

Idaho Technology Authority (ITA)

## Idaho Geospatial Council – Executive Committee (IGC-EC)

### SPECIAL MEETING AGENDA - APPROVED

Wednesday, December 2, 2020 | 9:30 a.m. (*Mountain*)

**Webex (video) link:**

<https://idahogov.webex.com/meet/kristin.bartz>

**Teleconference (audio only):**

Toll-free phone: 1-833-695-0549

Access Code: 133-691-2815 #

Attendee ID: # (No attendee ID is required, press # to join the meeting)

**Physical Location:**

State of Idaho Chinden Campus

11331 W. Chinden Blvd, Building 2, 2<sup>nd</sup> Floor, Conf Rm 215, Boise Idaho\*

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9:30 **Welcome/Introductions** Wilma Robertson, Chair

9:35 **Open Meeting Law Violation Declarations**

- July 16, 2020 Meeting:
  - o Minutes from May 21, 2020
- September 17, 2020 Meeting:
  - o Minutes from July 16, 2020
- November 19, 2020 Meeting:
  - o Appointment of Dan Determan to federal seat

***ACTION: Void actions taken from June 27, 2020 through November 19, 2020***

9:40 **Items for Approval**

- July 16, 2020 Meeting:
  - o Minutes from May 21, 2020
- September 17, 2020 Meeting:
  - o Minutes from July 16, 2020
- November 19, 2020 Meeting:
  - o Appointment of Dan Determan to federal seat

***ACTION: Approve Items from June 27, 2020 through November 19, 2020***

9:45 **Adjourn**

**UPCOMING MEETINGS:**

ITA | December 9, 2020 at 1:30pm MT


IGC-EC | January 21, 2021 at 9:30 am MT

\*In accordance with the Governor’s Stage 2 Stay Healthy Order, physical distancing measures are in place and in-person participation is limited to ten (10) people. Committee members and the public are encouraged to utilize the virtual or telephone options, however; if any member or person would like to attend in-person, please contact Kristin Bartz at [Kristin.Bartz@its.idaho.gov](mailto:Kristin.Bartz@its.idaho.gov) to reserve a spot on a first-come, first-serve basis.

Masks will be required for the safety of our staff.

# Idaho Geospatial Council – Executive Committee

December 2, 2020 SPECIAL MEETING



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## Open Meeting Law Violations

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**Open Meeting  
Law Violations**

**Items for Approval**

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**ACTION: Approve items from June 27, 2020 through November 19, 2020**

 *Office of the Governor*  
**IDAHO GEOSPATIAL COUNCIL EXECUTIVE COMMITTEE**

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**Adjourn**

**Next Meeting:**

January 21, 2021 at 9:30 am MT

**ITA Meeting:**

December 9, 2020 at 1:30 pm MT

 *Office of the Governor*  
**IDAHO GEOSPATIAL COUNCIL EXECUTIVE COMMITTEE**

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# Idaho Geospatial Council – Executive Committee

Subcommittee of the Idaho Technology Authority (ITA)

Draft Meeting Minutes: July 16, 2020

(To be approved)

The July 16, 2020 meeting of the Idaho Geospatial Council – Executive Committee (IGC-EC) was held at 10 am (Mountain) via Webex/teleconference.

## ATTENDANCE

### **Members/Alternate(s) Present:**

Wilma Robertson, Dept. of Water Resources (*CHAIR*)  
Mike Woodford, Information Technology Services  
Carolina Valderrama-Echavarria, US Census  
Jan Cunningham, Esri  
Sydney Lewis, Transportation Department  
Bruce Godfrey, University of Idaho  
Betty Conces, Kootenai County  
Cyndi Andersen, Bannock County  
Kelly Green, Blaine County  
Keith Weber, ISU GIS Center  
Jerry Korol, NRCS  
Pam Bond, City of Boise  
Shane Lim, Suez Water  
Stewart Ward, Dioptra Geomatics

