

**STATE OF WEST VIRGINIA  
EXECUTIVE DEPARTMENT  
CHARLESTON  
EXECUTIVE ORDER NO 4-93  
By the Governor**

WHEREAS, the management and sharing of geographic information about the state's natural and cultural resources and the human and economic activities that affect and are affected by those resources are essential for effective decision-making by local, state, and federal governmental entities in West Virginia and for effective decision making by the private sector in West Virginia; and

WHEREAS, computerized Geographic Information System (GIS) technology provides a more efficient and effective means for managing geographic information as compared with traditional manual methods; and

WHEREAS, efforts are underway in various public and private agencies and organizations throughout the state to develop GIS technology that incorporates geographic information; and

WHEREAS, there is a need to coordinate these efforts to minimize duplication and reduce the cost of developing GIS technology and database; and

WHEREAS, there is a need to develop hardware, software, mapping, and communications standards to facilitate the sharing and interchange of GIS data among various users; and

WHEREAS, there is a need for a coordinated effort to develop certain key GIS data bases that are of major interest to all users; and

WHEREAS, there is a need to provide a formal organizational structure, staffing, and financial support for a statewide GIS effort; and

WHEREAS, a long-range state GIS Development Plan to address the above concerns has been prepared by a task force comprised of state, local, federal, and private sector agencies that have a major interest in GIS; and

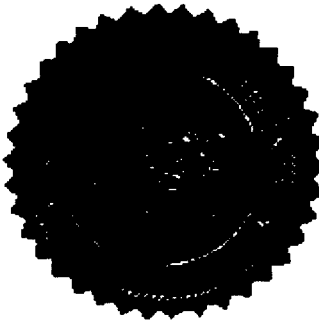
WHEREAS, I have been advised of the above GIS Development Plan and found it to be acceptable

NOW, THEREFORE, I, GASTON CAPERTON, GOVERNOR of the State of West Virginia, pursuant to the authority vested in me by Article Seven, Section Five of the Constitution of West Virginia, do hereby ORDER and DIRECT that:

1. The West Virginia Geographic Information System Policy Council ("Council") is hereby created to oversee the implementation of the State GIS Development Plan.
2. The Council's membership shall initially consist of the seven West Virginia Cabinet Secretaries of the various departments of state government or their designees. The Secretary of Commerce, Labor and Environmental Resources or his or her designee, shall chair the Council. The Council may recommend to the Governor for his approval such additional membership as it may deem appropriate.
3. The Council shall have the following powers and duties:
  - a. The development and recommendation to the Governor of an annual program and budget for implementation of the West Virginia GIS Development Plan.
  - b. The recruitment, appointment, and supervision of a GIS Coordinator, who is qualified by reason of training and experience to manage and direct the implementation of the West Virginia GIS Development Plan. The Council may appoint such additional support staff as it may deem appropriate to the extent that funding is available for such additional staffing. The Coordinator shall be housed within the Department of Commerce, Labor and Environmental Resources during fiscal year 1994. Thereafter the Coordinator shall be housed in a location determined by the Secretary of the Department of Commerce, Labor and Environmental Resources.

- c. . The appointment of a Steering Committee comprised of GIS representatives from the participating divisions of state government, the higher education system, the regional planning and development councils, and any other interested entity that may play a major role in the implementation of the GIS Development Plan. The Steering Committee shall provide for the coordination of the technical aspects of the West Virginia GIS Development Plan implementation among major users, and shall advise the Council on GIS technical issues, the West Virginia GIS Development Plan's implementation, and interagency coordination. The Steering Committee shall meet as often as necessary to discharge its duties. The GIS Coordinator shall be a member of the Steering Committee, shall attend meetings of the Committee, and shall serve as the chairperson of the Committee. The Steering Committee may appoint subcommittees from among its membership and from outside parties to investigate and make recommendations on specific GIS issues.
- d. The development of a formal statewide GIS Users Group, based on the existing informal West Virginia GIS Coordinating Committee, to serve as the vehicle for education, training, and information exchange among GIS users. The GIS Coordinator may attend meetings of the Users Group.
- e. The creation of a GIS Technical Center in cooperation with West Virginia University, the purpose of which shall be to provide technical support in the development and operation of a statewide GIS system, including the following:
  - i. Preparing detailed database designs;
  - ii. Developing databases for specified GIS layers, and overseeing and controlling the quality of GIS layers developed by outside parties;
  - iii. Maintaining and providing access to key GIS layers;
  - iv. Working with users to design, develop, and test applications;
  - v. Providing training and technical assistance in the use of GIS software;
  - vi. Assisting the promotion of GIS use in local governments and regional planning councils; and
  - vii. Acting as a service bureau to provide GIS products and services to government and non- government users.
- f. The negotiation of an annual service contract with the GIS Technical Center for the provision of the above services. The Council may provide financial support to the GIS Technical Center for this purpose. The GIS Technical Center Director shall be a member of the GIS Steering Committee, shall attend meetings of the Committee, and shall report to and cooperate with the GIS Coordinator in implementation of the West Virginia GIS Development Plan.
- g. The negotiation and execution of agreements with individual agencies and organizations, both public and private, for services relevant to implementation of the West Virginia GIS Development Plan.
- h. The funding of the GIS Coordinator's salary and related travel and operational expenses, and other expenses necessary to effectively perform the above-listed duties from such sums as may be provided by the Council, by the individual participants departments and divisions, the Governor's office, the West Virginia legislature, the United States government, or any other agency or organization, public or private. To the extent provided by law, the Council may accept such sums for its use in carrying forth the purposes set forth in this executive order.
- i. The preparation of legislation for introduction to the West Virginia Legislature which creates a statutory framework to continue the policies set forth in this executive order.

IN WITNESS WHEREOF, I have hereunder set my hand and caused the Great Seal of the State of West Virginia to be affixed.



DONE at the Capitol in the City of Charleston, State of West Virginia, on this Twelfth day of November, in the year One Thousand Nine Hundred Ninety-three, and in the One Hundred Thirty-first year of the State.

*Easton Caperton*  
GOVERNOR



BY THE GOVERNOR

*Ken Heister*  
SECRETARY OF STATE