

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

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

**November 24, 2009**

**9:00 AM**

<u><b>Voting Members</b></u>	<u><b>Representing</b></u>	<u><b>Present</b></u>
Dr. David Frost	Georgia Tech	X
Russ Abolt	Chatham County	X
Michael Brown	City of Savannah	X
Truitt Eavenson	Georgia Power	Absent
Paul Hinchey	St. Joseph's/Candler	X
Joseph Ross, Jr.	American Society of Civil Engineers	X

<u><b>Voting Member Alternates</b></u>	<u><b>Representing</b></u>	<u><b>Present</b></u>
Susan Cooler	Chatham County	Absent
Jerry Cornish	City of Savannah	Absent
Cam Mathis	City of Savannah	Absent
Chris Morrill	City of Savannah	X
Julian Pafford	Georgia Power	Absent

<u><b>Others Present</b></u>	<u><b>Representing</b></u>	<u><b>Present</b></u>
Noel Perkins	SAGIS	X
Thomas Thomson	MPC	X
Melony West	MPC	X
Jason Lee	SAGIS	X
David Petrillo	SAGIS	X
Mary E. Mitchell	MPC	X

**I. CALL TO ORDER**

Chairman Dr. David Frost called the November 24, 2009 SAGIS Board Meeting to order at 9:05 a.m.

**II. ACTION ITEMS**

- A. The August 25, 2009 meeting minutes were approved upon motion of Mr. Ross, seconded by Mr. Abolt and carried.
- B. Upon motion of Mr. Hinchey, seconded by Mr. Abolt and carried the following 2010 SAGIS meeting dates were approved: **February 23, 2010, May 25, 2010, August 31, 2010 and November 30, 2010.** The SAGIS Board meets on the last Tuesday of the middle month of every quarter from 9:00 a.m. to 11:00 p.m.
- C. **Chairman Frost** informed the Board that the Binary Bus information was added to today's agenda. **Mr. Perkins** explained that the contract with Binary Bus is for \$15,000 a year. We now have the expertise in-house to manage and operate this site. David Petrillo, Programmer, has redone the site. A campaign will be done to

get everyone acquainted with the changes. The contract with Binary Bus requires a 30-day termination notification. Today, he is only seeking the Board's approval to terminate the contract when the 30 day period is determined. At the present time, MPC is working with the City on a new item and it appears that this item will be on the City Council's December 3, 2009 agenda for approval. It will take a couple of weeks for the hardware to come in. Therefore, it is anticipated that it will be mid-January, 2010 before we will have the site in-house. SAGIS will work with Binary Bus for a smooth transition as our goal is not to have any downtime for our users.

**Mr. Morrill** wanted to know if this would impact disaster recovery and disaster backup. **Mr. Perkins** answered no. We still have the site in Atlanta; therefore, we will still have the ability to get data. Also, the City has an agreement with sister city North Carolina for rack space and Mr. Cornish wants to give SAGIS a service slot within this. This will free SAGIS to move to this remote location as well. We have a lot of protection for what we do here. Consequently, if we experience an emergency, we will be fully covered. Bringing SAGIS in-house will allow us to do a lot of other things more quickly. The functionality will be the same.

**Mr. Thomson** stated that when SAGIS moves in-house, he believes the retrieval of information will be faster. **Dr. Frost** believes that this will be a great step forward, but he wanted to be sure that there is a good transition period between Binary Bus and SAGIS. Upon motion of **Mr. Abolt**, seconded by **Mr. Brown** and unanimously carried approved to terminate the contract with Binary Bus.

### III. REPORTS

**A. Budget Report** – Ms. West gave the budget report. Revenues are down, but it is expected that expenditures will also be under-budgeted. It was anticipated that some of the small municipalities would come aboard this year but because of the economic situation, that did not happen. Mr. Perkins has been instrumental in getting agreements with the Board of Education and the Airport. Another funding source is being looked into for 2010. Presently, revenues are over expenditures by \$56,000. Ms. West stated that she has prepared a balanced budget for 2010. The main objective is to keep the present staff intact. Mr. Perkins and Mr. Beall are working on a project with ESRI that will push the cost up a little for 2010 and then reduce costs for future years. If 2009 ends with a \$50,000 fund balance, it will be enough to keep the staff intact and cover the expenditures. The City and County signed a contract in 2008 for Pictometry. In 2008, we made the initial payment, there was no payment in 2009 and in 2010 another payment will be due. **Mr. Perkins** explained that the contract is for \$160,000. He believes the remaining balance is \$60,000 which is split over a two year period. Mr. Perkins was able to secure the contract at 2007 prices. He received a call from Pictometry that they have added the negotiated products to our contract. The negotiation enables SAGIS to get a cheaper price. SAGIS will be able to sell the images, but will not be able to sell any of the tools to use the images that come from Pictometry. The measuring tools will never be available to the public.

