

**Cabinet Committee on State Planning Issues
Haslett Armory, Room 219
February 22, 2012**

Meeting Summary

Committee Members Present

Andrew Lippstone, Office of the Governor, Chair
Connie Holland, Office of State Planning
Tom Cook, Finance
Anas Ben Addi, Delaware State Housing Authority
Collin O'Mara, DNREC
Terry Pepper for Lewis Schiliro, Department of Safety & Homeland Security
Leighann Hinkle for Ann Visalli, Office of Management and Budget
Marti Dobson for Shailen Bhatt, DelDOT

Also Present:

Lee Ann Walling, DNREC
Karen Horton, DSHA
Herb Inden, OSPC
David Edgell, OSPC
Bryan Hall, OSPC
Laura Simmons
Dorothy Morris, OSPC
Kim Cloud, DTI

Lillian Wang, DGS
Kevin F. Coyle, DNREC
David Wunsch, DGS
Sandy Schenck, DGS
Deborah Sullivan, DNREC
Miriam Pomilio, OSPC
Matthew Laick, DSHS

The Cabinet Committee on State Planning Issues (CCSPI) met February 22, 2012 in room 219 of the Haslett Armory in Dover. The Committee met to discuss items set forth in the agenda.

The meeting was called to order at 2:12 by chairman, Andrew Lippstone, followed by a welcome and introductions

Approval of August 23, 2011 meeting minutes

A Motion was made by Andrew Lippstone and seconded by Terry Pepper to approve the October 27, 2011 meeting minutes. Voting was unanimous and minutes from October 27, 2011 passed.

Discussion on path forward for coordinating GIS within the State agencies

Connie and Andrew discussed the importance of GIS to the State agencies and noted that the mission is to coordinate all data available by determining where it is housed and who is in charge of maintaining the data so that it can be available to those that need to share the data for project.

Andrew discussed what data layers are out there that should be shared. Matt Laick discussed that many people use same data and don't realize it. Matt also discussed that agencies often pay for data that is already available but housed in another agency. Anas noted that if all data layers were centralized, more relations can be made.

It was discussed that all agencies agreed that data should be cataloged and shared, but Connie noted that it was a matter of getting all the agencies together to determine how this should be accomplished.

Andrew posed the question if this should be across agencies or counties. Connie stated that we would be remiss to not include all counties and others which is another reason the meeting with interested parties and coordination is so important.

Andrew addressed that his three major concerns are; privacy (Kids Dept.), security and cost.

GIS Discovery Workshop - Presentation

ESRI gave presentation offering executive Sponsorship; three to four hours with each department to go over priorities, GIS available, GIS needed and what the next steps should be. The meeting should be about a half an hour with the Cabinet Secretary to identify mission and three to four hours with line managers and field persons.

Matt Laick stated that the software and infrastructure should be focused on. Everyone will continue to analyze on data in their own way for this own needs, but the software and data need to be available.

David Wunsch discussed the creation of new data. The Delaware Geological Survey (DGS) continuously creates new data therefore, data updates constantly so it is important that all agencies coordinate to ensure that everyone is using the most up to date information and the same base layers.

Secretary Sills stated that the state needs to get an understanding of data available now, what can be shared, how the agencies are getting the information they need now and what the state needs to do differently. In addition, Secretary Sill stated that a savings of one million or more can come from hardware consolidations.

It was noted that the cataloging of data is in the beginning stages but there has been alot put together already.

Secretary Sills stated that the Discovery workshop should determine where to start and then functionality of the data available. It needs to be a group effort to determine what is available and what can be shared. Secretary Sill suggested one of the two larger agencies, DelDOT and DNREC partner with Seth's team to move project along.

Marti Dobson asked what it would mean to head up this project. Seth stated that it is important that they get top level direction on where to go from here and that at this point the group needs to work on the broad ideas of what is needed and not get too technical.

A Motion was made by Andrew Lippstone and Seconded by Terry Pepper to, engage ESRI on cost free basis to conduct Discovery workshops and bring recommendations back to this committee. Voting was unanimous, and motion passed.

Seth thanks everyone and promised that they would be back at the May meeting with a report on the Discovery Workshops and the beginning recommendations.

The meeting was adjourned at approximately 3:54 p.m.