

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

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

February 26, 2008

9:00 AM

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

<u>Voting Member Alternates</u>	<u>Representing</u>	<u>Present</u>
Chris Morrill	City of Savannah	Absent
Matt Gignilliat	Georgia Power	X
Vincent Grevemberg	Chatham County	X
Cam Mathis	City of Savannah	X

<u>Others Present</u>	<u>Representing</u>	<u>Present</u>
Tom Thomson	MPC	X
Noel Perkins	SAGIS	X
Melony West	MPC	X
Sabrina Thomas	MPC	X

I. CALL TO ORDER AND WELCOME

Chairman David Frost called the February 26, 2008 SAGIS Board Meeting to order at 9:00 a.m.

II. ACTION ITEMS

- A. The November 27, 2007 meeting minutes were approved.
- B. The December 12, 2007 meeting minutes were approved.
- C. Thomas Thomson presented the candidates for the Associate Board Members Selection Process Bylaw Amendment. Noel Perkins informed that if no public solicitation or qualified candidates, the ability to go back to the pool to select a candidate will be an option. It was suggested to modify 'specific categories' to 'example categories.' That would remove strictness for future candidate eligibilities.

III. REPORTS

A. Budget Report – for SAGIS end of first year, for end December 31, 2007, presented by Melony West as follows:

\$15, 900 deficit – several revenues did not come in as anticipated. Salary expenditures were lower than expected; new employee hires will be effective until March and May of 2008. 2008 and 2009 budgets look good if the County cash flow works out. Certainty is not yet known regarding the 2010 budget.

B. Associate Board Member Preliminary List: Noel Perkins presented the following candidates for consideration:

- Paul Hinchey – St. Joseph/Candler Hospital
- Jimmy Collins – Thomas and Hutton Engineering
- Stuart Sly – Sly Environmental Consultants
- Trooper J. Chad Rider – Post Commander for Post 42 (Effingham/Chatham Counties)
- Doug Marchant – Port Authority
- Otis Brock – Public School System
- Chuck Stallworth – Creative Coast Alliance

Chairman Frost suggested probable availability to meetings be considered in decision. Also consider what contribution they may bring to the Board.

It was suggested for the Chairman to approach Paul Hinchey as soon as possible.

C. 2008 ESRI 9.2 Update Path: Noel Perkins informed this is a user system upgrade, scheduled for the first three quarters of 2008. Fourth quarter of 2008 SDE for upgrade and the SQL server. The tax assessors office will not need to upgrade their SDE or any backend software unless they chose too. If all are current, they will (the upgrades) come as no cost.

D. SAGIS-ESRI Update Cycle: Noel Perkins proposed presenting the policy for change. Essentially, when the next release is released, nothing will be done until the first service pack is released. Afterward, we will upgrade our SDE, our back-end client, six-months later. That will give us six-months from the time the first service pack comes out to upgrade the back-end and all the clients. Maintenance comes with no additional cost. The exception would be if the upgrade cycle falls between March 1 and June 1 because that is a busy season for the Board of Assessor's. It would then be deferred to July 31 to allow the tax assessor's an additional 60 days after the busy cycle to complete their client upgrade. ESRI typically presenting first service packet three months after the initial release which gives everyone a nine-month lead into the backend upgrades. It is important to be sure none of the tie-ins break.

E. SAGIS Update. Noel Perkins presented the following:

1. Activities Update – November through February:

- a. **Interns** – (GSU) three with a possibility of five more have been made available. There are two types of interns: paid (with money only) and credit (no money; credit only) Students (16) also assist during the school year; giving the students course credit, while it assists with budgeting being that this is non-paid labor. The only draw back is that sometimes work will have to sent to them because not all of the students are here in Savannah.
- b. **EarthData** – just finished 100% of the acquisition of the aerial

photography. Error on our part on the flight area delayed contracting for about fifteen days; the deadline for information was moved to June 15 rather than June 1 to compensate. Adjustments have been made to ensure that error is not repeated.

- c. **Center lines** – started cleaning up the spatial boundaries so that they match the center lines. We are a little behind, but we are helping more with LUCA to be sure all is correct and in on the deadline.
- d. **Data warehouse** – still working on it and cleaning it up. The remaining dates to be completed for CEMA and Chatham County; both have their data sets which were due on the 22nd. We have yet to hear from them. Conferred with Cam and the other departments have a new time line for them, April 1:
 - i. Savannah Water Sewer
 - ii. Savannah Public Development
 - iii. City Facilities Maintenance
- e. **Georgia Tech/Logistics Innovation Center and Port Authority** – Met with them, accompanied by Thomas Thomson. Meeting was very positive. They are interested in participating in SAGIS; likes the tools and data it offers. We look forward to having them on board as well. Per Dr. Frost, Noel's presentation impressed Mr. Armstrong and positively changed his attitude regarding SAGIS. Regarding Georgia Tech, space has been reserved for the next year for classes, thanks again in part to Dr. Frost.
- f. **DeRenne Middle School** – participated in the February 21 PTA meeting. Performed a brief presentation from the software they received from GIS Day. Suggested to withhold approximately \$1,500 for DeRenne from funds received to assist the school science program. Teachers are encouraging the students to utilize the GIS system. Will return to work on additional technical details.
- g. **Clark Creative Design** – company being utilized to design new SAGIS logo. Selected design was presented to Board.

2. Activities Update – March through May:

- a. **Municipalities for LUCA/MAD** – working with MPC staff.
- b. **Address Collection Process** – moving forward in SAGIS. Scheduled to meet with Pooler, Thunderbolt, Garden City, and Port Wentworth. The goal is for them to continue to submit addresses and demolitions to us. This information is vital for accuracy in the address database. We are hopeful they will consider joining SAGIS; they can see the benefits.
- c. **Centerline Project** – continuing to work on this.
- d. **LUCA** - deadline is April 8.
- e. **ESRI** – we were chosen as a 9.3 Beta Program Member. There are only four in the state of Georgia; will be working with them on the 9.3 program.
- f. **Clients** – in the process of upgrading.
- g. **Public Outreach** – still ongoing. As groups call, a presentation is given in anticipation the SAGIS mission will spread.
- h. **Savannah/Hilton Head International Airport** – spoke with them and they are very interested in SAGIS. Specific changes will need to be made to make them compliant for their needed data access.

- F. **MAD/LUCA Update** – Dennis Hutton presented the following information: Chairman Liakiakis has been very supportive. All needed parties are on board, thanks in part to his support. The LUCA data is being reviewed by representatives of the municipalities. We are still working on the city and the county. We anticipate completion by the first week in March and prepared to submit information by the first

week of April. Jackie Jackson has already started with the storm water project county-wide. We meet weekly with the City and the County to review where we are in the process. *Please be aware we are not counting people – just retrieving addresses.* This is important; please encourage all to fill out the questionnaire.

V. ADJOURNMENT

Noel Perkins informed the next meeting will be on May 27, 2008. There being no other business to come before the Board, the February 26, 2008 SAGIS Board Meeting was adjourned at 10:45 a.m.

Respectfully Submitted,

Noel Perkins
SAGIS Director