### **Members Absent:**

Laurie Ames, Nez Perce Tribe  
Tom Carlson, USGS

### **Others Present:**

Margie Wilkins, Dept. of Water Resources  
Corey King, Gooding County  
Gail Jorgenson, ACHD  
Sara Bernisdarfer, Dept. of Health & Welfare  
Robert Witmer, USDA  
Angie Schmidt, Dept. of Fish & Game  
Jet Johnstone, Transportation Department  
Greg Wallingford, Transportation Department  
Linda Davis, Dept. of Water Resources  
Mathew Syphus, LHTAC  
Randy Kemp, Commission for Libraries  
Angela Vander Pas, City of Lewiston  
Kevin Jones, Tax Commission  
Jeff Servatius, Tax Commission  
Derrick Race, Digline, Inc.  
Heather Studley, Bannock County  
Josh Enterkine, Boise State University  
J. Graham  
Luke Kilcup, Lobby Idaho  
Erin Seaman, Information Technology Services

## WELCOME

Chair Robertson welcomed everyone and called the meeting to order at 10 am (Mountain). Ms. Seaman called the roll.

## MINUTES

**MOTION: Mr. Ward moved, and Mr. Weber seconded a motion to approve the minutes of the May 21, 2020 Meeting, as presented; the motion passed unanimously.**

## AMENDMENT TO AGENDA

**MOTION: Ms. Green moved, and Ms. Andersen seconded a motion to amend the order of the agenda to move the TWG update agenda item to the beginning of the meeting; the motion passed unanimously.**

## TWG UPDATE

GEODETIC CONTROL – Mr. Weber reported that he was recently notified by the National Geodetic Survey (NGS) that NATRF 2022, in part due to the pandemic, has been delayed and likely won't roll out until 2024 or perhaps 2025. He noted that Idaho is well positioned to adopt this regardless of when it rolls out.

In other news, Mr. Weber announced that ISU, in coordination with the Idaho Transportation Department, is hiring a new geodetic coordinator. The person hired into the position will be working at ISU at the GIS Center.

## **IGC-EC REFRESHER**

GIS STRATEGIC PLAN – Chair Robertson gave a brief overview of the state GIS plan, which was spearheaded by Mr. Weber, Mr. Godfrey, Ms. Bond, and Ms. Philips, and approved by the Idaho Technology Authority (ITA) in 2016. She also discussed the current governance structure of the Idaho Technology Authority (ITA), of which the IGC-EC is a subcommittee.

Chair Robertson is seeking volunteers for working groups to create actionable steps or answer some specific question for each of the four strategic plan goals and their stated objectives. She and Mr. Woodford will participate on each of working group. She will be scheduling working group meetings soon and would like to have each group present an update at the September IGC-EC meeting.

The following individuals volunteered for the **Goal 1 Working Group**: Ms. Bond, Mr. Godfrey, and Ms. Cunningham. The stated goal is: **“We need to have a robust geospatial data clearinghouse for sharing current and historical TIM framework and other authoritative data layers.”**

For **Goal 2 (“Provide the best available statewide TIM framework data layers”)**, Chair Robertson noted that although there are a number of currently active technical working groups (TWGs), there are still some that have been inactive for a period of time. She asked the committee members to review the Idaho Data Framework and associated TWGs to confirm that information on leadership of the data frame themes is current. She discussed the importance of getting the data frame layers through an official process to become official TIM (The Idaho Map) layers, followed by the development of a standard and stewardship plan for each layer.

The following individuals volunteered for the **Goal 3 Working Group**: Mr. Weber, Ms. Bond, and Ms. Valderrama-Echavarria. The stated goal is: **“Improve geospatial data quality.”** Chair Robertson suggested that this group could look at ways to educate and train users on proper metadata and available tools and encourage compliance with state GIS policies. Mr. Weber suggested a series of brief “tech talks,” and Ms. Valderrama-Echavarria suggested reaching out to the STEM Action Center.

The following individuals volunteered for the **Goal 4 Working Group**: Mr. Jones, Ms. Davis, and Ms. Green. The stated goal is: **“Improve delivery and accessibility of GIS services and information.”**

GIS WEBSITE – Chair Robertson reported that she and Mr. Woodford now have access to the <https://gis.idaho.gov/> website and will be making some updates to bring the site current. They will be reaching out to the various TWG chairs to update the data theme pages as well.

## **INTRODUCTION OF NEW CHIEF DATA / GEOSPATIAL INFORMATION OFFICER**

Chair Robertson introduced Mike Woodford, the new state Geospatial Information Officer.

