

**National States Geographic Information Council
Board of Directors Meeting
Monday, June 26, 2017
Via web/teleconference**

Minutes

Executive Officers and Directors Present: Bert Granberg (UT), President; Andy Rowan (NJ), President-Elect; Chris Diller (WI), Past-President; Cheryl Benjamin (NY); Richard Butgereit (FL); Joe Sewash (NC); Jeff Smith (OH); Tony Spicci (MO)

Other Council Officer(s) Present: Karen Rogers (WY), Secretary

Committee Chairs, Staff, and Others Present: Gene Trobia (AZ); Josh Groeneveld (UT); Leland Pierce (NM); Ian Von Essen (WA); Gar Clarke (NM); Shelby Johnson (AR); Bruce Oswald (NSGIC); Molly Schar (NSGIC); Diane Schafer (NSGIC)

I. Call to Order; Roll Call

Bert Granberg, presiding, called the meeting to order. Diane Schafer performed Roll Call and a quorum of Executive Officers and Directors was confirmed.

II. Changes/Additions to Agenda

Two items were added to Unfinished Business: Adoption of revised budget; and adoption of capitalization plan.

III. Announcements

Bert Granberg acknowledged absent board members. Also, he thanked several board members for their work over the weekend to respond to confusion and concern about portions of the National Geospatial Data Act. NSGIC's rebuttal has been distributed via social media and as a post on the NSGIC blog.

IV. Consent Items

Joe Sewash noted an error on the May meeting minutes reflecting Susan Miller rather than Karen Rogers as Secretary, amended minutes and the June 2017 Membership Report were adopted by consent.

V. Treasurer's Report

In the absence of Dan Ross, Treasurer, Molly Schar reported on NSGIC current financial status based on the preliminary financial statements through May 31, 2017.

Moved, seconded and carried to adopt the Treasurer's Report as presented.

VI. Unfinished Business

- A. Revised budget – Molly Schar reviewed recent updates to the 2017-2018 operating budget to accommodate the shift from SMG to NSGIC staff. –Moved, seconded and carried to adopt the revised budget as presented
- B. Capitalization Policy – Molly Schar reviewed the proposed new policy as it was recommended by auditors - Moved, seconded and carried to adopt the Capitalization Policy as presented

VII. New Business

A. Approval of Professional Employer Organization (PEO) Engagement – Molly Schar provided a comparison of costs and services related to staffing and benefits of using a PEO. The Board consented to let the Executive Director select a plan that provides the most benefits at the most competitive price.

VIII. Reports

A. Executive Director's Report

Molly Schar reported membership renewals have been distributed. Renewals can be processed online through MemberClicks, by phone, fax, or by mail. NSGIC will look toward making the process entirely electronic for 2018-2019. All web content has now been moved over to the new website and members are beginning to utilize the platform. Molly also reported that she had attended both NENA and GEOINT conferences in San Antonio earlier in the month. She was able to meet with Brian Fontes from NENA to discuss opportunities for NSGIC to collaborate with NENA. With regard to NSGIC staffing, she reported that the 320 applicants for the coordinator position have been narrowed to two finalists with additional conference call/interviews scheduled for this week. An offer is expected to be made following that with July 17th targeted for onboarding. The virtual office is almost set and then she will begin recruitment of a bookkeeper in the New Orleans area.

B. Report on DHS Contract Activities

Bruce Oswald, Project Manager for NSGIC to the DHS contract (HSHQDC-15-C-00070 (Option Year 1) and DHS/NAPSG cooperative agreement), reviewed a written report on contract activity submitted to the Board in advance of the meeting.

C. Committee Reports

1. Addresses & Transportation Committee

Gene Trobia shared the DOT update with a focus on inventory and safety, mostly with regard to roads. He reported that Steve Lewis would like to flesh out the National Address Database with hopes for it to be live within 12-14 weeks. The Census Bureau has completed LUCA mailings. FGDC Address Sub-committee has developed a workgroup requesting NSGIC workflows for providing data. The Addresses & Transportation Committee has set-up workgroups to assist with both LUCA & workflows. Bert Granberg requested that the committee prepare a blog post on both new workgroups.

2. Conference Committee

Tony Spicci reported that the committee has outlined the following locations for conferences: Annual Conference: 2018 – Duluth, MN (tentatively in conjunction with the MN GSLIS Conference); 2019 – Snowbird, UT; 2020 – New Orleans. Midyear Meeting: 2018 – Salt Lake City, UT (confirmed); 2019 – National Conference Center (researching).

3. Corporate Leadership Committee

No report was given.

4. Elections Committee

No report was given.

5. Finance Committee

No report was given.

6. Geospatial Preparedness Committee

Josh Groeneveld reported they met on June 9. They reached out to Emergency Contact Leads and received a good response on the call. The next scheduled committee meeting will conflict with National GP Summit in August, so the committee will be reviewing alternate dates.

7. Member Services Committee

Leland Pierce reported that the committee has focused on the recent Virtual Caucus, which was considered a success with 45 attendees.

8. Next Generation 9-1-1 Committee

Joe Sewash reported the next committee meeting is scheduled for July 13.

9. Sponsorship Committee

No report was given. Next meeting will be scheduled in July following the user conference in San Diego.

10. GIS Inventory Committee

Richard Butgereit reviewed the proposed committee charter. Moved, seconded and carried to adopt the charter as presented.

IX. Confirm Next Board Meetings

The next Board of Directors meeting will be held Monday, July 31, 2017 at 3:00 p.m. Eastern via web and teleconference.

X. Adjournment

Moved, seconded and carried to adjourn the meeting.

Respectfully submitted,

Karen Rogers, Secretary