MINUTES
McLEAN COUNTY GIS MANAGEMENT & IT COMMITTEE MEETING
Friday, August 16th, 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, Chief Deputy Assessor – 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; Khalid Hasan, Director of Regional GIS – McLean County Regional Planning Commission (MCRPC) proxy for Paul Russell, Executive Director MCRPC; Scott Koeppel, Assistant Director, McLean County Information Technology (MC IT) proxy for Craig Nelson, Director – MC IT.

Members Absent
Tony Cannon, Executive Director - ETSB/911; Paul Russell, Executive Director McLean County Regional Planning Commission (MCRPC); Scott Sprouls, Director – COB IT; Mindy Dance, Director – TON IT.

Others Present
Steve Scudder – Assessor, COBT; Kirk Gustafson, Chief Technologist – Alfred Benesch & Company; Cassidy Killian, GIS Coordinator – TON IT; Justin Nettleton, GIS Specialist - MC IT, Troy Olson, Engineering Technician – COB Engineering; Bill Jackson, GIS Coordinator - MCRPC.

1. Call to Order
Mr. Hasan 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
Ms. Weaver motioned to approve the consent agenda as presented, Mr. Karch seconded and the motion carried unanimously.

4. Items of Business

RFP for Digital Base Mapping Updates
Mr. Hasan explained that the last digital base mapping update was completed five years ago. The GIS management committee had a discussion about a year ago to determine if a 2013 data refresh may be feasible. The consensus was to delay the project until 2014 to allow for County participation.

This RFP was drafted in collaboration with individual departments of several local agencies to accommodate various needs. Mr. Hasan explained that the scope of work invites proposals utilizing any latest technology/methods and/or upgraded specifications that deliver product(s) at least par with previous data specifications or better with several optional deliverables.

Mr. Hasan passed around a map delineating the geographic areas of interest of the various partner and funding agencies for the RFP. Ms. Weaver asked if costs are going to be divided based on these areas for each funding agency? Mr. Hasan responded in the affirmative.

Mr. Dick advised that the County is having an internal discussion and they'd prefer to have cost estimates for budgeting and decision by middle of October 2013.

Mr. Karch added that the City of Bloomington Water Department may also be interested in acquiring photography for Lake Bloomington and Evergreen Lake areas and possibly the watersheds. He will set up a meeting with COB Water next week to discuss and possibly add their scope of work to this RFP. Mr. Hasan and Mr. Dick expressed an interest in attending this meeting.

Ms. Weaver motioned to approve the RFP subject to any changes needed by COB Water staff as discussed for release in August. Mr. Karch seconded the motion and the motion carried unanimously.

5. Information / Discussion Items

A. CIRBN Updates

Mr. Koeppel reported that the CIRBN fiber network for the County is up and running with no issues. More time is needed to fully evaluate the new network before completely replacing the slower but stable T1 network.

Mr. Hasan asked when an intranet connection through CIRBN may be a possibility? Mr. Koeppel replied that the first priority is to connect external sites such as the McLean County Nursing Home and METCOM via VPN before intranet connectivity to any CIRBN entities.

Mr. Koeppel continued that County IT would keep everyone informed on progress relating to CIRBN deployment. Mr. Hasan remarked that he would continue this as an agenda item for the next GIS Management & IT Committee meeting scheduled for November.

B. Other Discussion items that May Arise

Mr. Hasan informed the attendees about the general availability of the 2011 Statewide orthophotography and that it will soon to be published through McGIS internet and intranet websites.

6. Adjournment

The meeting adjourned at 10:48 a.m. The next meeting of the GIS management committee is scheduled for September 20th 2013 subject to any pending items of business.

7. Executive Session

No executive session was required.

Respectfully Submitted,
Bill Jackson,
GIS Coordinator, MCRPC