Meeting Minutes

The intention of this document is to reflect all relevant topics discussed, any work issued and decisions reached during the course of the meeting. Any questions, comments or concerns regarding the content as documented shall be submitted to OCTO GIS. All meeting minutes are considered DRAFT until voted and approved by the GISSC.

Status of Minutes: FINAL

Meeting Title: District of Columbia GIS Steering Committee (GISSC)   **Meeting Date:**   Sept 21, 2010

Meeting Location: 441 4th Street NW, Washington, DC 20001; Conference Room 1107

Meeting Attendees: See Attached Sign-In Sheet

#	Speaker	Topic Discussed	Action/Conclusion	Representing Party	Due Date
1		**Round of Introductions**			
2	Barney Krucoff	**DC GIS News**	Presentation	OCTO	
3		2011 Budget Remarks – Success in recent procurements and doing okay in terms of funds. Operating budget is tight. Capital budget is good and can be used for capital projects.			
4		DC GIS has now moved to 1100 15th Street NW, 9th Floor with other OCTO applications groups.			
5		3D DC government WiFi access – a demonstration of using the Google Earth 3D browser plugin: http://3ddc.dc.gov/dcnet/wifi/			
6		New Citrix Issue – the current issue is that if one user crashes, then the server is disabled making it unavailable to all users until it is restarted.			
7		Residential Units in MAR – Just completed a project with USPS. We now have between 96 to 98% of residential units in the MAR to geocode against. New issue concerns the retirement of old residential units. Should we keep track of retired units?	Question/Concern		
8	Charlie Richman	Yes. It is important to the Office of Planning to keep track of past units such as those in affordable housing. Will there be a service to mail all residential units?	Response	OP	
9	Barney Krucoff	Yes we will, but that service essentially already exists with the notification tool in DC Atlas	Response	OCTO	
10	Lindsley Williams	Could primary addresses have a count of units within it for the MAR?	Question/Concern	Holland	
11	David Jackson	Yes, we can add this to primary addresses	Response	OCTO	
12	Barney Krucoff	Notification – We've received positive feedback with the new notifications via the Gov Delivery system. Do people want additional notifications via			

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		facebook or twitter? It wouldn't be new content, but another place to post notifications.			
13		ArcGIS.com Demonstration – This will be postponed for a later time. Anthony Puzzo of ESRI has volunteered to host a separate meeting for this along with OCTO.			
14	Barney Krucoff	**ESRI Enterprise License Agreement**	Presentation	OCTO	
15		Signed and completed by both the Offices of Contracting and Procurement and the Chief Technology Office.			
16		Two year contract expiring September 2012			
17		There is a lot of availability in terms of software with a few limitations. Limitations are third party software that ESRI does not own. (See presentation for details)			
18		Data availability includes business analyst and also tapestry data (demographics on what persons purchase what).			
19		Private ESRI technical advisor – Chris Schielein will be working with DC developers mainly in OCTO GIS			
20		300 Credits for training, technical consulting, system design and more.			
21		Enjoy the show now, but we need to be mindful of what we acquire. At the end of the contract we will have to pay maintenance on what we have deployed.			
22		We will continue to use the large license pool that already exists.			
23		We'll focus on large scale ArcGIS Server deployments for everyone's use.			
24		Agencies that are GIS intense users will have a POC that can contact ESRI directly; however OCTO GIS will be main POC for most cases.			
25	Anthony Puzzo	Remarks – There will be a change to the license model that DC now uses. Instead of standalone or concurrent licenses, they will be handled more like a check in/out process. Users can check out a license for a period of time. Additionally, mobile GIS has traditionally been on the server side, but is now included in ArcGIS desktop 10. Additional newer software includes Geoportal and Image Server extensions. Are there any questions?	Question/Concern	ESRI	
26	Timothy Abdella	Is ESRI going to be hosting any of the DC GIS services? Or will OCTO continue to serve them?	Question/Concern	JMT	
27	Anthony Puzzo	DC central servers will continue to host DC GIS services. ESRI hosting services is not a part of the ELA. But there are other opportunities. DC GIS could chose to use the Amazon cloud for hosting services.	Response	ESRI	
28	Barney Krucoff	District agencies that paid maintenance for this fiscal year are entitled to a credit from ESRI. Please let OCTO GIS know if you have paid for maintenance and we will coordinate with ESRI		OCTO	
29	Charlie Richman	Can we install an additional software extension to track patterns of use, not just monitoring the check out of licenses?	Question/Concern	OP	
30	Anthony Puzzo	We're looking into this option to increase this capability. We'll follow up.	Response	ESRI	

