

**Mid Shore Regional Council
GIS Advisory Committee Minutes
August 05, 2004**

The Mid Shore GIS Advisory Committee meeting was called to order at 2:10 p.m. by Kevin Morse, Executive Director of the Mid Shore Regional Council, the meeting was held in the conference room of the MSRC office located at 11 S. Washington Street, suite D, Easton, MD Persons present were Michael Scott, Megan Del Gaudio, Sarah Criswell, Shane Johnston, Lauren McDermott, Mark Cohoon, Karen Houtman, Bob Tenanty, Kevin Morse and Terry Deighan.

Introductions

Everyone present at the meeting stated their names and affiliations.

Review Logo design, display website template & quarterly report

Michael Scott presented several versions of the Eastern Shore Regional GIS Cooperative (ESRGC) logo, the committee unanimously agreed on the two tiered colored block logo. Dr. Scott announced that the shell for the web site has been created and details are to be e-mailed to members in the near future. Dr. Scott then proceeded to explain the details of the first quarterly report he prepared detailing the highlights and projects for the future. Topics covered in the report include the hiring of two new full time employees and six interns, acquiring over \$52,000 in GIS contracts and goals for the remainder of the year. (A copy of the quarterly report is attached as part of these minutes).

Aerial and LIDAR data consolidation

A general discussion ensued and all of the counties represented agreed they have all of the same key issues in common and work should commence on making a matrix of all the counties and preparing data sharing agreements. This would enable GIS to charge for the up keep of data stored ultimately giving us the ability to sell data vs. giving it away. However, aerial GIS information would only be able to charge for reproduction costs.

ESGRGC funding discussion

General funding ideas were discussed including what items could be considered a viable charge item vs. items that would not meet that criteria. The production of a disclosure agreement stating what would and would not be acceptable chargeable items was one of many different options that could be implemented.

Data management & distribution – business plan

Kevin Morse suggested inviting municipal representatives to the next quarterly meeting to familiarize them with the direction of the committee, then attending various county council meetings in the late winter months in an attempt to obtain funding, first preparing packets to present to the various counties that would include aerial and tax mapping information as well as a list of future projects. It was suggested that this should be achieved as an agreement between Salisbury University in collaboration with the Mid

Shore Regional Council.

First impressions & discussion

Shane Johnston of Caroline County questioned expanding the cooperative to the Upper Shore, Michael Scott of Salisbury University agreed to the expansion idea and finding a stabilized funding source for such an expansion. The topic of travel time is a consideration and the addition of a desk at the MSRC for a GIS person will help considerably in the future when specific projects get under way. Kevin Morse and Michael Scott think getting Dorchester County funding for aerial photos is high priority

Other items of interest were

- Creating some type of cost share agreement between towns and counties.
- Preparing a Memorandum of Understanding (MOU) for data sharing
- Preparing a GIS model for all towns identifying vacant parcels and the zoning of the parcels so a prediction could be made for septic/sewer allocation in the future.

Next meeting

The next meeting date was set for October 15, 2004 at 2:00 p.m. details to follow.

Adjournment

The meeting was adjourned at 3:50 p.m.