ST. TAMMANY GEOGRAPHIC INFORMATION SYSTEMS DISTRICT

AGENDA – REGULAR MEETING

JANUARY 12, 2016 – 1:30 P.M.

JUSTICE CENTER CONFERENCE ROOM

I.   MEETING CALLED TO ORDER
II.   ROLL CALL
III.   APPEARERS – None.
IV.   CONSENT CALENDAR
        a. Regular Meeting Minutes – December 8, 2015
V.   REGULAR AGENDA
        a. Unfinished Business
              i. Items to be voted on: None.
             ii. Items for discussion:
                    1. Critical metadata component framework
                    2. Status of replacement of Gorrondona with Worchel
        b. New Business
              i. Items to be removed from consent calendar: None.
             ii. Items to be voted on: None.
            iii. Items for discussion:
                    1. ARC GIS Viewer Online
                    2. 6-month Version Update Window
                    3. GIS Naming Conventions
VI.   COMMENTS AND REPORTS
        a. Beer
        b. Spansel
        c. Hayes
        d. Liner
Adjournment

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2016 CALENDAR

All meetings are scheduled to be held at 1:30 p.m. in the Justice Center Conference Room.

Tuesday, February 16th *(moved back 1 week due to Mardi Gras)*
Tuesday, March 8th
Tuesday, April 12th
Tuesday, May 10th
Tuesday, June 14th
Tuesday, July 12th

Tuesday, August 9th
Tuesday, September 13th
Tuesday, October 11th
Tuesday, November 8th
Tuesday, December 13th

Meeting dates, times and location are subject to change. Please check agenda regularly, or for immediate assistance, please call Gina Hayes at (985)789-4714.

ST. TAMMANY GEOGRAPHIC INFORMATION SYSTEMS DISTRICT

Board Members:
Ian Beer, Chair
Sean Spansel, Vice Chair
Gina Hayes, Secretary/Treasurer
Rusti P. Liner

REGULAR MEETING MINUTES
JANUARY 12, 2016

DISTRICT CHAIR, IAN BEER, called the meeting to order at 1:29 p.m.

ROLL CALL was as follows:

PRESENT: Ian Beer
Sean Spansel
Rusti P. Liner
Gina Hayes

APPEARER: Bobby Worchel (Anticipated future member)

CONSENT CALENDAR: Regular Meeting Minutes

After a few moments allowed for silent reading of the Minutes, a small correction was made to the minutes adding the words "document versioning" to **Rusti Liner's** comments. A **Motion** was made by **Sean Spansel** to accept the **Amended Minutes**. The **Motion** was **seconded** by **Ian Beer** and was **unanimously adopted**.

REGULAR AGENDA

Unfinished Business

Items to be vote on: None

Items for discussion:

1. **Critical metadata component framework**

Sean Spansel distributed a hand out that depicted responsibilities. **911's** responsibilities are denoted with check marks. City annexations and boundaries will be needed. **Ian Beer** stated that the **Assessor's Office** will give attributes they will need to be common for each city (ie. Acreage, etc.) Eventually in the future, there will likely be the need for agreements with each city that each particular city will be responsible for the ownership and maintenance of all

boundaries and annexations. In the future, cities may need to report information to the district annually or at the time of annexations but specifics will be determined in the future. However, it is certain that in the future any entity providing metadata to the district must have certain attributes for them to be accepted and utilized.

2. Status of replacement of Gorrondona with Worchel

No one had any new information on the status of the replacement to the board.

New Business

Items to be removed from the consent calendar: None

Items to be vote on: None

Items for discussion:

1. ARC GIS Viewer Online

Ian Beer stated that the **Assessor's Office** is currently using explorer.pictometry.com and will move to ARC GIS online eventually.

Rusti Liner stated that **Parish Government** is posting on ARC GIS online including their own versions of city boundaries.

Rusti Liner and **Ian Beer** stated that they will be meeting with the cities soon. **Gina Hayes** will inform the **Mayors** to be expecting their visits. This will allow the **Mayors** the opportunity to inform their staff that they have their respective permissions to meet, work and cooperate with the **GIS District.**

River boundaries were then discussed. **Rusti Liner** stated that she will discuss state and parish river boundaries at the next **LAGIC meeting.** She attends meeting once per month every third Thursday.

2. 6-month Version Update Window

All felt that a 6-month version update window may be too strict. The district may consider requiring that partners must not be more than 1 version below the current at most. A requirement of 2 versions below current is more likely. This will continue to be discussed at the next meeting.

3. **GIS Naming Conventions**

Everyone will follow 911 standards for compatibility with regard to street naming. This also will be further discussed at the next meeting.

COMMENTS AND REPORTS

A. **Beer** – wants to start dedicating time once or twice per month solely for GIS District work

B. **Spansel** – no comments

C. **Hayes** – no comments

D. **Liner** – no comments

E. **Worchel** – no comments

There being no further business, a **Motion to Adjourn** was made at 2:33 p.m. by **Gina Hayes.** It was **seconded** by **Rusti Liner. All were in favor.**

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IAN BEER, Board Chair

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GINA HAYES, Board Secretary/Treasurer