

**MINUTES**  
**McLEAN COUNTY GIS MANAGEMENT & IT COMMITTEE MEETING**  
**Friday, May 20<sup>th</sup>, 2011, 10:30 a.m.**  
**Government Center Room 404**

**Members Present**

Paul Russell, Executive Director – McLean County Regional Planning Commission (MCRPC); Jim Karch, Director of Public Works – City of Bloomington (COB); Phil Dick, Director – McLean County (MC) Building & Zoning (B&Z); Cassidy Killian, GIS Coordinator – Town of Normal (IT) proxy for 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.

**IT Directors Present and Absent**

Craig Nelson, MC IT (present); Scott Sprouls, COB IT (present); Mindy Hite, TON IT (absent).

**Others Present**

Josh Thompson, GIS Specialist; Justin Nettleton, GIS Technician - MC IT; Troy Olson, Engineering Technician – COB Engineering; David Johnston, GIS Specialist – MC SOA; Khalid Hasan, GIS Director; Bill Jackson, GIS Coordinator – MCRPC.

**1. Call to Order**

Mr. Russell 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**

Mr. Karch motioned to approve the consent agenda as presented, Mr. Dick seconded and the motion carried unanimously.

**4. Items of Business**

**A) Updated Standards for Cadastral data (or schema, technical committee recommends adoption)**

Mr. Hasan distributed a summary of cadastral database schema changes and explained that redundant fields identified by the Cadastral peer group were removed. Mr. Hasan suggested that the functioning of the Cadastral peer group could be a model for other peer groups. Mr. Hasan also demonstrated the documentation on the intranet GIS portal page relating to their work. Mr. Dick motioned to approve the cadastral schema, Mr. Karch seconded and the motion carried unanimously.

**B) Implementing the Comprehensive GIS Plan: Designating Department Liaisons**

Mr. Hasan distributed a consolidated list of designated department liaisons as provided by member entities for adoption. Some missing designees and changes were discussed including Mr. Bill Wasson as the new County Administrator. Mr. Nelson asked if other offices may be included in the Document Management Peer Group? Mr. Hasan explained that it is primarily the Recorder's Office but potentially any department that maintains similar records frequently accessed by other local governments may be included. Mr. Hasan further informed that the agency executives have agreed to form their own Executive Peer group. Mr. Dick reported that Hannah Eisner, First Assistant State's Attorney, and Pablo Eves, Assistant State's Attorney, for the Civil Division of the County Assistant State's Attorney's office did not wish to be part of the Legal Peer group to avoid potential conflicts of interest. Mr. Nelson commented that the Peer group categories were good but there may be some gray areas between some.

### **C) ISGS LiDAR Data Request**

Mr. Hasan distributed an email, earlier forwarded to GIS Management, from Sheena Beaverson, Principle Investigator (PI) for the Illinois Height Modernization Program (ILHMP) at Illinois State Geological Survey (ILSGS). In the email, Ms. Beaverson was requesting consideration of a data sharing agreement for McLean County LiDAR data. Mr. Hasan explained that if we consent this data would be freely distributed by ILSGS. Mr. Hasan also distributed a summary showing historical GIS data sales and service revenues and explained that this is the standing policy, recently reviewed. Mr. Hasan added that Ms. Weaver had recommended a re-review of the current data pricing policy. Mr. Karch expressed reservations about the LiDAR data sharing and asked that the subject be tabled for additional review. Mr. Nelson added that his office receives frequent requests under FOIA for other information and asked whether GIS data was subject to FOIA under the new guidelines? Mr. Hasan explained that throughout the state there was considerable debate regarding GIS exemptions, and that the Champaign County GIS Consortium has been reviewing the FOIA intensely since GIS data sales account for a large percentage of their budget. Mr. Hasan mentioned a "FOIA Overview" presentation, attended by Mr. Jackson, by Cara Smith of the Illinois Attorney General's Office at the Fall ILGISA Conference. Despite an earlier opinion by Attorney General Lisa Madigan, there are unresolved and ongoing legal debates on this issue. Mr. Dick suggested that the issue be reviewed by an attorney. Mr. Russell indicated that for the MCRPC this would be Hannah Eisner, County Assistant State's Attorney's office. Mr. Dick made a motion that Hannah Eisner be asked to review the GIS/FOIA issue, Mr. Karch seconded and the motion carried unanimously.

## **5. Information / Discussion Items**

### **A) Implementing the Comprehensive GIS Plan: GIS Technology Initiatives (attached)**

#### **Commercial Off-The-Shelf Solutions (COTS) Review**

Mr. Hasan distributed page 26 from the GIS Implementation Plan on COTS and explained that the intent was to explore if consortium member agencies may benefit from standardization. Mr. Nelson remarked that the County had already adopted a policy of using COTS solutions over custom software development wherever possible and that several staff programmers had been reassigned to other duties. Mr. Nelson and Mr. Sprouls agreed that most new software could easily read data sharing formats such as XML. Mr. Sprouls added that he had not seen any issues with software not being able to read GIS data.

#### **GIS Application and Integration with other Systems and Database Recommendations**

Mr. Hasan then distributed pages 27-29 from GIS Implementation Plan listing prioritized application and integration with other systems and database recommendations. Mr. Hasan explained that much government data, already published, could be made geographically accessible through integration with the GIS system. Mr. Nelson used incident location in the EJIS database as an example of how the untrained user could easily misinterpret and misuse the information. Mr. Hasan distributed a list of CAMA/DEVNET information identified through surveys as frequently sought by government workers day-to-day requested from the county. Mr. Nelson expressed concern regarding proprietary software and information provided using the software could be in violation of the license agreement. Mr. Hasan suggested that perhaps a read-only dynamic access to database views, or Microsoft access linked tables, or at minimum static standardized extracts of the data on a regular schedule, may solve the issue without violating any license agreements. Mr. Nelson agreed that access to the data in this way probably would not violate any license agreements.

### **B) Other Discussion Items**

Mr. Nelson asked Mr. Hasan about budget implications and timeframe for ESRI version 10 migration, adding that he was concerned about system or software prerequisites and costs. Mr. Hasan indicated that unless new software is purchased, it is covered under maintenance and he will conduct further research for prerequisites and report back. Mr. Hasan added that several prerequisite items are being checked off the list in preparation for a smooth migration to version 10. These include replacing older government and public web applications, user training/acceptance, revised data models, coordinate system revisions, transformations and fixing associated data bugs.

Mr. Nelson brought up the issue that the county had a conflicting rural community address dataset from the consortium. He would like all to be using the same dataset and asked how this could be resolved. Mr. Hasan briefly explained the work being done to date, mutual roles and responsibilities as documented in previous meetings, GIS Plan and the detrimental effects any uncoordinated changes cause for public safety applications and 911 dispatch related datasets. Mr. Hasan asked if County staff could assist in carefully isolating and identifying corrections only, he would

coordinate with them to resolve this redundancy. Mr. Hasan added that this will be a tedious and time consuming point-by-point review process.

Mr. Russell thanked the IT Directors for their participation and reminded them to mark their calendars for the next quarterly IT Directors/Management meeting scheduled for August 19th.

#### **6. Adjournment**

The regular meeting adjourned at 11:30 a.m. The next scheduled meeting of this committee, pending items of business, is June 17<sup>th</sup>, 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