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31	Barney Krucoff & Diane Wooden	**IDIQ Contract Awards**	Presentation	OCTO & DRES	
32		40 proposals received; 6 vendors chosen to perform lump sum or labor hour task orders.			
33		3 subject areas; 2 firms chosen in subject area • Photogrammetric Survey and LiDAR • Terrestrial Survey • Quality Control and GIS Technical Services			
34		4 Minute Presentation by each firm: • A. Morton Thomas & Associates (Daniel Schriever) • Applied Geographics (Richard Grady) • Dewberry and Davis (not present) • Furgro EarthData (Brian Wegner) • KCI Engineering and Photo Science JV (Douglas Goldsmith) • New Light Technologies (Robert Pitts)	Presentation		
35	Lindsley Williams	How do we contact these firms to get their services? Are we reaching out to them directly? What is the process?	Question/Concern	Holland	
36	Barney Krucoff	Agencies will work through OCTO GIS and complete a scope of work.	Response	OCTO	
37	Diane Wooden	Acquiring services in brief – Agencies will contact OCTO GIS (Barney Krucoff) with their task order need. A scope of work will be written and submitted to the contracting office at DRES along with OCTO GIS recommendations. DRES along with OCTO will make the decision and ask the requestor to outline a fee for services. After a quick round of negotiations DRES will release a signed task order with named POCs.	Response	DRES	
38	David Koehler	How does payment for task orders work? Is it through an MOU? How is the agency involved in the evaluation of work?	Question/Concern	DPW	
39	Barney Krucoff	The hope is to pay the firm directly, unless it involves more than one agency. OCTO can help facilitate this. As for evaluation of work, the idea is to let the requesting agency be the customer as much as possible. Agencies should expect to evaluate work.	Response	OCTO	
40	Barney Krucoff	Can the scope of work be competed amongst the 6 firms?	Question/Concern	OCTO	
41	Diane Wooden	Certainly. Competition is good however OCTO GIS manager is the facilitator between agencies and contractors. All firms are equally qualified in their respective subject areas. All firms are expected to receive some work. As far as payment, if agencies put money in PASS as opposed to OCTO directly, then please note me (Diane Wooden) in PASS along with the requisition number.	Response	DRES	
42	Barney Krucoff	Ideas for projects?: • Redoing the DC Boundary in more detail • Test squares to best fit • Complete the Business Plan for GISSC	Question/Response	OCTO	

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43	Mario Field	**Data Report**	Presentation	OCTO	
44		• New InfoUSA data published. Current as of August 2010. This cannot be downloaded or distributed to the public in any manner. • Updated Circulator routes to include the blue line that goes to Rosslyn. • Schools updated to reflect the new school year • ZipCar locations obtained from ZipCar. • Updated NPS trails layer			
45	Lindsley Williams	What is a suspended street?	Question/Concern	Holland	
46	Minhua Wang	In out street network everything is active, but there are some that will be suspended. Suspended streets are also streets that have been constructed on recently and are suspended from further construction for five years.	Response	DDOT	
47	Mario Field	The streets data is directly connected to DDOT. Updates are immediate.	Response	OCTO	
48		• GPS points for all Circulator stops			
49	Lindsley Williams	Are Metro Express bus stops identified in the bus stops data?	Question/Concern	Holland	
50	Mario Field	We'll have to follow up with that. We received new basic bus stop data from WMATA.	Response	OCTO	
51	Chad Shuskey	What are considered green sites?	Question/Response	WDCEP	
52	Mario Field	These are green roofs. We are working with DDOE to make sure we have all green sites.	Response	OCTO	
53		• Looking into Parks in more detail to answer the question what is a DC park and what is a NPS park? This will better identify transfers of ownership.			
54		• LiDAR data from NGA contains minor issues but is distributable.			
55	Charlie Richman	Can we add Capital Bike Share locations that just launched?	Question/Concern	OP	
	Mario Field	Yes, we're working on it.	Response	OCTO	
	Young Tsuei	**Green Mapping of the MS4 sewer sheds**	Presentation	DDOE	
		MS4 sewer sheds are hydrologic regions where runoff flows to an outfall. We now have a new data layer that depicts the drainage areas for each outfall.			
		A total of 527 total sewer sheds with 169 still needing verification.			
	Eva Stern	**Training Report for FY10**	Presentation	OCTO	
		Taught 16 classes in 3 subject areas			
		131 students completed training which is similar to 2007 and 2008 numbers. In 2009 we had 250 students taught because of the new Google class that was introduced. There were 3 months with no			