#### **B. SAGIS Annual Update - 2009**

- 1. Activities Update (January 2009 – November 2009)** – Mr. Perkins gave the following presentation on the annual accomplishments of SAGIS for the 2009 year:

## **PUBLIC SAFETY**

- a. **Road Centerlines** – 31,000 fixes for geocoding and provided the address ranges, the removal of most zero's (0), for the SCMPD integration with SCMPD vehicle GPS to ensure officer safety.

**Mr. Abolt** wanted to know if MedStar uses a system similar to the police officers. **Mr. Perkins** explained that MedStar uses a different system. MedStar will have the current roads in their system. Zero range for Medstar is not that much an issue as the system tracks their location. **Jason Lee** spent a lot of time working with southside fire and their ambulance service.

**Dr. Frost** asked if it would be possible in the address field to assign an "x" to an address. This will let them know that the "X" is just a dummy and they will actually have a layer showing where the "x's" are. They would not want to put x's in the main database because they are not real, but if this is used as separate layer, it might eliminate having two layers. **Mr. Perkins** explained that the system does not support alpha characters in the address range for house numbers. A discussion was held about latitude and longitude. **Mr. Perkins** stated that everything they do includes latitude and longitude. **Mr. Abolt** said it would be good if SAGIS start thinking about Tele-ride and let them know that we have something neat that could be tailored to meet their needs.

**Mr. Thomson** clarified that skipping or not skipping addresses is not a problem. He explained that if there are three blocks and the address is 5400, then the next address should be 5500, 5600 and 5700. Now, a street might not be there, but it should still be 5500. **Mr. Perkins** said this is the biggest issue facing Chatham County with regard to addresses. There are many address inconsistencies, but they are trying to ensure that the officers are safe.

- b. **Fire Service District** – Worked with all fire departments to ensure the Fire Service District is accurate. This process included several rounds of feedback between fire departments, CEMA, Chatham County, and the MPC. This layer has two functions – to show the legally establish Fire Districts as approved by County Commission but also shows response areas where agreements are in place for response. This process also was used to update the EMS boundary layer. The editing is now coordinated through SAGIS. Assisted Southside Fire Department with updates to its CAD system to include the new centerlines and Fire Service Districts.
- c. **CEMA** – Updated 2009 Critical Facilities, Re-entry Routes, Debris Storage Sites, and Hazardous Material Site Study. Jason Lee worked with CEMA to produce a map series for use in their discussions with the municipalities. All SAGIS staff participated in staffing the EOC for the St. Patrick's Day events and processed data for Chatham County Hazard Mitigation Plan.
- d. Trouble-shooting, maintenance, and training for SARIC staff members.

Provided a series of school maps for Savannah Emergency Management, along with technical assistance on the US National Grid (USNG) and the integration of USNG into the SCMPD CAD system and all data products. Updated the Savannah Fire departments Risk, Hazard and Value Evaluation (RHAVE) data bringing into digital mappable format along with providing map books (both print and digital). Updated First Due District layer and maps.

- e. Created and distributed countywide search and rescue map books in accordance with FEMA requirements. Savannah – Chatham County among first in the nation to have both digital and print deliverables of the product, a copy has been requested by many outside agencies to be used as a model.

