

## GIS Steering Committee

Meeting Minutes - May 19, 1993

The meeting was held in the Conference Room of the Nebraska Natural Resources Commission (NRC). Prior to formally convening the meeting, NRC staff provided those present with a presentation of GIS-related products and processes undertaken by NRC.

The meeting was formally called to order at 2:15 p.m. by the Dayle Williamson, setting in for the Chair, Rod Armstrong. Rod arrived shortly afterwards.

Present were: (\* authorized to vote)

* Rod Armstrong	Governor's Policy Research Office
Mahendra Bansal	Natural Resource Commission
* Dennis Burling	Department of Environmental Quality
* Blaine Dinwiddie	Omaha Public Power District
Val Goodman	Legislative Research Office
* Steve Henderson	Department of Administrative Services
Terry Kubicek	Natural Resources Commission
James Langtry	Lancaster County Surveyor
Gerald Mestl	Nebraska Game & Parks
* John Miyoshi	Lower Platte NRD
Dale Mundy	Department of Economic Development
* Duane Stott	Scottsbluff County Surveyor
Susan Traylor	Nebraska Game & Parks
* Perry Wigley	Conservation & Survey Division
* Dayle Williamson	Natural Resources Commission
Larry K. Zink	Coordinator, GIS Steering Cmte.

**MINUTES:** Dayle W. moved that the minutes of the April 21st Str. Cmte. meeting be approved as written. The motion was seconded and passed unanimously.

**APPROPRIATION BILL LANGUAGE AND ITS IMPLICATION FOR STRATEGIC PLAN:** Larry reviewed his general reflections on the implications of the language included in the Appropriations Bill, as it related to the GIS Str. Cmte. and its Strategic Plan. *The Appropriations Bill wording had been mailed out earlier with the Agenda and a printed copy of Larry's reflections are attached to these minutes.* Larry noted that several of the duties outlined in the Approp. Bill were in harmony with current wording or intent of our Strategic Plan. However some of them might require a minor expansion of the current language or intent, as noted in his printed summary. However, Larry also noted that in other areas the Legislature seemed to significantly expand the role/expectation of the Str. Cmte. in the areas of providing an "objective" assessment of needs, prioritizing those needs, and recommending funding for program initiatives to met those needs.

A general discussion followed Larry's report. Dayle W. noted that he was not surprised by the Appropriations Cmte.'s action due to nature of the questions and concerns that were raised about GIS during earlier Appropriations Cmte. hearings. Concerns were raised about the potential for a "stranglehold" on further GIS progress; the need for a further definition of the phrase "significant expansion" of GIS. Steve H., representing DAS, responded that he also had questions about the interpretation of the Approp. Bill language. Steve H. said he would suggest, to his superiors in DAS, a process of returning to the Str. Cmte. for guidance on questions related to GIS expansion. Terry K. noted the importance of the GIS Str. Cmte. completing "its comprehensive planning process" and suggested the use of Phase I, II, etc. terminology to indicate progress in planning. Steve H. suggested the possibility of using the terminology of version I, II, etc. No action was taken in this area.

#### **IMPLEMENTATION OF HIGH PRIORITY OBJECTIVES IN STRATEGIC PLAN:**

Larry reviewed his reflections on questions related to implementing the high priority Objectives in the Strategic Plan (*printed copies of these reflections were mailed out with the meeting agenda*).

Needs Assessment Process: Larry suggested combining efforts to implement Goal 1, Objectives 1, 2, & 3 into a general needs assessment process. Larry handed out during the meeting a draft of a needs assessment questionnaire and requested feedback. Given the Appropriations Bill language, questions were raised about whether increased information should be solicited regarding hardware and software. The Str. Cmte. decided to provide written feedback to Larry, by Wed., May 26th. A Policy Subcmte. would be convened to review the feedback, adopt final questionnaire language, and authorize the initiation of the needs assessment process.

