

**ST. TAMMANY GEOGRAPHIC INFORMATION SYSTEMS DISTRICT
DRAFT AGENDA – REGULAR MEETING
JANUARY 10, 2017 – 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 – November 10, 2016
- V. REGULAR AGENDA
 - a. Unfinished Business
 - i. Items for discussion:
 - 1. Parcel Project Request for Proposal
 - 2. Webpage – Items to be Included
 - 3. Mission Statement
 - 4. Guidance Manual
 - b. New Business
 - i. Items to be removed from consent calendar: None
 - ii. Items to be voted on: None
 - iii. Items for discussion: Replacing Key with Williams
- VI. COMMENTS AND REPORTS
 - a. Beer
 - b. Williams
 - c. Hayes
 - d. Thiel
 - e. Loggins

Adjournment

2017 CALENDAR

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

Tuesday, January 10th
Tuesday, February 14th
Tuesday, March 14th
Tuesday, April 11th
Tuesday, May 9th
Tuesday, June 13th

Tuesday, July 11th
Tuesday, August 8th
Tuesday, September 12th
Tuesday, October 10th
Tuesday, November 14th
Tuesday, December 12th

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
Shaun Williams, Vice Chair
Gina Hayes, Secretary/Treasurer
Rick Loggins

REGULAR MEETING MINUTES **JANUARY 10, 2017**

DISTRICT CHAIR, IAN BEER, called the meeting to order at 1:32 p.m.

ROLL CALL was as follows:

PRESENT: Ian Beer
Shaun Williams
Gina Hayes
Mike Thiel
Rick Loggins

APPEARERS: Brady Anderson
Chad Whaley
Craig Johnson

CONSENT CALENDAR: Regular Meeting Minutes

After a few moments allowed for silent reading of the Minutes, a **Motion** was made by **Mike Thiel** to accept the Minutes. The **Motion** was **seconded** by **Rick Loggins** and was **unanimously adopted**.

REGULAR AGENDA

a. Unfinished Business

i. Items for discussion:

- 1. Parcel Project Request for Proposal - Ian Beer** stated that he will be meeting with the Parish tomorrow (01/11/17) in the morning to start working on the RFPs.

2. **Webpage – Items to be Included** – Cannot move forward until mission statement is complete. Ideas should be sent to Ian Beer and Gina Hayes. Rick Loggins said that board members names and email will be on the webpage. No phone numbers for board members will be on the webpage.
3. **Mission Statement** – The mission statement was revised at the meeting. Rick Loggins will send to Gina Hayes. Gina Hayes will send to everyone to review and revise. Rick Loggins made a motion that the mission statement will be voted on at next meeting. Mike Thiel seconded the motion. All were in favor.
4. **Guidance Manual** – Assessor’s Office has created one for their use. They are documented standards that we recommend to be implanted parish-wide. All key attributes must be in the data in the format required. It should be accessible to anyone in the public eventually through one note. St. Tammany Parish Government has started developing something similar called the Digital Data Submission Standards for plat submission. Eventually, this Guidance Manual will be available on a link on our website. Ian Beer proposes to get the Assessor’s Office to go through the Assessor’s Office Guidance Manual and make it a generic guidance manual we can use as a springboard to start our own. He will show us what he has done.

b. New Business

- i. **Items to be removed from the consent calendar:** None
- ii. **Items to be voted on:** None
- iii. **Items for discussion:**
 1. **Replacing Key with Williams** – Done. Copy provided for records.
 2. **Update Logo** – Gina Hayes will check on it.
 3. **Ian Beer** discussed the possibility of alternatives with voting power. Ian Beer made a motion to accept Craig Johnson’s offer to do research on the possibility of doing this. Gina Hayes seconded the motion. All were in favor.
 4. **Mike Thiel** provided information he agreed to provide at the last meeting. Ian Beer feels that we should leave the points for communities as points as created by the Census.

VI. COMMENTS AND REPORTS

Ian Beer – We should discuss Data Sharing Agreement and the Mission Statement being added to the By-laws at the next meeting.

Shaun Williams – No Comments.

Gina Hayes – No Comments.

Mike Thiel – No Comments

Rick Loggins – No Comments

At 2:38 Loggins and Johnson left the meeting for a prior engagement.

There being no further business, a **Motion to Adjourn** was made at 2:40 p.m. by **Gina Hayes**. It was **seconded** by **Mike Thiel**. **All were in favor.**

IAN BEER, Board Chair

GINA HAYES, Board Secretary/Treasurer