

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M., APRIL 27, 2007
IF YOU DESIRE A SIGN-LANGUAGE INTERPRETER AT THE MEETING



association of central oklahoma governments

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

GIS TECHNICAL COMMITTEE
MEETING AGENDA
9:00 a.m., Tuesday, May 1, 2007
ACOG Conference Room
21 E Main – Ste. 100
Oklahoma City, OK 73102

- I. CALL TO ORDER
- II. INTRODUCTIONS
- III. APPROVAL OF MINUTES – February 6, 2007 ([Attachment III](#))
- IV. AERIAL PHOTOGRAPHY PROJECT

INFORMATION: Staff will present information concerning available stock photography that could serve as interim year aerial data for the regional GIS to be shared by ACOG and its participating members.

Action Requested: None, for information only.

- V. ACOG GIS MAP DATA ASSESSMENT SURVEY RESULTS ([Attachment V](#))

INFORMATION: Data has been compiled from the surveys received showing needs and the prioritization of map creation from ACOG. Due to the low response rate the survey is attached and the deadline has been extended. Staff will use the surveys to establish a priority of map creation.

Action Requested: Completion of attached survey.

VI. SUBCOMMITTEE ESTABLISHMENT

INFORMATION: Staff is requesting volunteers for two subcommittees: Regional Data Standards Documentation Subcommittee and Regional Aerial Photography Subcommittee.

Action Requested: Recruit four to five members per subcommittee.

VII. GENERAL STATUS UPDATE ([Attachment VII](#))

INFORMATION: An update on current projects is included for review.

Action Requested: None, for information only.

VIII. NEW BUSINESS

IX. ADJOURNMENT

**GIS TECHNICAL COMMITTEE MEETING MINUTES
ACOG CONFERENCE ROOM
February 6, 2007**

The first meeting of the calendar year 2007 of the GIS Technical Committee Meeting convened at 9:05 a.m., February 6, 2007 in the ACOG Conference Room, 21 E Main, Ste. 100, Oklahoma City, Oklahoma. This meeting was held as indicated by advance notice filed with the Oklahoma County Clerk and by notice posted at the ACOG Offices, 21 E. Main, Ste. 100, at least twenty-four (24) hours prior to the meeting.

PRESIDING

Jane Sutter, Chair, Intergovernmental Services Division Director

MEMBERS PRESENT

Marion Wright, Bethany
Amy Brandley, Canadian County
Mark Seibald, Choctaw
Gerald Moody, Cleveland County
Angela Mead, Cleveland County
Sam Woodfork, Cleveland County
Josh James, Coyle
Mike Davis, Del City
Sara Cobb, Edmond
John Avera, Edmond
Robert Coleman, El Reno
Kathy Ogburn, EMSA
Jim Hanke, Guthrie
Rene Spineto, Guthrie
Art Sipes, Harrah
Juan Prewitt, Langston City
Janet Hicks, Marshall
Becky Bruce, Midwest City
Jackie D'Amico, Midwest City
Gayland Kitch, Moore
Kent Sanmann, Moore
Mike Rutledge, Mustang
Neil Gray, Nichols Hills

MEMBERS PRESENT (continued)

Brenda Hooper, Nichols Hills
James King, Nicoma Park
David Pitt, Noble
Kris Albertson, Noble
Joyce Green, Norman
Lance Terry, Norman
Lucien Jones, Oklahoma City
Bob Sweet, Oklahoma City
Erik Brandt, Oklahoma County
Larry Stein, Oklahoma County
Leonard Sullivan, Oklahoma County Assessor
Tammy Kualaaau, Piedmont
Marsha Blair, Slaughterville
Sean Douglas, Tuttle
John Corn, Yukon
Louise Hickman, Yukon
Anna Waggoner, Yukon