Mr. Woodford gave an overview of his educational and professional backgrounds, noting that he started his career with the federal government as an oceanographer for the National Oceanographic and Atmospheric Administration (NOAA), working with ocean and great lakes pollution data, more specifically datasets. Over the years he has also worked with GIS-type data and location-based data. For the last 25 years he has worked in the private sector.

Mr. Woodford’s goal for the position is to provide and show the value of data to the agencies ITS supports, as well as the public, and he believes GIS is one of the most useful and interesting tools for people to use, providing context and with many ways to correlate it. He looks forward to working with the committee and its members and will be working closely with Chair Robertson to build a unified and collaborative environment.

### **CENSUS 2020 UPDATE**

Ms. Valderrama-Echavarria reported on the status of the 2020 census, which is currently underway. The deadline for self-responses has been extended to October 31, while the deadline for group quarters responses is September 3. Idaho is the first state in the western region sending enumerators out into the field to do non-response follow-up (NRFU), which will run for seven weeks, and will follow social distancing protocols. Due to the pandemic, the Census Bureau will be sending out an additional mailer to hopefully drive the response rate up, and is currently doing mobile questionnaire assistants (MQA) at grocery stores, gas stations, and in some cases libraries, throughout the state in locations with low response rates. More information can be found at <https://2020census.gov/>.

In response to a question Ms. Valderrama-Echavarria explained that per U.S. Code Titles 13 and 26 relating to privacy, data is only available at the tract level.

### **ITA REPORT**

Chair Robertson gave an update on the most recent ITA meeting, which was held on June 3, 2020. She noted that the Ethics and Conduct policy was approved by the committee. Approved ITA meeting minutes can be found at: <https://ita.idaho.gov/the-ita/#meetings>

### **OTHER BUSINESS**

BI-ANNUAL IDAHO GEOSPATIAL COUNCIL (IGC) MEETING – Chair Robertson briefly gave an overview of the IGC for those unfamiliar, noting that the IGC typically meets bi-annually in the spring and fall, but due to the pandemic there was no IGC meeting in the spring. Planning for the fall meeting will begin shortly, and anyone interested may join. Ms. Green and Ms. Davis agreed to help in planning the fall meeting, and it was noted that the NW GIS Conference, scheduled for October, could be an option for co-hosting the IGC meeting.

### **ADJOURNMENT AND NEXT MEETING**

The meeting adjourned at 11:05 am. The next meeting was scheduled for September 17, 2020.

*Erin Seaman*

Erin Seaman, Governor's Office of IT Services (ITS)

# Idaho Geospatial Council – Executive Committee

Subcommittee of the Idaho Technology Authority (ITA)

**Draft Meeting Minutes: September 17, 2020**

(To be approved)

The September 17, 2020 meeting of the Idaho Geospatial Council – Executive Committee (IGC-EC) was held at 9:30 am (Mountain) via Webex/teleconference.

## **ATTENDANCE**

### **Members/Alternate(s) Present:**

Wilma Robertson, Information Technology Services  
(CHAIR)  
Mike Woodford, Information Technology Services  
Carolina Valderrama-Echavarria, US Census  
Jan Cunningham, Esri  
Laurie Ames, Nez Perce Tribe  
Bruce Godfrey, University of Idaho  
Betty Conces, Kootenai County  
Cyndi Andersen, Bannock County  
Keith Weber, ISU GIS Center  
Jerry Korol, NRCS  
Pam Bond, City of Boise  
Shane Lim, Suez Water

### **Members Absent:**

Sydney Lewis, Transportation Department  
Kelly Green, Blaine County  
Stewart Ward, Dioptra Geomatics  
Tom Carlson, USGS

### **Others Present:**

Margie Wilkins, Dept. of Water Resources  
Bill Reynolds, Nez Perce County  
Gail Jorgenson, ACHD  
Marc Camin, Idaho State Police  
Jeff Cook, Dept. of Parks & Recreation  
Eric Wing, City of Boise  
Craig Logan, Idaho Military Division  
Jeff Swann, BLM  
Tony Lafferty, 1 Spatial  
Saul Teska, Dept. of Agriculture  
John Laughery, Esri  
Arron Lee, Merrick  
Danielle Favreau, Dept. of Water Resources  
Mathew Syphus, LHTAC  
Tammy Oliver, City of Burley  
Angela Vander Pas, City of Lewiston  
Kevin Jones, Tax Commission  
Greg Wallingford, Transportation Dept.  
Heather Studley, Bannock County  
Josh Enterkine, Boise State University  
Kristin Bartz, Information Technology Services  
Erin Seaman, Information Technology Services

## **WELCOME**

Chair Robertson welcomed everyone and called the meeting to order at 9:30 am (Mountain). Ms. Seaman called the roll.