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		attendance. See presentation for additional details.			
	Dmitry Kachaev	**Open 311 API**	Presentation	OCTO	
		A new API plugin that allows the public to build applications that directly enter service requests into the District's 311 call center. This structures information that is entered into 311 and allows for information to reach 311 more quickly.			
	Timothy Abdella	What about security concerns with entering service requests directly into 311 from the public?	Question/Concern	JMT	
	Dmitry Kachaev	We have license keys that are distributed. It is free and available to anyone, but it provides a way for us to track and ensure appropriate use.	Response	OCTO	
	Minhua Wang	What about concerns of integrating with existing systems that take service requests such as the CRS system?	Question/Concern	DDOT	
	Dmitry Kachaev	Essentially the API provides the same capabilities within the service request center. It's the same data in the database and same procedure.	Response	OCTO	
	Jim Amerault	How are you managing expectations of customers? For example a user that submits a tree that needs to be removed. But the arborist that inspects the tree confirms that the tree is fine and doesn't need to be removed.	Question/Concern	DDOT	
	Dmitry Kachaev	There are specific types of service requests that customers can choose from. There are business processes that exist for each type of service request.	Response	OCTO	
	Barney Krucoff	Unfortunately Open 311 doesn't resolve current issues with the 311 system such as unreasonable requests. This only provided another tool	Response	OCTO	
		Continued discussion on business processes of the 311 system			
	Barney Krucoff	Call to vote on the May 14th meeting minutes			
		Approved			
	Barney Krucoff	**Redistricting**	Presentation	OCTO	
		DC government will be redistricting the administrative boundaries in DC such as Wards and ANCs			
		DC Council has the final approval over redistricting			
		We will need a process to help agencies migrate to the new boundaries since most of our tables include Wards. For example the Master Address Repository.			
		There will be new TIGERline shapefiles coming from US Census. Deliveries begin in mid February of 2011 and finished by March 2011			
	Gottlieb Simon	This time next year we will know what the new Wards are. We have 8 Wards that have to be equal size in population. We can make a reasonable projection that Ward 1 will be smaller in terms of land mass. Wards will be decided in a 90 day session starting March 2011. ANCs will follow.		ANC	
	Barney Krucoff	Called for a subcommittee to carefully track redistricting and report to the GISSC. Members thus far include: Charlie Richman, David Jackson, Timothy Abdella, Mario Field and Lindsley Williams. Final subcommittee		OCTO	

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		members are to be determined.			
	Douglas Goldsmith	**Planimetric Project Update**	Presentation	KCI	
		DC has received ortho areas 1 and 2 and currently reviewing. KCI has area 3 and undergoing QC.			
		Lessons learned from 2008 and applied to 2010 update: • Include east/west flight lines to reduce building lean • All flights occurred within 24 hours of each other on April 2nd and 3rd of 2010. • All flights were below 5,000 feet • Predominantly leaf off photography • Correction of a 3 meter planimetric shift in the downtown area from 1999 planimetric update. • Resolved geometry issues from legacy data. • Additional planimetric features: o Recreation courts broken down into tennis, basketball and other. This was done for impervious surface purposes o Wheelchair ramp points • 117 additional control points			
	Charlie Richman	Will we be able to identify changes from the old 1999 planimetrics with the 3 meter shift and the new 2010 planimetrics?	Question/Concern	OP	
	Douglas Goldsmith	The changes will not be visible since it is relatively small area. But yes, we can show and help you identify the changes.	Response	KCI	
	Roger Barlow	It looks like the Virginia shoreline along area 2 of the Potomac is missing. It would be good to have at least the shoreline for other jurisdictions to match up with.	Question/Concern	USGS	
	Douglas Goldsmith	We will look into the shoreline. The captured areas are the same as 2005 and 2008.	Response	KCI	
	Lindsley Williams	Can you identify what geometry issues from the legacy data that were resolved?	Question/Concern	Holland	
	Douglas Goldsmith	Yes, we can provide a listing of these.	Response	KCI	
	Barney Krucoff	The deliverable will have data identified as deleted, added, etc.	Response	OCTO	
	Roger Barlow	Can you describe the de-resolution of the imagery in protected areas such as the White House?	Question/Concern	USGS	
	Michael Shillenn	The original request by the Secret Service was to degrade the image by 3 meters. What was ultimately agreed upon was to degrade the image by 1.5 meters around protected areas. These were manually degraded by technicians in a secure location. These are the same areas as in previous orthophotos. The originals will be permanently deleted after the completion of the Planimetric project.	Response	PSI	

#	Speaker	Topic Discussed	Action/Conclusion	Representing Party	Due Date
	Barney Krucoff	Meeting Adjourned – The next GISSC is tentatively scheduled for December 2010.	Dismissal	OCTO	

