

## GIS Steering Committee

Meeting Minutes - February 9, 1994

The meeting was called to order at 1:30 p.m. by the Chair, Rod Armstrong.

Present were (\* authorized to vote):

* Rod Armstrong	Governor's Policy Research Office
Mahendra Bansal	Natural Resource Commission
* Jim Brown	State Surveyor's Office
* Dennis Burling	Department of Environmental Quality
* Blaine Dinwiddie	Omaha Public Power District
* Steve Henderson	Department of Administrative Services
* Les Howard	Conservation and Survey Division
* Terry Kubicek	Natural Resources Commission
Tom Lamberson	Department of Environmental Quality
Jim Merchant	Conservation and Survey Division
* John Miyoshi	Lower Platte NRD
* Jon Ogden	Department of Roads
* Duane Stott	Scotts Bluff County Surveyor
* Laura Valenziano	Legislative Research Office
* Dennis Wilson	City of Omaha
* Larry Worrell	Lancaster County Surveyor
Larry K. Zink	Coordinator, GIS Steering Cmte.

**NOTICE OF MEETING.** A public notice of the meeting pursuant to Section 84-1411 R.R.S. 1943, was published in the Omaha World Herald on February 2, 1994.

**MINUTES:** Jon O. moved, Larry Worrell seconded, that the minutes be approved as distributed. The motion carried 9 for and 3 not voting (see attached Voting Record, vote # 1)

**DATA INVENTORY SUBCMTE:** Jon O. reported that the Pilot Project is moving along. They plan to do a "show and tell" at the March GIS Forum and would like to have some additional metadata in the system by then. Jon O. handed an instruction sheet for entering agency metadata into the system, via an off-line Data Inventory Program available from Steve Jonas, Nebraska Library Commission. Jon O. urged Str. Cmte. agencies to assist the project development team by entering their data in the next few weeks.

**POLICY SUBCMTE:** LB 421 Rod A. reviewed LB 421, legislation to create a private, non-profit One-Call Notification center for buried utilities. Rod A. and Larry Z. had talked with Charlotte Centouri, State Fire Marshall's Office, to ask if GIS was being considered for this application, and that if it is would the resultant coverages be available to public agencies. At this point it does not appear to be real clear how the concept will be realized, if it passes, but our interest has been noted.

UNL Archeological GIS Layer Proposal Larry Z. reviewed a grant proposal from the UNL Anthropology Dept and the State Museum for funding from DOT funds to produce an archeological GIS coverage for the state. The authors of the grant had been in communication with Larry Z. and requested a letter of support for the proposal. Larry Z. had discussed the grant proposal with the Policy Subcmte. and they had suggested a few changes to the proposal as it relates to the GIS Str. Cmte. -- these changes were made in the proposal. The basic information will be from the State Historical Society and the resultant GIS coverage will be owned by the Historical Society. However, at least in the interim, it will be housed at the University of Nebraska.

Larry W. moved, Dennis W. seconded, that the GIS Steering Committee go on record as supporting the proposal by the UNL Anthropology Dept for the "Development of a Pilot Cultural Resources GIS for the State of Nebraska" and that a letter of support be sent to R. James Pearson, Dept. of Roads, urging its consideration for funding. The motion passed with 11 "for" and one "not voting" (see attached Voting Record, vote # 2).

LB 1301 Larry Z. noted that he had been contacted by the Health Dept. for suggestions on LB 1301. Among other things, LB 1301 called for all drinking water tests to be indexed by "geographic location". DOH had also contacted DEQ and NRC about how to best approach this within the database. Larry Z. indicated that he conferred with Dennis B. and Terry K. and informed DOH that these two would be following up on their query.

**TECHNICAL STANDARDS SUBCMTE:** Terry K. reported that the Subcmte. had not meet and that there was nothing new to report. Larry Z. noted that, per Str. Cmte. decision at the last meeting, he had 100 copies of the GIS Technical Standards printed and that they are available. Larry also handed out two recent articles on states and technical standards that Jim Merchant had given to him to distribute.

**EDUCATION SUBCMTE:** Jim Merchant was not available and so had no report. Larry Z. did note that Jim M. had informed him that he was wanting articles for the next Nebraska GIS Update newsletter.

