next meeting.

The meeting was adjourned at 3:20PM