GUESTS

Kathy Liljequist, GeoComm

STAFF

Zach Taylor, Executive Director
Jane Sutter, Division Director, Intergovernmental Services
Stephen M. Willoughby, E9-1-1 & Public Safety Programs Director
Doug Rex, Division Director, Transportation
Brad Nesom, 9-1-1 GIS Senior Specialist
Carolyn White, E9-1-1 Database Manager
Peggy Stoller, 9-1-1 Mapping Projects Coordinator
John Sharp, Program Coordinator, Transportation
Darla Hugaboom, Associate Planner, Transportation
Alicia Nicely, Associate Planner, Transportation
Diane McCullough, Projects Coordinator
Paulette Marshall, E9-1-1 Data Management Associate

I. CALL TO ORDER

Chair Jane Sutter called the meeting to order at 9:05 a.m. A quorum was confirmed.

II. INTRODUCTIONS

Self-introductions were made around the room.

III. STATUS OF REGIONAL GIS DATA SET

Brad Nesom said the completed dataset has been delivered by GeoComm and staff is in the process of doing quality control/quality assurance checks on the delivered product. He said ACOG is planning how to disseminate the data to the entities.

Brad said GeoComm is working closely with ACOG on these QC/QA issues and that he plans to go to GeoComm's offices for a three day training session.

IV. 2007 MEETING DATES

Staff is requesting that the GIS Technical Committee meet the first Tuesday of the month of May, August & November 2007; more meetings could be scheduled as needed.

Gayland Kitch, Moore, made a motion to accept staff's recommendations to hold quarterly meetings. Lance Terry, Norman, seconded the motion. The motion carried the following votes:

Aye: Wright, Brandley, Seibold, Mead, Moody, Woodfork, James, Davis, Avera, Cobb, Avery, Coleman, Ogden, Hanke, Spineto, Sipes, Prewitt, Hicks, Bruce, D'Amico, Kitch, Sanmann, Rutledge, Gray, Hooper, King, Albertson, Pitt, Green, Terry, Sweet, Jones, Brandt, Stein, Sullivan, Kualaau, Blair, Douglas, Corn, Hickman, Waggoner

Nay: None

Abstain: None

Jane asked that members mark their calendars for the dates of these very important meetings.

V. PRIVATE SECTOR DATA DISSEMINATION POLICY

Jane said as we are a government agency and operate under the Open Records Act, we would like to make the GIS Data available to the private sector groups. She suggested that this committee create a Private Sector Dissemination Policy that can be presented to the 9-1-1 Board of Directors for approval.

Brad said he has already received requests to create maps, send shape files and various other requests

The group discussed the regional dataset in its components, including community boundaries, emergency service zones, water features, transportation, railroad, street centerlines, and the two-mile buffer area around the five county area.

Sara Cobb, Edmond, asked that staff make available to the committee members a list of layers in the dataset. Brad agreed to provide this information for entity review before submitting the layers to the OU GeoInfo Systems.

Brad said it is important that we have a signed partnership agreement with OU before establishing Private Sector Dissemination Policy. Brad is currently running quality control on the data including emergency service numbers, roads layer, the boundaries layer, water features layer, anomalies layer, landmarks and parks layer, railroad layer, zip code, telephone exchange and the two-mile buffer. There were some security questions regarding the inclusion of landmark layers.

After further discussion Jane asked for a motion to accept the street centerline data, the political boundaries (city and county), railroads layer and the two-mile buffer for external distribution.

Joyce Green, Norman, make a motion to accept the four layers previously determined. Sara Cobb seconded the motion. The motion carried the following votes:

Aye: Wright, Brandley, Seibold, Mead, Moody, Woodfork, James, Davis, Avera, Cobb, Avery, Coleman, Ogden, Hanke, Spineto, Sipes, Prewitt, Hicks, Bruce, D'Amico, Kitch, Sanmann, Rutledge, Gray, Hooper, King,

Albertson, Pitt, Green, Terry, Sweet, Jones, Brandt, Stein, Sullivan,
Kualaau, Blair, Douglas, Corn, Hickman, Waggoner

Nay: None

Abstain: None

VI. MEMBER DATA ACCESS AND MAP PRODUCT SURVEY

An ACOG GIS Map Data Assessment Survey was distributed to the group and Brad requested that each entity complete the survey and return it to ACOG. Staff will reassess information taken from the surveys to determine your technological capabilities to access the data.