**GIS REVIEW SUBCMTE:** Civil Defense Purchase Request Laura V. reported on the Review Subcmte.'s meeting to review a purchase request from the State Civil Defense Agency that was referred to the Review Subcmte. from Steve H., DAS/CDP. The purchase request was for hardware and software for the Civil Defense Agency to connect with NRC's GIS. Laura V. reported that the Subcmte. had recommended approval of the request and had also recommended that a comprehensive study of disaster-related information needs be undertaken. The rationale for these recommendations was included in a "justification document" that was handed out at the meeting. Steve H. reported that, pending approval by the full Str. Cmte., it was his intention to approve the request, contingent upon compliance with the recommendations outlined in the "Justification of Approval" document.

Laura V. moved, Terry K. seconded, that the GIS Steering Committee recommend approval to DAS/CDP of the Civil Defense request for hardware and software related to making connections with NRC's GIS. The motion passed unanimously (see attached Voting Record, vote # 3).

Reflections on Review Subcmte. Process Laura V. expressed concern about taking the time of guest representatives from other agencies to discuss the internal dynamics and/or policy questions relating specifically to the Review Subcmte. or Str. Cmte. She indicated that she didn't think it was fair to the outside agency representative and presented a unfavorable picture of the Str. Cmte. She suggested that these types of discussion be conducted before the guest rep. was there, or at the Policy Subcmte., or some other forum.

Terry K. expressed his concern that the Review Subcmte. was dealing with policy issues, when in his view it was set up for technical reviews. Larry Z. expressed his desire that the Str. Cmte. would clarify this "technical versus policy" discussion, because he was finding himself in the middle. Larry Z. indicated that it was his understanding that addressing policy issues were within the responsibility of the Review Subcmte. He referred to the "Purpose of Subcommittee" section from the "Operation Guidelines for the GIS Review Subcommittee" adopted on 9/15/93,

**"Purpose of Subcommittee:** The purpose of the GIS Review Subcommittee is to participate in fulfilling the legislative mandate (see LB 541) to CDP to control expenditures relating to GIS, in the state of Nebraska. In conjunction with CDP, the subcommittee will develop a process which will

help to ensure that purchases of GIS hardware and software are compatible with the state's existing GIS environment and that agencies follow guidelines and standards adopted by the GIS Steering Committee. CDP will retain responsibility for technical reviews including cost-benefit analysis and machine configuration, sizing, and performance issues."

In the discussion that followed there was general agreement that policy issues were within the purview of the Review Subcmte., however, the Subcmte. needed to find avenues to discuss these issues without wasting the time of the representative of the requesting agency.

Terry K. also raised his concern about the application of the "conflict-of-interest" on the GIS Review Subcmte. He noted that in this most recent case, two of the four agencies represented had a potential conflicts-of-interest (NRC-connectivity to their system and DEC-access to their dataset). He also observed that as we move forward with connectivity and integration of GIS systems, it will increasingly difficult to find situation where there is not "conflicts-of-interest" on this level. Terry K. proposed an alternative approach, instead of an agency recusing itself, it could in most instances just declare its "conflict-of-interest" or its "degree of interest" in an issue before the Review Subcmte. This approach was generally supported by the Str. Cmte., however no specific action was taken.

Laura V. requested that the Str. Cmte. defer taking further action in this area until Jim Brown could be present, since he is on the Review Subcmte. and was at that time at an Appropriations Committee hearing. The Str. Cmte. did defer further action until Jim B. was present. When Jim was able to attend, later in the meeting, he was briefed on the previous discussion.

After Jim B.'s return, Laura V. moved, Jim B. seconded, that the GIS Review Subcmte. adopt the following procedure: the GIS Coordinator will solicit and compile comments and concerns from Subcmte. members; in the event there appears to be significant policy or technical concerns and/or conflict the Subcmte. shall meet and discuss those concerns prior to having a guest representative from the requesting agency present to answer questions; and the Subcmte. will draft a document outlining their decision(s) relating to the referral and the reasons for those decisions. The motion passed unanimously (see attached Voting Record, vote # 4).

#### **COOPERATIVE EFFORTS WITH ARMY CORPS OF ENGINEERS AND CIVIL DEFENSE.**

Larry Z. provided an update on efforts to work with Civil Defense, the Corps, and FEMA to generate GIS coverages that could be used for Nebraska disaster planning and response. The State of Iowa proposal, upon which Nebraska efforts were being patterned, was initially rejected by the national FEMA office. Apparently the problem was the GIS hardware and software which was a significant part of the Iowa proposal. The Iowa proposal was rewritten, removing the hardware and software, and it has recently been approved. Larry Z. reported that the Corps is still interested in working with Nebraska on a similar proposal. Larry announced that the working group who drew up the original draft GIS coverage "wish list", and anyone else interested, would meet following the Str. Cmte. meeting to further refine the "wish list".