Subcmte. Responsibilities: Larry asked for clarification of which Subcmte. would have oversight responsibilities over the needs assessment process and of Goal 3, Obj. 1, "Establish guidelines for database creation to facilitate data sharing." Following discussion, the Str. Cmte. decided that the Policy Subcmte. would have overall oversight responsibility in both of these areas, with input from other Subcmtes.

Inform State and Local Policymakers: Larry noted that Jim Merchant, Chair of the very small Education Subcmte, has indicated that he is pretty swamped and will be unable, at least in the short-term, to take on any additional responsibilities. Jim M. did state, however, that he thought a lot was happening in this area already. Larry asked the Str. Cmte. what, in addition to current activities, they wanted to happen in this area and who would do it. It was suggested that we focus on arranging GIS-related presentations before key groups. Str. Cmte. members were asked to send to Larry dates and places for meetings where a GIS presentation would be appropriate.

Rotunda Fair: Larry asked the Str. Cmte. whether it wanted to proceed with scheduling and planning a GIS Rotunda Fair early in 1994. Following a brief discussion, the Str. Cmte. decided to research the matter further, with the intent to host such an event. Larry also asked the Str. Cmte. if they wanted to continue to host the GIS Forum during the next academic year. Following discussion of the pros & cons, the Str. Cmte. decided to continue to host these events and authorized Larry to reserve the facilities for them.

Secure agencies input and commitment to Strategic Plan: Larry reported that it was unclear how far the Str. Cmte. wanted to go with this Objective. Larry outline three options that might be pursued. Perry W. noted that one clear indication of an agency's commitment was their willingness to put up funds for staff to help implement the Strategy. The Str. Cmte. – decided to wait until the Appropriations Bill is passed and then send its GIS-related wording and the Strategic Plan to all the participating agencies with a cover letter asking for their active support. Rod A. will draft the cover letter for this and have it available at the June meeting.

**FUTURE STR. CMTE. STAFF NEEDS:** Rod A. noted that while the Appropriations Cmte. offered the Str. Cmte. strong wording of support for its efforts, it offered no appropriation to support its work. Rod shared with the Str. Cmte. his intention to approach participating agencies for contributions to the State Surveyor's Cash Fund to raise \$25,000 to \$30,000. This would provide the necessary funding to continue Larry's employment as Coordinator and to increase it to a full-time position. The Str. Cmte. indicated support for this effort. The question was raised as to the amount being requested from each agency. Rod indicated he was asking for \$5,000 were possible.

**DATA INVENTORY SUBCMTE:** No report.

**POLICY SUBCMTE:** Rod A. reported that the Policy Subcmte. recommended that the Str. Cmte. adopt, as an interim standard, the Communications Standards proposed by the Policy Subcmte back in April of 1992 (*sent out earlier with the agenda*). Discussion noted that these were barebones standards and that they could be made a little clearer with some wording change. Dayle W. moved, and it was seconded, that these proposed standards be adopted as interim communication standards. The motion passed unanimously.

Rod repeated the Policy Subcmte.'s request that everyone send to Larry, dates, places and key contacts for group meetings appropriate to GIS presentations.

**TECHNICAL STANDARDS SUBCMTE:** No report.

**EDUCATION SUBCMTE:** No report.

**STAFF REPORT:** Attached to minutes.

**FUTURE MEETING DATES, PLACES, AND AGENDAS:** It was decided to invite Bill Miller, DAS, to give a presentation on Frame/Relay Communications at the June Str. Cmte. meeting. Steve H. offered to host the Str. Cmte. for its June meeting (*since then Steve has discovered that he has a conflict and the June meeting has been moved to the Dept. of Roads Auditorium*). The Str. Cmte. discussed but made no decision about having Jim M. give a presentation on his GIS slideshow presentation.

**NEXT MEETING:** Wednesday, June 16th, 1:30 at the Dept of Roads Auditorium, Main Building, 14th & Hwy 2.