



REGIONAL GEOGRAPHIC ADVISORY COMMITTEE

OCTOBER 22, 2009

COMMUNITY PLANNING ASSOCIATION

**** MINUTES ****

ATTENDEES: Nathan Bentley, Ada County Information Technology, **Chair**
Mike Borzick, City of Kuna
Mike Bruse, Canyon County Assessor's Office
Rod Collins, City of Nampa, **Vice Chair**
Tina Fenske, City of Garden City
Jim Hetherington, City of Boise
Kathy Knapp, Canyon Highway District
Dave Marston, City of Caldwell
Chuck Spencer, Ada County Highway District

MEMBERS ABSENT: Brian Emmen, Idaho Transportation Department
Miguel Gaddi, Public Participation Committee
Dan Hunter, Canyon County Development Services
Robin Jack, City of Meridian
Anne Kawalec, Ada County Assessor's Office
Todd Milich, Nampa Highway District #1
Bill Vaughan, City of Eagle

OTHERS PRESENT: Eric Adolfson, COMPASS
Ross Dodge, COMPASS
Debbie Winchar, COMPASS

CALL TO ORDER

Chair Bentley called the meeting to order at 2:05 p.m.

AGENDA ADDITIONS/ANNOUNCEMENTS

Ross Dodge will present Item V-E. - RRC/ISDI GIS Week in Anne Kawalec's absence.

OPEN DISCUSSION

None.

Since a quorum was not present, Chair Bentley moved to the Information/Discussion Items.

INFORMATION/DISCUSSION ITEMS

A. ISDI Data Standards

Chair Bentley stated since RGAC's last meeting, he has not received any ISDI data standards.

Ross said that ISDI stands for Idaho Spatial Data Initiative; Gail Ewart's attempt to coordinate GIS on a statewide basis. The data standards are different framework data sets, which if we were to build those framework data sets ourselves, would meet certain minimal standards.

Chair Bentley received Emergency Facilities Standard data from Ada and Canyon Counties which resulted in a simple merge of the data.

Quorum now present, Chair Bentley moved the order of the meeting back to the Consent Agenda.

CONSENT AGENDA

A. Approve August 27, 2009 Meeting Minutes

Chuck Spencer commented that on page 3, under Regional Resource Center (RRC), reference to RCC should be changed to **RRC** and on page 4, Mike Gwartney should be listed as the **Director of the Department of Administration**, rather than the Director of Idaho Geospatial.

Mike Bruse moved and Dave Marston seconded to approve the August 27, 2009 meeting minutes as amended. There being no further discussion, the motion was unanimously approved.

ACTION ITEM

A. Election of Vice Chair for 2010

Rod Collins stated two nominations were received: Mike Borzick, City of Kuna and Anne Kawalec, Ada County Assessor's Office. Not hearing any other nominations, the nominations were closed.

After a show of hands among committee members present, Mike Borzick was nominated RGAC's Vice Chair for 2010.

INFORMATION/DISCUSSION ITEMS

B. Emergency Services Workshop

Chair Bentley said he sat on the planning organization team that organized the workshop. A full document will be out by the end of November 2009 and a short briefing of the findings will be presented at the next GIS meeting. The workshop was a very successful exercise with the best turnout of GIS and Emergency Management personnel (sixty participants).

Chair Bentley commented that a regional needs assessment for public safety personnel is needed. He stated that Jay Young with the City of Nampa's planning and engineering department is doing an excellent job in doing this at Canyon County.

The common themes and recommendations voiced at the workshop were:

- A common operating picture (COP) for all, on a regional or even statewide level, supplied with accurate and up-to-date data. This would tie together all the information silos that now exist, including Ada County Dispatch, Canyon County Dispatch, WebEOC, GIS, and information from crime analysis units and HazMat analyses.
- Access to all the information provided by the COP to personnel in the field and the ability to “markup” the “map” in field and share that new information with others in real-time.
- None of the current systems fully meet the information needs of public safety personnel; to a large degree they are routinely operating in an information vacuum.
- Start a technical working group (TWG) as part of RGAC to identify regional COP standards for GIS in support of public safety.
- Improve communications between the public safety and emergency management community and GIS community.
- Create a solid foundation for regional or statewide COP.

Ross asked the committee if they felt RGAC should have a role in this area or just as participants at the table. The data received by emergency services comes from the jurisdictions. A two-county centerline file would be a role this committee could perform.

