McLEAN COUNTY GIS MANAGEMENT MEETING
Friday, June 21st, 2013, 10:30 a.m.
City of Bloomington Public Works
Engineering Division Room 345,
Government Center

Members Present
Phil Dick, Director - McLean County (MC) Building & Zoning (B&Z); Jim Karch, Director of Public Works - City of Bloomington (COB); Terri Joyce, GIS Specialist – City of Bloomington Township Assessor (COBT); Robin Weaver, Director of Public Works Town of Normal (TON); Lisa Martin, Addressing Technician – McLean County Emergency Telephone System Board (ETSB/911) proxy for Tony Cannon, Executive Director ETSB; Paul Russell, Executive Director McLean County Regional Planning Commission (MCRPC).

Members Absent
Tony Cannon, Executive Director - ETSB/911.

Others Present
Cassidy Killian, GIS Coordinator – TON IT, John Hendershott, Environmental Health Programs Supervisor – MC Health Dept.; Justin Nettleton, GIS Specialist - MC IT; David Johnston, GIS Technician – MC; Troy Olson, Engineering Technician – COB Engineering; Bill Jackson, GIS Coordinator - MCRPC; Khalid Hasan, Director of Regional GIS – MCRPC.

1. Call to Order
     Mr. Russell called the meeting to order at 10:33 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, Ms. Weaver seconded and the motion carried unanimously.

4. Items of Business

     No Items of Business

5. Information / Discussion Items

    A. Bloomington Normal Water Reclamation District (BNWRD) McGIS Participation
     Mr. Hasan reported on a recent inquiry by Mr. Greg Bonham, Finance Director of Bloomington Normal Water Reclamation District (BNWRD) regarding possibility of participating in McGIS consortium. A copy of the current intergovernmental agreement was provided to Mr. Bonham for review. Mr. Hasan also informed the committee that MCRPC GIS staff had been providing services to BNWRD on an hourly basis for a few tasks over the past years.

Mr. Karch commented that BNWRD is already a key stakeholder with the City in its operations and further discussions would be beneficial. Ms. Weaver concurred to a similar cooperative working relationship between TON & BNWRD. Mr. Russell asked what level of financial participation would apply if BNWRD were to become a consortium member? Ms. Weaver asked if the intergovernmental agreement could be revisited for accommodating BNWRD. Mr. Russell explained that in theory, at least in case of equal partnership, the financial share for all members may be reduced. Mr. Karch also asked if anyone knew what BNWRD's involvement was in the early days of the GIS consortium? Mr. Russell replied that they had contributed $10K towards the original mapping project in 1995 but they did not want to participate as a member at that time. Perhaps they now realize the value of the developed regional GIS data but we don't know yet what their expectations are from the membership for resources and support.

B. Consistent Standards for Road Sign Inventory (Peer Group task)

Mr. Hasan reported that the recent City of Bloomington Request for Proposals (RFP) for Street Sign Inventory was used as a starting point for a peer group meeting. This peer group consisted of Engineering/Public Works/Highway staff from COB, TON and McLean County.

The goal of the meeting was to see if the entities could use a consistent sign inventory standard and to review a vendor demonstration for an inventory management system. COB also shared their detailed sign inventory specifications with the TON and the County.

The vendor demonstration to the peer group took place on May 20th at MCRPC. Although the management system as demonstrated was deemed cumbersome, it did provide an opportunity for a good discussion. Mr. Karch added that the peer group discussion was useful and will come into play on June 26th during initial talks with COB vendors.

Mr. Hasan indicated that he hopes that this peer group discusses issues of priorities and mutual interest on a regular basis.

C. RFP for Base Mapping Refresh (Focus Group task)

Mr. Hasan reported consistent but slow progress towards an RFP draft. A 'Master Data Dictionary' (MDD) compiled as a part of our 2010 comprehensive GIS plan identified only 50% of the data needs as complete. The technical committee members are updating this MDD to show the latest status for their data. The County has provided an update and COB and TON are updating their portions of the MDD. The intent is to put this as an appendix in the RFP to identify needs and let the vendors propose their solutions.

Mr. Hasan reported on a recent unsolicited email offer from a vendor for an imagery update of the county. This offer was forwarded to the technical and management members. The cost per square mile was comparable with previous estimates and Mr. Hasan thought it would be premature to pursue this without an RFP clearly documenting our needs. The group discussed that it would be good to target early September for the RFP.

Mr. Hasan also informed the committee that the 2011 statewide imagery may be publically released next month and he will follow-up.

D. CIRBN Updates

Mr. Hasan referenced a recent email inquiry he had sent to the IT directors regarding:

1) Their agency plans on utilizing the resources available through CIRBN.
2) How best could the consortium utilize CIRBN services?

3) How they see non-consortium members using McGIS & CIRBN? e.g. Normal Township Assessor or other smaller local governments.

4) Any other thoughts or suggestions for our GIS management's consideration individually or collectively.

Mr. Hasan described a phone conversation he had earlier that day with Scott Genung from CIRBN to discuss if and how MCRPC could connect to the new fiber network. The connection would allow greater band width, faster connection speeds, and also future opportunities to allow services to non-consortium users. The physical logistics remain to be addressed by Craig Nelson, McLean County, and Scott Sprouls, City of Bloomington.

Ms. Weaver reported some initial technical glitches with CIRBN connections at her TON public work office location.

E. Other Discussion items that May Arise
Mr. Hasan informed the attendees about Mr. Killian's and Mr. Olson's efforts about reconciling their common Enterprise Zone boundaries which they would pass on to the County for further work. Ms. Weaver reported that the TON boundaries continue to be revised.

6. Adjournment
The meeting adjourned at 10:48 a.m. The next meeting of the GIS management committee is scheduled for July 19th 2013.

7. Executive Session
No executive session was required.

Respectfully Submitted,
Bill Jackson,
GIS Coordinator, MCRPC