LAST NAME	FIRST NAME	AGENCY	WORK PHONE	CELL PHONE	FAX NUMBER	E-MAIL ADDRESS	CHECK IN
Amerault	Jim	DDOT					
Aravindakshan	Asha	OCTO					
Barlow	Roger	USGS					✓
Berry	Rasheed	OCTO					✓
Bharani	Leela	DDOT					✓
Buckley	Tom	CASEYTREES					✓
Butler	Jeffrey	DOH					✓
Byrd	Jill	DCRA					
Cappello	Stephen	OCFO					
Clegg	Opa	DOH					
Codd	John	OCFO					✓
Colon	Jose	DDOT					
Crossett	Matt	OCTO					✓
David	Christopher	OZ					✓
Desjardins	Louis	WASA					
Dokun	Adeola	OCTO					
Evans	Julia	DDOE					✓
Fei	Chuanyun	OCTO					
Field	Mario	OCTO					
Goldberg	Ethan	OUC					
Goldsmith	Doug	KCI					✓
Gonzalez	Sheryl	MPD					✓
Grady	Richard	Applied					✓
Grant	Ann	MPD					
Hille	Maria	DOH					
Horne	Robert	OCTO					
Jackson	Leon	DDOT					
Johnson	Erik	FEMS					Cy
Kachaev	Dmitry	OCTO					DK
Kavaleri	Teddy	OUC					
Keller	Peggy	DOH					
Koehler	David	DPW					✓

DC GIS STEERING COMMITTEE MEETING
SIGN IN SHEET
September 21, 2010

LAST NAME	FIRST NAME	AGENCY	WORK PHONE	CELL PHONE	FAX NUMBER	E-MAIL ADDRESS	CHECK IN
Krucoff	Barney	OCTO					BK
Legerwood	Roger	OCTO					
Leonard	Edward	DPR					
Liang	Tianpu	OCTO					
Lutz	David	OCTO					
Mack	Jennifer	OCTO					
Malebranche	Paul	DHS					
Marshall	Christopher	OCTO					M
Martin	Eric	MPD					
Miller	Janet	DDOT					
Molivadas	Caroline	FEMS					
Mousa	Tarek	OCTO					
Nimmagadda	Ramakrishna	DDOT					
Nyambi	Nyambi	DCOZ					
Onyullo	George	DDOE					
Osborne	Jesse	JFHQ-NCR					
Pan	Jate	~~DHS~~ OSSE					
Puzzo	Anthony	ESRI					AP
Quintana	Janice	OUC					
Richman	Charlie	OP					CR
Sabbakhan	Rabbian	DCRA					
Salvatierra	Alexander	OCTO					AA
Schriever	David	AMorton					
Semwanga	Peninah	FEMS					PL
Shillenn	Michael	KCI/PSI					MS
Shimp	Mary	OCTO					
Shuskey	Chad	WDCEP					CS
Siaway	George	DOH					GS
Starr	Eddie	Pictometry					
Stern	Eva	OCTO					
Stidham	Tammy	NPS					
Strigel	David	OCTO					

DC GIS STEERING COMMITTEE MEETING
SIGN IN SHEET
September 21, 2010

LAST NAME	FIRST NAME	AGENCY	WORK PHONE	CELL PHONE	FAX NUMBER	E-MAIL ADDRESS	CHECK IN
Tariq	Mohammad	Peak Tech					MT
Tatian	Peter	UI					
Tesfaye	Yoseph	DMH					
Thacker	Tiffany	WDCEP					TWS
Thomas	Marjorie	OAC					
Trent	Robert	DHCD					
Tsuei	Young	OCTO					
Vargas	Alicia	DOH					✓
Viteri	Gus	DCRA					
Walton	Ken	NCPC					✓
Warner	Louise	HSEMA					LCW
Wasiutynski	John	DDOE					
Williams	Lindsley	Holland					(LW)
Woody	Derrick	EOM					
ABDELLA	Timothy	JMT					
Ossi	Damien	DDOE					
Wooden	Diane	DRGS					✓
Patterson	Damon	PSC					
Aaron	Spence	DoH					
Thompson	Devole	DOH					✓
Roberts	Jeff	JMT					
Gilmore	Mathew	DCRA					✓ ✓
Isenstein	Neal	DCRA					✓
KHAN	FAISAL	DDOT/OITI					✓
KARVEE	WASHINGTON	DDOT/OITI					✓
Wang	Minhua	DDOT					✓
Allan	Stuart	DPR					
Peter	Tatian	Urban Inst					