Jane requested that these surveys be returned to ACOG within the next week.

VII. REGIONALIZED DATA EXCHANGE DISCUSSION

Kathy Liljequist, GeoComm, said that ACOG is going into the maintenance phase for the regional dataset that was created for 9-1-1. One of the items is the data standards document. It is important that committee members look at it as part of the maintenance program and remember that it is extremely important to follow the guide when starting to build and maintain data. This data standards document includes the layout, different layers, the table structure and the definition of those tables in that layer. These things will be important as building data and incorporating it into the regional dataset.

Kathy said even though the base use of this data is for 9-1-1, it will be expanded for transportation planning and other uses. These standards may become revised as different uses are applied to the data. It is important for everyone involved to be aware of and read these documents. She also said this regional dataset is a very valuable dataset to jurisdictions that may not have GIS available. She informed the group that when the data is downloaded it will be the same data every time and meet with the same high standards.

Brad said that ACOG recently approved an upgrade to Arc GIS, which means that access will be available from many different avenues. There will be a website

available through Arc View to connect to this data as well as accessibility through an internet browser.

A copy of the standards document was handed out to each representative at the meeting. Brad offered to provide a PDF of the Standards Document upon request.

Brad requested that a sub-committee be formed to help him work through issues and problems with the dataset and respond by answering number 35 on the ACOG GIS Map Data Assessment Survey.

VIII. NEW BUSINESS

David Pitt, Noble, brought up the question about bulk purchase of Arc View to benefit all entities. Brad answered saying that there is an ESRI grant and a public works incentive opportunity from ESRI for software. Eventually members will be able to get access through the ACOG GIS Server. Kathy said the software for both of these is free.

IX. ADJOURNMENT

The meeting was adjourned at 9:54 a.m.

ATTACHMENT V



association of central oklahoma governments

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

MEMORANDUM

DATE: April 20, 2007
TO: GIS Technical Committee
FROM: Brad Nesom, Senior 911 GIS Data Specialist
SUBJECT: ACOG GIS Map Data Assessment Survey Results

INFORMATION: ACOG has compiled the results of the survey handed out at the February 6, 2007 GIS Technical Committee Meeting. Of the eight surveys received, about 60 percent of the respondents use GIS on a regular basis and 50 percent use aerial photography and are able to print maps.

Question number 33 asked respondents to rank the value of the following types of activities or support that could be provided to your organization by ACOG.

Highest Priority

Technical Assistance
Group Purchases
Grant Writing
Education/Training

Moderate Priority

GIS Services
Data Maintenance/Updating
Data Standards

Moderate Priority (continued)

Data Distribution/Exchange
Coordination of Regional Activities
Certification
Workshops

Low Priority

Web hosting

The following communities responded to this survey as of April 23rd: **El Reno, Langston City, Marshall, Noble, Oklahoma City, Oklahoma County, Oklahoma County Assessors, Piedmont.**

ACOG is requesting surveys be completed by all communities as soon as possible for the purpose of assessing mapping needs and standards for the Region. ACOG will begin creating and delivering mapping products in priority order based upon responses from the survey.

Action Requested: Completion of attached survey.



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ATTACHMENT VII

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

MEMORANDUM

DATE: April 24, 2007

TO: GIS Technical Committee

FROM: Brad Nesom, Senior 911 GIS Data Specialist

SUBJECT: General Status Report

The Center for Spatial Analysis "OU-CSA" Agreement for Data Access

The agreement between ACOG and the University of Oklahoma to make regional data available to the public via interactive mapping is still being finalized. This agreement will allow the OU-CSA to integrate ACOG data into the state Consolidated Centerline Data Layer (CCDL).

