

NSGIC Board of Directors Meeting

October 30, 2017, 3 pm ET

Via: join.me/mollyschar, 202-602-1295 with code 775-955-045#

Minutes

Executive Officers and Directors:

Present: Andy Rowan (NJ), President; Bert Granberg (UT), Past President; Dan Ross (MN), President-Elect; Cheryl Benjamin (NY); Anne Johnson (AK); Karen Rogers (WY); Tony Spicci (MO); Jim Steil (MS)

Absent: Susan Miller (GA)

Other Council Officers Present: Phillip Henderson (AL), Treasurer; Richard Wade (TX), Secretary

Others Present: Shelby Johnson (AR); Tim Johnson (NC); Michelle Jones (NSGIC); Bruce Oswald; Curtis Pulford; Molly Schar (NSGIC); Joe Sewash (VA); Sheila Steffenson (1Spatial)

- I. **Call to Order; Roll Call & Establishment of Quorum** -Andy Rowan
President Rowan called the meeting to order and a quorum was established.
- II. **Changes/Additions to Agenda** - Andy Rowan
Next Generation 911 Committee will present a draft comment letter to the board for approval.
- III. **Announcements**
Molly announced receipt of a grant funding for the new GeoElections project by Democracy Fund Voice. The funding is for \$300,000 over two years.
- IV. **Consent Items**
 - a. Adoption of Draft Board Minutes: September 29, 2017
Motion to accept the minutes was made and seconded; vote carried unanimously.
- V. **Treasurer's Report** - Phillip Henderson
 - a. September 30, 2017 Preliminary Financial Statements
Phillip presented the September financial statements. He noted that many conference expenses were still outstanding by the time of this report at the end of September, so the board can expect to see those on next month's statements.
 - b. Preliminary 2018 Budget
Phillip presented the preliminary version of the 2018 proposed budget, which is also under review by the Finance Committee. Molly provided overview of revenue including membership, sponsorship, registration, and program funding. The 2018 budget will be presented for board action at next month's meeting.
- VI. **Unfinished Business**
None

VII. **New Business**

a. Committee Chair Appointments - Andy Rowan

Andy has been in touch with all committee chairs in the last few weeks. He reported that Richard Wade has accepted the appointment as Secretary. Motion to approve Richard's appointment was made and seconded; vote carried unanimously.

Andy confirmed the appointment of committee chairs: Addresses & Transportation Committee: Gene Trobia (AZ) and Jonathan Durant (AR); Conference Committee: Tony Spicci (MO); Corporate Leadership Committee: Sheila Steffenson (1Spatial); Elections Committee: Shelby Johnson (AR); Finance Committee: Phillip Henderson (AL); Geospatial Preparedness Committee: Josh Groeneveld (UT) and Jon Paoli (IA); Member Services Committee: Leland Pierce (NM), Karen Rogers (WY) and Tim Johnson (NC); Next Generation 9-1-1 Committee: Ian Von Essen (WA) and Joe Sewash (VA); Sponsorship Committee: Bert Granberg (UT); GIS Inventory Committee: Richard Butgereit (FL)

b. Employee Handbook - Molly Schar

Molly requested to defer a vote on the adoption of the handbook to next month's meeting so as to give everyone the chance to review and come back with questions.

c. Geospatial Maturity Assessment - Analysis and Uses - Molly Schar

Molly requested some volunteers to review the goal and purpose of the GMA and suggest recommendations we can use the GMA to better use in the future. Bert reviewed some ideas of how the assessment could be refined and improved to be more valuable and use the data to better support and promote NSGIC as well. Jim Steil, Sheila Steffenson and Bert Granberg will lead the effort.

d. Carpe Geo - Bert Granberg

Bert reported that Bill Johnson's Carpe Geo session at the Annual Conference was one of the most highly rated sessions. Bert suggests potentially developing a business plan with Bill and NSGIC to turn Carpe Geo into a project, with the goal of promoting strategy, communications, for professionals in the industry. Bert asked for some volunteers to review the viability and potential business plan development. Bert will post a two-page document on MemberClicks for those interested to review and come back with questions and ideas at the next Board Meeting.

e. NSGIC Response to 911 Grant Program Notice of Proposed Rulemaking - Joe Sewash

Joe Sewash and Cheryl Benjamin reviewed the draft NSGIC response letter. Motion to approve the letter was made and seconded; vote carried unanimously.

f. DHS Projects Report - Bruce Oswald

Bruce gave a final report on the DHS contract project. NSGIC's close-out report is due within thirty days as the last deliverable under the DHS contract.

