

# WinGIS

## TECHNICAL COMMITTEE MINUTES

Thursday, May 15, 2008

1:30 PM

### PRESENT

Chris McGarry, City of Rockford  
Eric Stromberg, Winnebago County  
Scott Brener, NPPWD  
Chad Hunter, Village of Machesney  
Tim Bragg, Rockford Park District  
Steve Thompson, City of Loves Park

### OTHERS PRESENT

Brendan Brook, Winnebago County  
Nate Bruck, City of Loves Park

### ABSENT

Village of Cherry Valley  
Rock River Water Reclamation District

Meeting called to order at 1:30 PM

### APPROVAL OF MINUTES

Motion to approve the minutes of the March 20, 2008 meeting by City of Rockford; Seconded by Loves Park. **Minutes were approved by unanimous vote of all members present 6:2 absent**

### COMMUNICATIONS COORDINATOR REPORT

Mr. Turner reported that the ArcGIS training held on May 12 & 13<sup>th</sup> went well; there were 15 new GIS users in the class. The next training session is scheduled for May 28<sup>th</sup> for 3-days

### PRESENTATIONS & PUBLIC PARTICIPATION - NONE

### COMMITTEE REPORTS

**Marketing Committee** – Mr. Turner reported that the WinGIS staff met with KMK Media to come up with some marketing ideas. Mr. Turner stated that we are looking at redesigning the WinGIS logo and other possibilities. Mr. McGarry asked if there was money in the budget for working with an outside agency such as KMK Media Group. Mr. Turner stated that there is some money in the budget however all of the discussions are preliminary; we won't be doing anything until next fiscal year allowing us time to include money in next year's budget.

### ACTION ITEMS

### OLD BUSINESS

ASP.Net Web Developer Position – Mr. Turner stated that are not getting very many applications. The job was recently posted on Monster.com and we have one really good candidate that we going to pursuit.

Pictometry (2008 photos) - Mr. Turner reported that we have the 2007 photos in, they are loaded on one of our servers but we do not have the web application loaded just yet. Mr. Turner stated that Pictometry has their own application for viewing the photos plus they have an extension for ArcGIS. Mr. Turner stated that training has been scheduled for May 29<sup>th</sup> for administrators (those responsible for installing the required software); the training will cover how to install and configure the software. Mr. Turner reported that end-user training will be scheduled after the administrator's have been trained.

Natural Resource Inventory Project – Mr. Turner stated that CBB has one person out in the field doing ground truthing. The GIS part of the project is done and now CBB is verifying the GIS; the project remains on schedule.

SAN Server – Mr. Turner reported that a 10 TB SAN server has been purchased from Entre Computer Solutions. Entre will be responsible for the installation of the server; they will also be training the WinGIS staff and someone from the County's IT Department on how it works. *Discussion held regarding drives.* Mr. Turner stated that the SAN server should be up and running by the end of the month then we'll be reviewing a backup strategy and configuration process.

Metadata Policy – Mr. Turner handed out a list of minimum data requirements that WinGIS will be asking for in the future whenever someone gives us data. Mr. Turner reported that this came about mainly because of the Natural Resource Project. Mr. Turner stated that although ESRI has an area where metadata can be entered, no one is submitting metadata. Mr. Turner stated that the process of entering metadata can be overwhelming, for that reason, WinGIS staff will be creating a form to simplify the process. *Discussion held regarding fields/field names.*

### **NEW BUSINESS**

Mr. Thompson asked if anyone else was having problems with Comcast and/or Comcast's billing. Mr. Turner stated that WinGIS has been having problems with Comcast's billing; Ms. Cardenas is working with Comcast to straighten it out.

### **OTHER MATTERS**

**NEXT MEETING** – Thursday, June 19, 2008 at 1:30 p.m. at Winnebago County

### **ADJOURNMENT**

Respectfully submitted,

*Serina Cardenas*

**WinGIS** Communications Coordinator