Terry K. raised the question of the availability of the state match for this work and specifically about CDBG funds. No one knew much about this and it was agreed that we would need to explore this with Rick Semms at Civil Defense. Terry K. also raised the issue of state agencies generating some of these coverages as opposed to the Corps. It was decided to pull together a list of available coverages and desired coverages. To solicit Civil Defense's and other agencies input into this list. To request cost estimates from the Corps and interested state agencies, to generate these coverages. To run this draft of coverages past FEMA people to uncover any concerns. And to attempt to have a proposal ready for the next GIS Str. Cmte. meeting.

**DIGITAL ORTHOPHOTO QUADS:** Report from the Ad hoc DOQ/Local Government Subcmte. Terry K. reported that the Ad hoc Subcmte. had decided to not pursue personal interviews with local government officials about DOQs. Their recommended approach was to include the following questions on the local government needs assessment survey form:

- Do you use aerial photography?
- Have you used or are you familiar with digital orthophoto quads (DOQs)?
- If you are familiar with DOQs, would you use them in your work?
- Are you willing to help pay for acquiring DOQs? Amount?

Tim Prescott, DOQ/SCS Report Tim provided the Str. Cmte. with an overview of current status of Nebraska NAPP photography and SCS's costs for acquiring DOQs and DOQQS. The Str. Cmte. had requested this information to explore the possibility of cooperating with SCS to acquire DOQs or DOQQs. A sample of the information he provided is as follows:

3.75' x 3.75' format 1:12,000 scale from NAPP

Digital only

DEM not available: \$475      DEM available: \$375

Digital only using airborne GPS instead of field control

DEM not available: \$375      DEM available: \$275

Digital with Graphic (modified collar)

DEM not available: \$600      DEM available: \$500

There are 2560 3.75' quadrangles in Nebraska with DEMs and 3724 3.75' quadrangles without DEMs and therefore a total cost for SCS for all the DOQQs for Nebraska (digital only) would be \$2,728,900.

**TRANSLATING ARCINFO AND INTEGRAPH FILES:** Jon O. reported that following the discussion at last month's Str. Cmte. he has secured commitments for DOR staff to work on a two phase project to research and achieve translation and transference between these two major GIS file formats. Jon O. said that DOR conceives of the project as having the following two components:

- Translation of DOR's Integraph files to a format compatible with another agency's ArcInfo-based GIS and vice versa.
- Researching the range of possibilities for actually transferring the files (from sneakernet to mainframe to Internet).

Jon O. invited other interested agencies to join with DOR in this effort. Both NRC and DEQ expressed an interest. Laura V. moved, Terry K. seconded, that the GIS Str. Cmte. endorse this proposed project to explore, prove and report on the capability to move data from the Integraph GIS environment to the ArcInfo GIS environment (and vice versa), with potential participating agencies including DOR, NRC, and DEQ. The motion passed unanimously (see attached Voting Record, vote # 5).

**POLICY SUBCMTE REPORT ON LONG-RANGE PLANNING:** Needs Assessment Followup

Rod noted the summary of agency questions and needs that Larry Z. had prepared from the agency responses to the needs assessment process. Rod said that he and Larry had discussed this list and felt that a good next step might be for Larry to contact agencies that indicated a specific needs and explore that further with agency personnel. The Str. Cmte. supported this approach.

Local Government Needs Assessment & Plans Larry Z. reported that the plans for this so far was for a modified version of the state agency needs assessment form to be sent out to a sample of municipalities, counties and NRDs. Larry Z. noted that he had sent out a copy of the survey form to several members of the Str. Cmte. for suggestions on modifications and had received very few of these back.

Federal Government Needs Assessment and Plans Larry Z. reported that the only idea currently for this is to see if Rod Larson, Corps of Engineers, was willing and able to follow up on an earlier expressed interest to do this for Nebraska. Larry Z. reported that he had discussed this briefly with Rod just a couple days ago and he still was interested but needed to discuss it with others, prior to making a commitment.

Continuing to Sketch a Broad Vision of Nebraska GIS Development

Larry Z. had passed out a review sheet of general concepts or policies that the Str. Cmte. had developed, in the past, about the future shape of GIS development in Nebraska. He proposed that following the completion of the state agency needs assessment it was timely to return to the challenge of developing consensus around the shape and direction of GIS development.

Larry Z. proposed a process by which the Str. Cmte. seek to identify broad concepts or policies that the Str. Cmte. should developed further. As the Str. Cmte. identifies these broad concepts over the next several months, it can then take them individually and seek to develop a consensus around their further definition. Larry Z. suggested that we start with those concepts identified a little over a year ago at the all-day retreat. Larry suggested that the other piece of the process should be making note of all "Tasks" identified and noting "Responsibilities" for accomplishing those tasks.