VIII. **Reports:**

a. Executive Director's Report - Molly Schar

Molly shared an update on current projects in development, including the GeoElections project, which has been awarded funding by the Democracy Fund Voice. That project is expected to

commence in the next week or two. A programs manager will be hired to staff that project, as well as other program and project development roles.

A proposal for the 3DEP coordination project will be developed and submitted to USGS for funding consideration before the end of the year. On a parallel track, NSGIC will be working with USGS to develop an MOU and reinstate monthly coordination calls. Molly will be working with the GIS Inventory Committee to seek funding for that program, with NSGIC shouldering all maintenance costs without external funding.

Molly reported on her presentation at the NASNA fall meeting and the discussion that ensued. She will work with the Next Generation 911 Committee to follow up on some of the ideas on ways to engage NASNA at the national, NSGIC level, as well as strengthen working relationships between GIS leaders and 911 administrators within states.

Giving an update on conferences, Molly noted that Michelle is working on final reconciliation on the Providence conference budget, and working with the hotel in Salt Lake City for 2018 Midyear Meeting. Hotel and meeting space for Duluth are near confirmation. Staff are also working to improve the registration process. The 2019 Annual Conference will be held in Snowbird, UT, but locations for both the 2019 and 2020 Midyear Meetings have not yet been confirmed. The 2020 Annual Conference will most likely be held in New Orleans.

Molly reported that staff is working on renewal outreach for membership, with most members already being renewed. Staff is working with the Member Services Committee to finalize the proposed changes to the membership model, which will be brought to the board for approval.

In the area of sponsorships, Molly noted that the CLC has been providing valuable feedback on the new sponsorship model. Bert and Molly will solicit additional feedback from other stakeholders with the goal of launching the new model before the end of year.

b. Committee Reports:

1. Addresses & Transportation Committee - Curtis Pulford
Curtis reviewed National Address Database discussions and further outreach to states not yet participating.
2. Conference Committee - Tony Spicci
Tony reported that the committee will send out the call for presentation for the Midyear Meeting in November. The committee will be considering the results for the Providence post-conference survey to make improvements for future meetings. Andy noted that roles and responsibilities for committee members and others are being developed.
3. Corporate Leadership Committee - Sheila Steffenson
Sheila reported that the committee has been communicating about the new sponsorship model. Though feedback has been limited, Sheila believes that the new model has the support of the CLC. She will provide final feedback to the Sponsorship Committee and Bert will bring the model to the board for consideration at the November meeting.
4. Elections Committee - Shelby Johnson
No Report
5. Finance Committee - Phillip Henderson

Phillip reported that Finance Committee met to consider the 2018 budget. The budget will be up for approval at the November board meeting.

6. Geospatial Preparedness Committee - Josh Groeneveld
Josh reported that the committee has not met in the last month. A series of reports from recent disasters will be shared to encourage the collection of lessons learned.
7. Member Services Committee - Karen Rogers
Karen reported the Virtual Caucus is has been scheduled for December 6. The committee is considering how “best practices” is defined and how to build resources within NSGIC’s library.
8. Next Generation 9-1-1 Committee - Joe Sewash
The committee will meet next on November 16.
9. Sponsorship Committee - Bert Granberg
Bert reported that per the CLC’s earlier report, committee is working on new sponsorship model. Staff is working on the final numbers for the year on sponsorship revenue.
10. GIS Inventory Committee - Richard Butgereit
No report; absent.

IX. **Executive Session** - Andy Rowan

Board went into executive session. During executive session, the board decided to include in the 2018 budget a cost-of-living adjustment in the salaries of current staff.

X. **Adjournment** - Andy Rowan

Respectfully Submitted,

Richard Wade (TX)
Secretary

