

SAVANNAH AREA GEOGRAPHIC INFORMATION SYSTEMS (SAGIS)

Meeting Summary Minutes
MPC-Jerry Surrency Conference Room
112 East State St.
December 1, 2015
9:00AM-11:00AM

| Voting Members | Representing | Present |
|-----------------------|-----------------------|----------------|
| Dr. David Frost | Georgia Tech | Absent |
| Lee Smith | Chatham County | X |
| G. Holmes Bell, IV | Hussey, Gay, and Bell | X |
| James J. Collins, III | Resident-at-Large | X |
| Matt Gignilliant | Georgia Power | Absent |
| Paul Hinchey | St. Joseph's Candler | Absent |
| Stephanie Cutter | City of Savannah | Absent |

| Voting Member Alternates | Representing | Present |
|---------------------------------|---------------------|----------------|
| Suzanne Cooler | Chatham County | X |
| Cam Mathis | City of Savannah | X |

| Others Present | Representing | Present |
|-----------------------|---------------------|----------------|
| Thomas Thomson | MPC | X |
| Melony West | MPC | X |
| Lara Hall | MPC | X |
| James Small | MPC | X |

I. Welcome

Chairman David Frost

Meeting was called to order by Cam Mathis at 9:01AM

II. Action Items

A. Approval of Minutes

Chairman David Frost

Motion to approve 2015 minutes made by Lee Smith and seconded by Holmes Bell. The meeting minutes were unanimously accepted.

i. August 25, 2015 Minutes

B. SAGIS Board Calendar 2016

Chairman David Frost

1st meeting of 2016 will be Tuesday March 1, 2016

2nd meeting of 2016 will be Tuesday May 24, 2016

3rd meeting of 2016 will be Tuesday August 23, 2016

4th meeting of 2016 will be Tuesday November 29, 2016

Motion made by Cam Mathis seconded by Lee Smith. The updated 2016 board calendar was unanimously accepted.

C. SAGIS Board Nominating Committee

Chairman David Frost

Annual elections are to be held in January for the SAGIS board Chairman. Tom stated that if everyone is willing to continue to serve we will document the date and consider appointments later on. Everyone agreed. He explained that there are three kinds of members. There are permanent seats that represent the City and the County. There are associate members whose appointment will

be for two year terms and one reappointment of that time. Finally, there are three designated members which is done under the SAGIS board. Tom recommended that Cam Mathis suggest a nominating committee.

Cam asked if there were volunteers to be on the board of the nominating committee. Holmes Bell and James Collins offered their participation. Cam stated that we need someone to serve as chair and vice chair. The committee will come back in March with their suggestions. During the time leading up to the meeting, minutes will be searched to obtain the official dates of board members. Starting now, there will be documenting of new and current board members and their terms.

III. Report Items

A. Budget Discussion

Melony West

Expenditures are over revenues. There was an unexpected expense when Noel left and we had to payout his accrued vacation. For November and December, we had very little in expenses for SAGIS. We are fairly well funded for imagery in the future. The City has been funding this. For other major projects the County has been using SPLOST funds. We will replace Noel but we cannot fund more than 3 people unless we receive more funding.

B. GIS Day 2015

Lara Hall

A power point highlighting the GIS Day event was presented. This was the largest GIS day to date for SAGIS.

C. New Map Viewers

Lara Hall

A demonstration was performed of the BOA 4 map viewer. This is the newer modern map viewer for the County board of accessors staff. We are also working on a potential upgrade to our SAGIS 3 viewer. The service delivery strategy is being updated, identifying services provided by each municipality. This should be completed by October of next year. Instead of having staff review paper maps and make edits, it allows users to make comments and updates online. By request of the Board of Elections, a Chatham County elections map with 150' boundaries to polling places was created.

D. GIS Parcel Data Project

Lara Hall

The original budget was \$500,000 and we will run out in January with only 65%-70% of the project complete. Suzanne Cooler stated that they had a meeting with ITOS and members from various departments to consider cutting the budget; they may have in-house staff to do a portion of the tedious work. She stated that a budget is being developed to give an indication of how much it will cost to do this work in-house. Cam stated that it is a tedious job and ITOS has done a great job on the project. Getting the line work accurate is very important to the completion of the project.

E. SAGIS Presentation

Lara Hall

i. Activities Update (August – November)

1. CEMA Functional Medical evacuation and transportation process and mapping update.
 - Completed

2. Support of Service Delivery Strategy update.
 - Work in progress. There are a lot of data layers that need to be updated.
3. Update of Board of Assessors internal web viewer for appraisers.
 - We have shared a final draft and are waiting to receive comments back. Our hope is that they will be able to move forward with the web viewer by Jan 1, 2016.
4. Finalization of Savannah Fire accreditation process support.
 - Completed
5. Centerline improvement - continues support of SCMPD in the updating and gathering of new road information.
 - This project is on-going and updated on a regular basis.
6. Continued support in Cityworks / Granite XP application installations, rollout, and go live.
 - This has been a very successful implementation. City Works is a public works asset management tool that water and sewer departments have adopted. This will eventually expand into storm water.
7. QA\QC of next phases of parcels project work.
 - Work in progress
8. Planimetric update final delivery – expected September 2015.
 - Completed
9. Continue on-going outreach in support of www.sagis.org
 - Work in progress
10. Strategic Partner Integration – Working with local municipalities on becoming SAGIS partners.
 - This project is on-going
11. Working with Building Safety on wall map updates.
 - Noel completed before his departure
12. GIS Day planning activities
 - Ongoing

ii. Upcoming Activities (December – February)

1. Coordinating with CRC to complete statewide HAZUS data update
 - Work in progress
2. GIS Support of the Service Delivery Strategy update.
 - Work in progress
3. Review comments and complete Board of Assessors internal map viewer.
 - Work in progress
4. Develop SAGIS4 internal GIS website for city and county staff.
 - Work in progress
5. Continue to edit addressing and street centerlines in response to 911 reports and new development
 - Work in progress
6. QA\QC of parcels project work.
 - Work in progress
7. Continued support of Cityworks and Engergov for City of Savannah
 - Work in progress

8. Provide support for upgrade to Windows 10 and ArcGIS 10.3 for MPC staff
 - Work in progress
9. Continue on-going outreach in support of www.sagis.org and provide data and website updates as needed
 - Work in progress
10. Strategic Partner Integration – Working with local municipalities on becoming SAGIS partners this project is on-going.
 - Work in progress

Tom stated that we have received nearly 19 applications for the SAGIS Director, we may have 5 applications that meet qualification for an interview. Interviews should start in January. We should consider gathering an interviewing committee.

IV. Adjournment

Meeting adjourned at 9:46AM

Chairman David Frost

Next Meeting: March 1, 2016 9:00AM – 11:00AM