Subdivisions, Plats, New Development and MSAG workshop

Coming up June 19, from 9:00am to 12:00pm, ACOG is planning a workshop for members for whom ACOG does either GIS mapping, MSAG, or 911 addressing. The workshop will cover standards and best practices for submitting plats and new developments to ACOG for 911 addressing and GIS map information updating. There are many inefficiencies resulting from inconsistent information coming from each member, and ACOG would like your assistance to streamline the process. Please plan on sending at least one representative to this workshop.

Intern for 911 GIS Data and Mapping

ACOG has advertised for the position of an intern for the summer of 2007 to help with tasks associated with creating maps and maintaining incoming data. The position will be part time, requires three years undergraduate study in Planning, Geography, Engineering, or related field, and experience with ArcGIS. Copies of the posting are available online at www.acogok.org.

ACOG GIS Map Data ASSESSMENT SURVEY

Section 1 – General Contact Information

1. First Name _____
Last Name _____
Agency/Company _____
Dept/Division _____ GIS Contact? Yes No
Title _____
Address 1 _____
Address 2 _____
City/Town _____
State _____
Zip _____
Phone _____
Email _____
2. What activity best describes your organization? (Choose only one)
Federal
State
Regional
County
Municipal
Tribal
Military
Education
Energy
Utilities
Private
Non Profit
Other _____

Section 2 – Current GIS Activities

3. Are you familiar with GIS technology (Geographic Information Systems)?
Yes
No
4. Does your organization currently use GIS?
Yes
No – Skip to Question 32
5. How long has GIS been used in your organization?
< 1 yr
1 - 2 yrs
3 - 5 yrs
5 - 10 yrs
> 10 yrs
6. At what stage of implementation is GIS in your organization?
Being Considered
Initial Stages of Development
Limited Users & Applications
Extensive Use, Limited Users
Extensive Use, Many Users

7. Does your organization contract out any GIS work to outside entities? (Check all that apply)
- No
 - Public Entity (Universities, State Agencies, etc)
 - Private Entity
8. How many GIS users are in your organization?
- None
 - 1 - 2
 - 3 - 5
 - 6 - 10
 - > 10
9. How many data layers are in your organization's GIS database?
- < 10
 - 10 - 20
 - 20 - 30
 - > 30
10. How many data layers does your organization develop & maintain?
- None
 - 1 - 2
 - 3 - 5
 - 6 - 10
 - > 10
11. Do you use a standard projection for GIS data?
-
12. Does your organization use aerial photography in its GIS?
- Yes
 - No – Skip to Question 17
13. If Yes, what resolution of aerial photography do you use? (Check all that apply)
- < 6 inch
 - 6 inch
 - 1 foot
 - 1 meter
 - 2 meter
 - > 2 meter
 - Other _____
-
14. If yes to 12, is it digital, paper or other?
- Digital
 - Paper
 - Other? _____
15. If digital, what projection do you use for the majority of images?
-
16. Does your organization currently purchase aerial photography for its GIS?
- Yes
 - No
17. Does your organization print maps?
- Yes
 - No – Skip to Question 20

18. If yes, what is the paper size you have the capability of printing? (Check all that apply)
- 8-1/2 x 11
 - 11 x 17
 - 24 x 36
 - 36 x 42
 - > 42

19. If yes to question 17, name some types of maps you print for internal use?

Section 3 – Current GIS Technology Infrastructure

20. Which company's GIS software is used at your organization? (Check all that apply)

ESRI

Autodesk

Intergraph

Bentley

MapInfo

Other _____

21. What operating system does your GIS run on? (Check all that apply)

Windows

UNIX

Other _____

22. How is your organization networked? (Check all that apply)

Local Area Network (LAN)

Wide Area Network (WAN)

