

**MINUTES**  
**McLEAN COUNTY GIS MANAGEMENT COMMITTEE MEETING**  
**Friday, February 18<sup>th</sup>, 2011, 10:30 a.m.**  
**Government Center Room 404**

**Members Present**

Khalid Hasan, GIS Director - McLean County Regional Planning Commission (MCRPC) proxy for Paul Russell, Executive Director - MCRPC; Kevin Kothe, City Engineer - City of Bloomington (COB) proxy for Jim Karch, Director of Public Works – COB; Josh Thompson, GIS Specialist - McLean County (MC) proxy for Phil Dick, Director - MC Building & Zoning (B&Z); Robin Weaver, Director of Public Works – Town of Normal (TON); Terri Joyce, GIS Specialist - City of Bloomington Township Assessor (COBTA) proxy for Mike Ireland, Assessor COBTA.

**Members Absent**

Tony Cannon, Executive Director - Emergency Telephone System Board (ETSB/911); Mike Ireland, Assessor - COBTA; Paul Russell, Executive Director – MCRPC; Jim Karch, Director of Public Works – COB; Phil Dick, Director - MC B&Z.

**Others Present**

Justin Nettleton, GIS Technician - MC IT; Eric Guerts, Project Manager – MC Highway; John Hendershott, Environmental Health Programs Supervisor - MC Health; Cassidy Killian, GIS Coordinator -TON; Bill Jackson, GIS Coordinator – MCRPC; Cassidy Killian, GIS Coordinator TON

**1. Call to Order**

Mr. Hasan called the meeting to order at 10:35 a.m. after noting a quorum.

**2. Attendance**

Attendance was recorded by Mr. Jackson.

**3. Consent Agenda**

Ms. Weaver motioned to approve the consent agenda as presented, Mr. Kothe seconded and the motion carried unanimously.

**4. Items of Business**

**A) Finalizing the GIS Plan**

**1) Designating Department Liaisons**

Mr. Hasan encouraged members to work within their respective agencies to designate department liaisons so the peer groups could start functioning. In response to some questions Mr. Hasan clarified that the department liaisons are the persons who understand their departments' business operations and MCRPC GIS staff will facilitate and coordinate their meetings.

**2) IT Committee Meeting Dates**

Mr. Hasan requested the members for TON, MC and COB to approach their IT Directors for scheduling quarterly meeting dates with this committee. This is recommended in the GIS Plan because of the overlapping IT/GIS requirements and communication needs with management and technical committees for smoother GIS operations.

**3) Final Document**

Mr. Hasan indicated that the GIS Plan document was undergoing final formatting and an 'Executive Summary' was being compiled for distribution by next week.

**5. Information / Discussion Items**

**A. FY 2012 Budget - Draft**

Mr. Hasan presented a draft budget for GIS Coordination for the Commission's FY 2012 Unified Work Program. He also distributed a graph showing the budget summaries for 2004-2012. He summarized that the budget shortfall was

proposed to be partially offset through 10% increase in the local government contributions (static for about ten years) and through reserves. Ms. Weaver asked how much was in the reserve. Mr. Hasan replied that it was difficult to be exact due to the projected but unknown amount of the Recorder's Fee which is estimated for budgetary purposes. A quick review of the November 2010 financial statement suggested less than two-thirds of a year's operating expenses. Mr. Hasan also indicated this would be an action item at the next meeting and requested members to approach their Executives for consideration and feedback as soon as possible.

#### **B. Coordinate Standards for Manuals of Practice and GIS Data**

Mr. Hasan reported that LYB and Farnsworth briefed the technical committee on latest GPS equipment using a different coordinate system as compared to the Consortium standard adopted in 1995. By default, newer GPS equipment and data does not use the Consortium coordinate system. Out of town professionals, government GIS personnel and even survey technicians may not be aware of this finer point. Ms. Weaver asked if our data would need to be adjusted. Mr. Hasan replied that this is one of the possibilities. He added that we may also want to modify and update our internal practices to take this into consideration. Mr. Hasan recommended that the technical group meet on this topic to determine exactly how and what action we need to take to resolve this issue.

Another request by LYB and Farnsworth was to consider revising government 'Manuals of Practice' to refer to 'currently published Consortium coordinate standards' for allowing greater flexibility and fewer trips back to council at times such technical details need to be revised.

#### **C. Other Discussion Items**

Mr. Hasan shared positive feedback on a presentation given by him to attendees of McLean County Leadership on the topic of McGIS resources available to the community as below:

*'The wealth of knowledge out there is amazing. I also felt a sense of pride, because it seems like our community is on the leading edge of this technology.'*

*'The GIS presentation was a technology "wow" for me.'*

*'I was really impressed by the geographic analytics website and the geospatial video.'*

*'Geospatial is huge. I plan to master the GIS website and I hope to put that data to good use when I eventually start my own business.'*

*'I had no idea that we had resources such as the Mapping On-line.'*

*'The GIS website can be utilized for us when developing and implementing a marketing strategy.'*

*'We could better integrate GIS into our curricula.'*

*'We are using GIS technology now and I think that that information will have an impact on our workplace.'*

#### **6. Adjournment**

The regular meeting adjourned at 11:35 a.m. The next scheduled meeting of this committee, pending items of business, is March 18th, 10:30 a.m. in Room 404 at the Government Center.

#### **7. Executive Session**

No executive session was required.

Respectfully Submitted,  
Bill Jackson,  
GIS Coordinator, MCRPC