## **MINUTES**

**MOTION: Ms. Ames moved, and Mr. Weber seconded a motion to approve the minutes of the July 16, 2020 Meeting, as presented; the motion passed unanimously.**

## **CENSUS 2020 UPDATE**

Ms. Valderrama-Echavarria reported on the status of the 2020 census, which ends on September 30<sup>th</sup>. Ninety-nine percent of Idaho has been counted, with a 68.9% self-response rate, which surpasses the 2010 Idaho self-response rate. Governor Otter recently issued a proclamation asking Idahoans to complete the census, and more information can be found at <https://2020census.gov/>.

## **GIS WEBSITE (GIS.IDAHO.GOV) UPDATE**

Mr. Woodford gave an overview of the redesign underway for the GIS website (<https://gis.idaho.gov/>). He is seeking feedback from the TWG chairs for updates to the TWG pages on the site. Those wishing to propose relevant third-party links for the website may contact him or Chair Robertson. It is anticipated that the redesigned website will be rolled out in mid-November.

Discussion followed, and it was noted that approximately half of the TWGs are currently without a chair. Ms. Conces expressed interest in serving as the chair of the Parcel TWG. Those interested in serving on any of the TWGs may contact Chair Robertson or Mr. Woodford.

### **STRATEGIC PLAN SUBCOMMITTEE UPDATES**

Chair Robertson discussed the four stated goals of the 2016 strategic plan, which had been reviewed during the previous IGC-IC meeting in July. Working groups were formed to reviewed and developed a course of action on completing each goal.

#### **GOAL #1 (Create/support a robust geospatial data clearinghouse for sharing current and historical TIM Framework and other authoritative data layers):**

Ms. Bond noted that with two portals (INSIDE Idaho portal and the state open data portal), this goal may need to be revised. The state portal will focus on providing access to authoritative state agency data and a link to the TIM framework layers on INSIDE, while INSIDE will be the repository for authoritative data from any organizations or agency in Idaho. She reported on outreach efforts to encourage adding data to the portals.

#### **GOAL #2 (Provide best available statewide TIM Framework data layers.)**

Mr. Woodford gave an overview of TIM (The Idaho Map) and explained that the working group is reviewing strategies to create an inventory and reinvigorate the TWG leadership, with a focus on assessing progress on TIM layers and developing a timeline for approval and publishing.

Discussion of the nationwide initiative to implement NextGen E911 followed, with Mr. Logan (Idaho Office of Emergency Management) and Mr. Reynolds (Nez Perce County) explaining the role GIS plays in this initiative, which will move dispatch of first responders from antiquated tabular data system to device location-based geocoordinates.

#### **GOAL #3 (Improve geospatial data quality.)**

Ms. Lewis chairs this group, but was not able to attend the meeting, so Chair Robertson gave the update. The group conducted a survey on metadata use to determine areas needing improvement. Chair Robertson gave an overview of the survey results. Next steps will include outreach to newer GIS professionals, and education in the form of a series of TechTalks on creating and using metadata.

#### **GOAL #4 (Improve delivery and accessibility of GIS services and information.)**

Mr. Jones gave an overview of current data sharing applications available through counties, state agencies, and federal agencies. The working group is putting together a survey that will go out to the Geotech listserv to determine what can be done to improve the data sharing or apps that are available. Those wishing to add their information may contact Mr. Jones directly.

### **NOMINATIONS, STANDARDS, EXCHANGE STANDARDS: WHEN IS DATA PART OF TIM?**

Chair Robertson explained that while reviewing the Trails application nomination, which will be discussed later in the meeting, it became apparent that although there are several ITA policies and guidelines that address this, there is a need to simplify and streamline the process for nominating layers and developing standards so that the process is not a barrier.