Wireless

Not Networked

Other _____

23. How is your organization connected to the Internet? (Check all that apply)

T1

DSL

ISDN

Dial-up

Wireless

Broadband Cable

Not Connected

Other _____

Section 4 – Data Sharing & Exchange

24. Does your organization share digital geographic data with other organizations?

Yes

No – Skip to Question 27

25. Does your organization charge for this data?

Yes

No

26. Does your organization restrict usage of the data you share?
 Yes
 No
27. Does your organization receive digital geographic data from other organizations?
 Yes
 No – Skip to Question 30
28. Is your organization charged for this data?
 Yes
 No
29. Is the usage restricted for the data your organization receives?
 Yes
 No
30. If your organization is involved in exchanges of digital geographic data, how does your organization transfer/receive data?
 CD
 DVD
 E-mail
 FTP
 HTTP
 Tape
 Flash drive
 External hard drive
 Other _____
31. How frequently does your organization exchange digital geographic data?
 Hourly
 Daily
 Weekly
 Monthly
 Annually
 As-needed/Periodically

Section 5 – Use of GIS Technology

32. In each of the following broad categories rank how you are utilizing GIS technology within your organization?

Unknown None Low Moderate High

- a. Agricultural Production Systems
- b. Business &/or Facility Management
- c. City/Town Resource Management
- d. Construction
- e. County Government Resource Management
- f. Economic Development
- g. Educational Systems
- h. Electrical Distribution System Management
- i. Emergency Management/Disaster Planning
- j. Environmental Issues
- k. Natural Resource Management
- l. Oil, Gas &/or Mining
- m. Parcel Management

- n. Pipeline Planning, Construction, Maintenance
- o. Public Health Programs
- p. Public Safety/Law Enforcement
- q. Real Estate-Land Development
- r. Recreational
- s. Regional Planning & Coordination
- t. Routing of Vehicles &/or Goods/Services
- u. Social Services
- v. Telecommunications
- w. Transportation
- x. Waste Management
- y. Wastewater Management Systems
- z. Water Distribution System Management

33. In each of the following broad categories rank your present or future need for GIS technology within your organization?

Unknown None Low Moderate High

- a. Agricultural Production Systems
- b. Business &/or Facility Management
- c. City/Town Resource Management
- d. Construction
- e. County Government Resource Management
- f. Economic Development
- g. Educational Systems
- h. Electrical Distribution System Management
- i. Emergency Management/Disaster Planning
- j. Environmental Issues
- k. Natural Resource Management
- l. Oil, Gas &/or Mining
- m. Parcel Management
- n. Pipeline Planning, Construction, Maintenance
- o. Public Health Programs
- p. Public Safety
- q. Real Estate-Land Development
- r. Recreational
- s. Regional Planning & Coordination
- t. Routing of Vehicles &/or Goods/Services
- u. Social Services
- v. Telecommunications
- w. Transportation
- x. Waste Management
- y. Wastewater Management Systems
- z. Water Distribution System Management

Section 6 – Potential Assistance ACOG

34. Rank the value of the following types of activities or support that could be provided to your organization by ACOG.

Unknown None Low Moderate High

- a. Certification
- b. Coordination of Regional Activities
- c. Data Distribution/Exchange
- d. Data Maintenance/Up-dating
- e. Data Standards
- f. Education
- g. Grant Writing
- h. Group Purchases
- i. Technical Assistance
- j. Training
- k. Web Hosting
- l. Workshops
- m. GIS Services

35. Which organizations should receive services from ACOG for free? (Check all that apply.)

- General Public
- GI Council Member Agencies
- Participating Organizations
- Public Agencies (Federal, State, Regional, Local, etc.)
- State Agencies
- State Legislature
- Everyone
- No one
- Other _____

36. Would you be willing to attend a quarterly GIS technical planning sub-committee meeting?

- Yes
- No

37. If yes to question 16 skip. Otherwise please list some types of maps you have now or would like in the future?