Tina Fenske commented that in order for Garden City to participate, Memorandums of Understanding (MOU) would have to be prepared to get the data and suggested a subcommittee through RGAC develop those agreements.

After discussion, **it was the consensus among committee members present to form a workgroup to create the MOUs, in order to maintain a standard set.**

A suggestion was made to create, for cross-training purposes, a “continuity folder.”

C. Short Term

Ross Dodge stated he met with Canyon County staff to discuss the preliminary file but has not done follow-up with some of Nampa or Caldwell’s issues. A further review of this item will be presented at RGAC’s next scheduled meeting.

Eric Adolfson commented that Ada and Canyon Counties are working on editing line data regarding centerline files. Eric has starting working on a system to add fields to both centerlines. Ada and Canyon Counties have independent dispatch software that requires their own fields.

Ross replied the goal is to get more of the points to snap together; it won’t just look like a two-county centerline but will actually be routable across county lines. Eric commented that he is not sure what the software requires precision wise; it will have to be tested once all the fields are distributed.

C-1. Emergency Services/Regional Planning Data Needs

Ross presented a spreadsheet, based on a binder of information that was provided at the emergency management/GIS meeting at Meridian City Hall on September 25, 2009. Many data needs on that list are also needed for regional land use/transportation planning.

Ross commented that he wanted to make sure this committee is in agreement regarding the data layers to address on a regional scale.

The committee reviewed and discussed the various layers included on the spreadsheet.

Discussion:

- Who will take ownership of the school layer? A data steward is needed.

Ross replied that COMPASS will take ownership if that's what the committee decides: if so, updates would have to be given to COMPASS on a regular basis. Ross suggested that the respective school layers from each jurisdiction be updated annually on the ftp site.

- Each jurisdiction would maintain their respective data but a regional data set would be the responsibility of COMPASS.
- Hospitals: Jay Young maintains dispatch data for Canyon County and Rob Hall maintains data for Ada County. Chair Bentley, as the data steward, merges and publishes the data.

Ross replied that hospitals are important for transportation planning and it is important to ensure continuity in maintaining this data.

- COMPASS has a regional parks layer but does not receive information when a city brings in a new park. The committee agreed to recognize COMPASS as the data steward for the authoritative school and parks data set. Work still remains on getting respective jurisdictional data to COMPASS for merging into a regional set.

Ross suggested the city jurisdictions update their parks, greenbelt, and pathway data annually on an ftp site.

- Churches: This is a layer that will need more work. The committee also agreed that Ada County would be the official data steward of the authoritative regional hospital and stations data sets.

D. Mid Term

The committee is evaluating methods to easily exchange data files with a high level of confidence that it is current, accurate, and includes metadata. Rod Collins stated an ArcGIS Online workshop was held on October 8, 2009.

Chair Bentley commented that he created a southwest regional GIS group on ArcGIS Online and published a public safety facility site.

Ross presented and demonstrated how to use the online site. Ross stated this is futuristic and shouldn't overshadow our attempt to build up the ftp site to promote the habit and practice of sharing updated data.

Ross then demonstrated Filezilla which is an easy to use file manager for sharing data across an ftp site. Filezilla can also be used with a windows scheduler script to upload files automatically. Chuck Spencer commented that he will work with individual RGAC members to get contact names for read/write access to their respective folder.

E. RRC/ISDI GIS Week

Ross Dodge stated ISDI GIS Week will be held October 26-30, 2009.

Ross commented that RRC stands for Regional Resource Center and it is Gail Ewart's attempt to bring local control to how we want to structure GIS in the region rather than having the state mandate the standards. This past summer, Gail requested proposals to develop an RRC (i.e., data sharing, technical support, educational location for training, etc.). Proposals were prepared by eastern and northern Idaho; southwest Idaho was a little late preparing their proposal. An RRC proposal was created for this area but questions are pending regarding a physical location with staff. The proposal is in the beginning stages and is a work in progress. How RGAC fits into this process is still to be determined.

The subcommittee drafting the proposal consisted of:

Tyson Taylor and Charla Adams, BSU
Jenn Atkinson, SAGE
Anne Kawalec and Dan Narsavage, Ada County
Chuck Spencer ACHD
Jimae Haynes, Boise City
Ross Dodge, COMPASS

Other

A. New Business/Announcements

None.

B. Next Meeting: Thursday, January 21, 2010, 2:00 p.m., at COMPASS.

ADJOURNMENT

Jim Hetherington moved and Rod Collins seconded adjournment at 3:18 p.m. Motion carries.