Discussion followed, and it was agreed that a standard template, including critical items, that could be used across multiple datasets would be a good starting point. Mr. Woodford and Ms. Ames agreed to help identify criteria for simpler versus more extensive standards.

### **TWG UPDATES**



TRAILS APPLICATION NOMINATION – Mr. Cook gave an overview of the Trail application nomination, which was originally submitted in 2017 to the ArcGIS Living Atlas, where it continues to reside. The application pulls data from multiple sources and is divided into approximately 12-15 layers.

IMAGERY – Ms. Wilkins reported that the 2019 NAIP is available and is being provided as image services through INSIDE Idaho and ISU’s GIS TRec Center. Those interested in more information may contact her. INSIDE Idaho is providing all years of the NAIP (2004-2019) when those years are collected, and ISU is providing 2017 and 2019. Mr. Weber clarified that at some point 2017 will be turned off.

HYDROGRAPHY – Ms. Favreau reported on the most recent TWG meeting, held on September 10. USGS presented on proposed changes to the Idaho Falls SubBasin and Elevation-derived Acquisition Specifications and Read Rules. Details of the meeting are at: <https://idwr.idaho.gov/GIS/NHD/hydro-TWG.html>. The next TWG meeting is scheduled for March 11, 2021.

ELEVATION – Mr. Enterkine announced that the next elevation TWG meeting will be hosted on October 15 to discuss the current state of Lidar for flood risk management in Idaho. They also have new and upcoming lidar datasets, which will be available on the Idaho Lidar Consortium website at: <https://www.idaholidar.org/>. A future TWG meeting will discuss use of lidar-derived elevation maps.

### **LIVING ATLAS LAYERS**

Mr. Cook gave an overview of ArcGIS Living Atlas and how to contribute. Esri reviews nominations and determines what can be accepted. Ms. Cunningham added that Esri has resources for using the site such as a checklist for nominating maps and apps, as well as a blog on using tags effectively. Esri can conduct training workshops on how to use the site. She will send information on resources out to the group.

### **OTHER BUSINESS**

FALL IDAHO GEOSPATIAL COUNCIL (IGC) MEETING – Chair Robertson announced that the fall IGC meeting has been scheduled for October 13. Mr. Godfrey and Ms. Bond will give a presentation on INSIDE Idaho and there will be TWG updates. This meeting is being co-hosted during the NW GIS Conference.

NW GIS CONFERENCE – Chair Robertson announced that there will be a panel discussion involving the GIOs for Oregon, Washington, and Idaho, and Chair Robertson will also participate in her capacity as chair of the IGC-EC, along with those in similar positions in Oregon and Washington. Ms. Bond will moderate the event, which will be hosted live. Questions for the panel may be sent to Chair Robertson.

STARTING PROCESS TO INCLUDE LiDAR SERVICE/MCPD CONTROL POINTS IN TIM – Mr. Weber discussed the multi-state control point database (MCPD), which now has over 20,000 points. He announced plans to nominate this as a TIM dataset.

FEDERAL SEAT (4) – Chair Robertson announced the departure of Ms. Valderrama-Echavarria, whose term of service with the Census Bureau is ending. Chair Robertson is seeking nominations to fill this seat. Those interested in serving on the committee or nominating someone to serve may contact her directly.

GIS INTERNSHIP OPPORTUNITIES: Ms. Bond stated that she is now teaching an online GIS class at CWI and has heard from students seeking internship opportunities. She is encouraging students to sign up for the Geotech listserv and watch for opportunities. She queried the committee for other ideas.

Discussion followed, and Chair Robertson and Mr. Woodford agreed that the GIS website might be a good location for posting internship and other related resources and opportunities.

IGC-EC COMMITTEE SUPPORT – Ms. Seaman announced that she is moving into a new position with ITS. The new management assistant, Ms. Bartz, will be taking over support for the committee.

### **ADJOURNMENT AND NEXT MEETING**

The meeting adjourned at 11:23 am. The next meeting was scheduled for November 17, 2020.

*Erin Seaman*

Erin Seaman, Governor's Office of IT Services (ITS)

DRAFT