

**SAVANNAH AREA GEOGRAPHIC INFORMATION SYSTEMS (SAGIS)  
BOARD MEETING SUMMARY**

**MPC JERRY SURRENCY CONFERENCE ROOM  
110 EAST STATE STREET**

**November 27, 2007**

**9:00 AM**

<b><u>Voting Members</u></b>	<b><u>Representing</u></b>	<b><u>Present</u></b>
David Frost	Georgia Tech	x
Michael Brown	City of Savannah	x
Russ Abolt	Chatham County	Absent
Craig Barrs	Georgia Power	Absent

<b><u>Voting Member Alternates</u></b>	<b><u>Representing</u></b>	<b><u>Present</u></b>
Chris Morrell	City of Savannah	x
Matt Gignilliat	Georgia Power	x
Vincent Grevemberg	Chatham County	x

<b><u>Others Present</u></b>	<b><u>Representing</u></b>	<b><u>Present</u></b>
Tom Thomson	MPC	x
Noel Perkins	SAGIS	x
Melony West	MPC	x
Jack Butler	MPC	x
LaToya Bynum	MPC	x

**I. CALL TO ORDER AND WELCOME**

Chairman David Frost called the November 27, 2007 SAGIS Board Meeting to order.

**II. NOTICES, PROCLAMATIONS, AND ACKNOWLEDGEMENTS**

**A. Notice(s)**

1. The next SAGIS Board Meeting is scheduled for February 26, 2008 from 9:00 A.M. to 11:00 A.M. in the MPC Jerry Surrency Conference Room, 110 East State Street.

**III. ACTION ITEMS**

**A. Approval of the August 28, 2007 SAGIS Board Meeting minutes**

Dr. Frost stated that the minutes from the August 28, 2007 meetings were not available for approval during this meeting. Noel Perkins, SAGIS Director, added that due to technical difficulties the minutes were not yet available and that they will be emailed as soon as they become available. He noted that the only action items were the election of Dr. David Frost as Chairman and Mr. Michael Brown as Vice-Chairman.

**B. Associate Board Members Selection Process**

Mr. Thomson referred the Board to the handout he had provided regarding the Associate Board Member selection process. He discussed the selection of the two members who would represent a specific category. He stated that the third position would be chosen from the general public, through the self-nomination process.

Dr. Frost had concern with how the individuals in question would help with the functioning, growth, and continued expansion of SAGIS and its activities. He suggested a refined search process including three groups of individuals; 1) the first group named as Technical Professionals; architects, surveyors, engineers, etc; who generate data that would be useful to SAGIS, 2) the second group would be involved in property transactions and other entities that will have a large scale implication on traffic; realtors, developers, etc; either residential or commercial, and 3) the third group maybe named as emergency security/security; fire, hospital, coastguard, port, etc. He stated that he felt this refined search would further assist in the selection process.

After concerns were voiced regarding the citizen candidates that would be included in the selection process, Noel Perkins commented that SAGIS is a diversified entity and the involvement of members of the general public that do not particularly fall into one of the other categories would bring the possibility of new and innovative ideas as well as different points of view. He stated that the members of the public would not need to be an expert in this particular field and that ultimately, this would be the decision of the Board.

Mr. Thomson clarified that the associate Board Members can vote on anything that does not involve budgeting, the work program or organizational decisions.

**IV. REPORTS**

**A. Budget Report**

Melony West gave a report on the SAGIS budget as of October 31, 2007. She stated that the current budget is in place to assist in the alignment of the new SAGIS staff and the necessary equipment that they will need. She noted that based on the feedback that was given by the City and County, the 2008 SAGIS budget looked fine.

Mr. Perkins stated with regards to the new staffing plans there would be two new positions for the first quarter of 2008; 1) analyst and 2) technician, and one new position in early 2009; 1) programmer.

**B. SAGIS Update**

**1. Activities Update (September – November)**

Mr. Perkins gave an update on the activities of SAGIS for the months of September and December of 2007. He referred everyone to their handout and briefly discussed the italicized items from the November 28, 2007 Board Meeting. He stated that GIS Day was a huge success and SAGIS raised \$8,450.00(gross) in donations that will support the GIS Program that is being established at DeRenne Middle School. He reviewed several software updates and workshops that SAGIS is involved in; as well as, a few

schools and public and private entities that are interested in joining the training and activities of SAGIS.

**A. GIS Day Funds Donation**

The SAGIS Staff recommended that the SAGIS Board authorize the release of the net raised GIS Day money to DeRenne Middle School.

**2. Upcoming Activities (December – February)**

Mr. Perkins updated the Board on the activities of SAGIS for the months of December through February. He outlined several different training sessions and classes that were scheduled to take place at various locations.

**C. MAD / LUCA Update**

The SAGIS Board was provided with a timeline of various activities that will take place in the upcoming months, some of the activities involved MAD and LUCA.

Several members wanted to know if the count had begun and if anyone had contacted the Census Bureau as of yet. The Members stated they would for the count to be accurate because in the past it had been off.

Mr. Thomson commented on several things were being done to ensure that the count would be as accurate as possible and that a few of the counts had already begun to come in.

**D. Ortho-Photography RFP Status and Schedule**

Mr. Perkins reminded everyone that December 6, 2007 is the scheduled opening for the Orthophotography RFP and a special SAGIS Board Meeting will be called specifically to vote on the staff recommendation. He stated that on December 12, 2007 a SAGIS Board meeting would be held to award the contract and on December 18, 2007 the items would go before the MPC Board to authorize the Executive Director to sign the contract.

**E. ArcView 3.x Decommission 31 July 2008**

Mr. Perkins stated that ArcView 3.x is planned to be decommissioned by July 31, 2008. He added that this software is unsupported by ESRI and that the fully supported version of ArcGis is the 9.x series of products. He noted that several training classes would take place for those who need help migrating from the old platform to the new version.

**Board Discussion**

Mr. Thomson asked if there had been any progress made on the data agreements between SAGIS and any outside parties who are using SAGIS software. He also commended the SAGIS staff on the progress that has been made thus far.

Mr. Perkins stated that this project was in the developmental stages and that several

parties were reviewing the agreements and awaiting approvals. He also gave an update regarding SAGIS.org and website maintenance.

**V. ADJOURNMENT**

There being no other business to come before the Board, the November 27, 2007 SAGIS Board Meeting was adjourned.

Respectfully Submitted,

Noel Perkins  
SAGIS Director

**Note: Minutes not official until signed**