The Str. Cmte. was supportive of the process suggested, however do to the lateness of the hour it was suggested that this be taken up at the next Str. Cmte. meeting. Larry requested that Str. Cmte. members could get the process "kick-started" by thinking of concepts or policies that need to be defined and get them into him by February 23rd. Larry Z. will send these out with the agenda for the next meeting.

**STR. CMTE. MEMBERS UPDATES ON THEIR AGENCY GIS ACTIVITIES:**

Jon O. reported that DOR is proceeding to work with NGS to develop a HARN (High Accuracy Reference Network) for Nebraska. He also reported that DOR and NRC had held a meeting and agreed, among other items, to work together on the HARN project. Jon O. raised a concern about how & who will administer and maintain the user-defined network that will ultimately be developed in association with the HARN. Jon felt that this was an issue the Str. Cmte. should address.

Rod A. reported on the planning for, and invited people to attend the Governor's Conference on Information Technology to be held at the Center for Continuing Education on March 7th & 8th.

Terry K. reported on some preliminary discussions with the Fire Marshall's office about hardware and software compatibility. Terry K. also noted NRC efforts to work with the Nebraska Forest Service, the local NRD, and SCS, on a Rock Creek eco-system study, north of Lincoln.

**OTHER BUSINESS:** Laura V. raised the issue of the Str. Cmte.'s earlier discussion about doing Fiscal Notes on proposed legislation that might related to GIS. While the general discussion that followed was positive to the idea, no action was taken.

Larry expressed his interest in attending both the Mid-American GIS Symposium this May in Kansas City and the fall meeting of the National State's GIS meeting. He said he would appreciate any support that might be available from the Str. Cmte. to attend those meetings. He also noted that the early registration deadline for the Mid-America Symposium was in March.

**NEXT MEETING:** The next GIS Str. Cmte. will be held on March 9th in the East Campus Union. The Policy Subcmte. will meet on February 24th in the vault off of Rod A.'s office in the NE corner of the State Capitol (Door 1316).

## **TO DO LISTS:**

Everyone - All agencies having GIS databases or coverages please contact Steve Jonas, Nebraska Library Commission, to arrange to input your GIS metadata into the Data Inventory System developed by the Pilot Project Team. They would like the data in prior to the March GIS Forum where they will do a "show and tell" on the new system.

Everyone - Str. Cmte. members are urged to develop a list of broad concepts or policies that the Str. Cmte. should address as it outlines long-term plans for Nebraska GIS development. This list should be sent to Larry by February 23, 1994.

GIS Disaster Working Group - Refine the draft list of desired GIS coverages, solicit input from Civil Defense and other concerned state agencies, solicit cost estimates from Corps and interested state agencies, explore the possibility of an advance review by FEMA, and prepare a draft proposal for the March GIS Str. Cmte.

Lash C., Terry K, Larry W., Judy L., Duane S., Jim B., Jim M., and John M. - complete review of state agency needs assessment survey form and provide Larry with suggestions for modifying the form for local governments.

GIS Steering Committee  
VOTING RECORD

Date 2/9/94

	Attendance Minutes	Autrapology	Review Rec.	Review Procedure	Data Proj.					
	#1	#2	#3	#4	#5					
DAS - Steve Henderson	P	+	+	+	+	+				
DEQ - Tom Lamberson Dennis Burling	P	+	+	+	+	+				
CSD - Perry Wigley Les Howard, Jim Merchant	P	+	+	+	+	+				
NRC - Dayle Williamson Terry Kubicek	P	+	+	+	+	+				
PRO - Rod Armstrong	P	+	+	+	+	+				
DOR - Jon Ogden	P	+	NV	+	+	+				
Surveyor - Jim Brown	A/P				+	+				
LRD - Laura Valenziano	P	NV	+	+	+	+				
John Miyoshi	P	+	+	+	+	+				
Blaine Dinwiddie	P	NV	+	+	+	+				
Judy Larsen	A									
Larry Worrell	P	+	+	+	A	+				
Lash Chaffin	A									
Duane Stott	P	NV	+	+	+	+				
Dennis Wilson	P	+	+	+	+	+				
TOTALS	13-P	9-(+) 2-(NV)	11-(+) 1-NV	12(+)	12(+)	13(+)				

P = present  
A = absent

"+" = voting for  
"\_" = voting against  
"NV" = not voting