Idaho Geospatial Council – Executive Committee
Subcommittee of the Idaho Technology Authority (ITA)
Meeting Minutes: September 28, 2017
(Approved November 16, 2017)

The September 28, 2017 meeting of the Idaho Geospatial Council – Executive Committee (IGC-EC) was held at 9:30 am (Mountain) in the East Conference Room, Joe R. Williams (JRW) Building, 700 W. State St., Boise, Idaho.

ATTENDANCE

Members/Alternate(s) Present:
Pam Bond, Dept. of Fish & Game (Chair)
Jerry Korol, NRCS
Wilma Robertson, Dept. of Water Resources (phone)
Keith Weber, ISU GIS Center (phone)
Laurie Ames, Nez Perce Tribe (phone)
Dennis Hill, City of Pocatello (phone)
Stewart Ward, Dioptra Geomatics (phone)
Bruce Godfrey, U of I (phone)
Jared Stein, Bannock County Assessor (phone)

Members Absent:
Candice Dodson, Idaho Power
Donna Phillips, City of Hayden
Tom Carlson, USGS
Rick Campbell, US Census Bureau
Bill Farnsworth, Office of the CIO
Stephen Cox, Dept. of Agriculture

Others Present:
Erin Seaman, Office of the CIO
Angela VanderPas, City of Lewiston (phone)

WELCOME

Pam Bond, Chair, welcomed everyone and called the meeting to order at 9:40 am (Mountain). A quorum was not present, so the action items on the agenda were deferred.

INTERIM APPOINTMENT TO PRIVATE SECTOR SEAT

Ms. Bond led a discussion on the qualifications of the two candidates for the recently vacated private sector seat on the committee. The chair has authority to nominate a replacement followed by ratification by simple majority vote of the committee. A special meeting will be called to ratify the replacement.

ITA REPORT

Ms. Bond gave an update on the ITA meeting held September 7, noting that she was not able to attend the meeting but was provided notes on the meeting by Ms. Seaman. The ITA has several new members, including a new chair, Jeff Weak, the new Director of Information Security (DIS) in the Governor's office.

The ITA heard reports on: the Idaho Criminal Intelligence Center (IC2) Fusion Center; negotiations by the State to purchase the Chinden Campus; the Critical Security Controls (CSCs) gap analysis being done by agencies as required by Executive Order (EO 2017-02); and responses received for the Access Idaho Project RFI, which could be followed by an RFP. Actions taken included: approval of the nominations for chair and vice chair of ITLC; and approval of new objectives for the state technology strategic plan.

CITY OF BOISE WEB GIS SURVEY RESULTS

Ms. Bond shared the results of a Web GIS survey done by the City of Boise. Responses were received from nearly every sector, and the results were used to do a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis for web GIS. A brief discussion followed about the Local Government Information Model (LGIM).

Mr. Godfrey joined the meeting at approximately 10:00 am.

TWG UPDATES

SOILS TWG – Mr. Korol announced that the nomination for the Idaho Soils Dataset is nearly complete. He plans to include a "machine readable" link to the metadata in the final draft, and expects to ask the committee to vote on approval at the next meeting.

Discussion followed, with Ms. Bond suggested additional edits, including that the framework dataset be renamed as the "National Soils Survey." Mr. Korol agreed to look into making that change as well as defining the minimum scale.

RECORDS MANAGEMENT IN IDAHO
Mr. Weber led a brief discussion of the current state records retention requirements for GIS and geospatial data. The retention period for this type of data is currently perpetual, and Mr. Weber would like the committee to seek clarification on the process for how these policies are set and whether policies can be changed or refined so that not all data is required to be maintained permanently.

Ms. Ames joined the meeting at approximately 10:30 am, giving the committee a quorum.

MINUTES
MOTION: Mr. Stein moved and Ms. Ames seconded a motion to approve the minutes of the July 26, 2017 Meeting, as presented; the motion passed unanimously.

ITA GUIDELINE G350 (METHODOLOGY FOR RECOGNIZING A TIM FRAMEWORK DATASET)
Ms. Bond discussed the proposed revisions to ITA Guideline G350. Mr. Godfrey explained his proposed revision to include the addition of links to "machine readable" versions of metadata, such as XML or JSON, that can be programmatically injected into a catalog.
MOTION: Mr. Korol moved and Ms. Robertson seconded a motion to approve the revisions to ITA Guideline G350, as amended; the motion passed unanimously.

OTHER BUSINESS
NW GIS USER CONFERENCE – Ms. Bond reported on the upcoming Family Night during the conference, which was scheduled for the evening of October 11. All are welcome to attend.

Ms. Bond added that the SW Idaho GIS User Group would be holding their GIS Day event, called Map Mania at the Watershed, sometime in November, which is usually geared towards kids.

CYBERSECURITY ROUNDTABLE – Ms. Bond gave an overview of the Roundtable coming up during the NW GIS Conference. Guest speakers will include Jeff Weak, DIS; Lance Wyatt, the Chief Information Security Officer with the Office of the CIO; and Nathalie Smith, Esri.

SDI SUMMIT – Ms. Bond discussed the Spatial Data Infrastructure (SDI) workshop which will be held during the NW GIS Conference. Statewide dataset stewards are the target audience for this workshop, which will include a discussion of the nominating process for TIM framework datasets; web services; and data security.

FUTURE IGC MEETING DISCUSSION – Ms. Bond explained that to bolster attendance levels and increase the quality of meetings, she would like to do some co-hosted IGC/SWIG meetings, including a meeting in February in Boise at City Hall. She asked the committee members for their feedback.

GIS DAY IN MOSCOW – Ms. Bond has been invited by Bruce Godfrey to attend GIS Day in Moscow on behalf of the IGC-EC on November 15th. She will be discussing the IGC and IGC-EC and the revised strategic plan. Anyone wishing to suggest additional topics for her to discuss may contact her directly.

ADJOURNMENT AND NEXT MEETING
The meeting adjourned at 10:46 am. The next meeting was scheduled for November 16, 2017.

Respectfully submitted,

Erin Seaman

Erin Seaman, Office of the CIO