### **APPLICATION DEVELOPMENT**

- a. **SAGIS Tickets Extension: Mr. Perkins** reported that **David Petrillo** worked extensively on the tickets extension. This application is for tracking all inquiries from City staff for MAD – 311 issues that arise and need to be reviewed. The current process is a series of emails that go back and forth, this application is designed to reduce the amount of time it takes to process a request and as a way for all individuals to see the status of a request or the individual items in the request. This extension is currently under review by MPC with the City coming on line first week of December.
- b. **MAD Extension:** This extension, originally created in 2008 to facilitate the consistent inputting of addresses into the MAD to support 311, has been updated to add drill down functionality; this removes the human element for inputs, along with improved street name integration.
- c. **SAGIS.org** is being brought in house to reduce SAGIS's overall operating costs and provide us with the ability to maintain and update our own site without the overhead involved with a 3<sup>rd</sup> party vendor. The MPC is currently working with the City on increased bandwidth, which ensures that we will not have data transfer issues to the public. This application is being developed using FLEX from Adobe (a new language that staff has had to learn and master) and ARCGIS Server, ESRI's web based mapping.
- d. **Park & Tree Editing Pilot Project:** Development of an editing instance via ArcGIS Server for maintenance of Savannah Park and Tree. This pilot project is the basis for enabling web based editing to free up licensing cost. Due to licensing and planting season, the roll out of this application has been pushed back to February 2010.
- e. **SCMPD rolling crime and Record Management System (RMS) application** – Web based manager viewer for CAD (rolling 24 hours) and a 45-day view of the SCMPD RMS. This application is designed to provide a one-stop look at all part 1 crimes in Chatham County, view current parolee and sex offenders for SCMPD managers and SARIC analysts. This application is also the basis for the CEMA web EOC

integration, which will provide CEMA a real-time view of all things happening during EOC activation.

- f. **Search Extension:** Allows users to zoom to a parcel or MAD point by entering the address or PIN.

### LIDAR

- a. Developed and modified lidar standards to assure Chatham County gets best possible data. Managed Lidar acquisition, including flight management, monitor data for quality and developed and implemented a quality control process with Chatham County Engineering (this includes lots of field work). SAGIS standards are the basis for the coastal Georgia Lidar acquisition project. The initial quality control assessment has been received, but it does not meet our specifications as designed in our standards. They will discuss this today and send their findings to Sanborn.
- b. Worked with CRC (RDC) to develop standards, using the SAGIS standards as the basis for coastal lidar project staff served as technical advisor in all phases of this effort, acquisition will take place winter 2009-2010. Participation in this process saved us considerably on our overall lidar cost.

### GIS DATA CREATION

- a. Green-space/Parks layer
- b. CATS Route and bus-stop layers – **Lara Hall** worked with CAT in reconstructing their layers.
- c. Trails Layer
- d. Assisting in UZO layer creation
- e. County wide USNG sub-grid to facilitate the location of individuals to within 100 metes
- f. Annual SAGIS.org data prep and delivery
- g. Began creation of metadata for all SAGIS layers – City of Savannah has several layers with complete metadata.

### OUTREACH

- a. Environmental Entrepreneurship summit Savannah State University
- b. Earth Day Committee
- c. GIS Day Committee and organization – Mr. Perkins was pleased to report that GIS Day support was phenomenal this year. The gross amount raised was \$7,200. The event was held at the 165th Air Wing. The attendance was great. Earlier this year the National Association of Geography Educators approached SAGIS and said they would pay for GIS Day if we would have the event the last week of October to coincide with their annual international conference. Mr. Perkins is hopeful that they will be able to work this out.
- d. Jenkins High School Engineering Program Business Advisory Council
- e. Teacher In-Service workshops with SCCPSS
- f. GA Tech summer camp program
- g. Explorer Post program with high school students

- h. SAGIS Intranet monthly class – **Jason Lee** teaches this class

**PARTNERSHIPS**

- a. SCCPSS – Joining SAGIS 2009
- b. Savannah/Hilton Head International Airport – Joining 2010

**MISCELLANEOUS**

- a. Census property data updates for inclusion in 2010 Census
- b. Census LUCA appeals process of 3,572 addresses appeals hard copy maps sent to US Census Bureau.  
**Mr. Morrill** stated that the City of Savannah will have a budget retreat next week. One of the agenda items will be the census update and Rev. Tillman will be at the retreat. He asked Mr. Perkins to send him a list of what has been done regarding Census 2010.
- c. Site maps for MPC Trustees Garden Proposal
- d. Risk/Hazard analysis for proposed high school site
- e. Obtained estimates for parcel reworking
- f. Garden City addressing pilot project

**Mr. Perkins** commended Jason, David and Lara for all their work over the last year, and stated he believes that SAGIS becoming a part of the MPC has been advantageous to both parties. He believes also that the recap will show how data was fixed, all the equipment and software were updated and that we have improved our relationships with many individuals.

**V. ADJOURNMENT**

There being no other business to come before the Board, Chairman Frost adjourned the November 24, 2009 SAGIS Board Meeting at 10:40 a.m. The next meeting will be on Tuesday, February 23, 2010 at 9:00 a.m.

Respectfully Submitted,

  
Noel Perkins  
SAGIS Director

NP:mem