West Virginia Association of Geospatial Professionals

ANNUAL REPORT 2019

Mapping the Mountain State

P.O. Box 3903 Charleston, WV 25339 Email: WVAGPSecretary@gmail.com Website: http://www.wvagp.org

Board of Directors 2018-2019

Name	Office/Committee Chair	Organization	Sector
Colleen Lemasters	President	WV State Historic Preservation Office	State
Jessica Perkins	Vice President	WV Division of Natural Resources	State
Jennings Starcher	Treasurer/Conference, Co-Chair	Independent Contractor	Private
Chelsea White	Secretary	Stahl Sheaffer Engineering	Private
Tony Simental	Audit/Conference, Co-Chair	Office of GIS Coordinator	State
John Bocan	Communication & Outreach	WV Geological & Economic Survey	State
Barbara MacLennan	Election	West Virginia University	Education
Steve Harouff	Technical Issues	WV Division of Forestry	State
Jacob Darrah	Training	The Thrasher Group	Private
Aaron Cox		Hampshire County Commission, WV	Local
Jessica Brewer		Dominion Energy	Private
Marvin Davis		City of Oak Hill	Local
Kevin Kuhn		WV GIS Technical Center	Education

OFFICER REPORTS

PRESIDENT'S REPORT

The Board of Directors have tackled a number of projects this year, many of which can be considered "behind the scenes" in an effort to help the ever increasing membership. The Board as a whole have worked very diligently on various projects throughout the year. Some highlights from the past year include:

* Election Committee researched and developed a revision to voting policies of the by-laws
* Training Committee continued to offer training classes in two locations within the state
  * Potential development of new training courses
  * Researched, Recommended, and Obtained new survey application since SurveyMonkey has decided to charge for "large" surveys
    * Created ESRI Non-Profit Account
* Conference Committee has been working closely with JulNet to organize the Annual Meeting at a completely new venue
* Communication & Outreach Committee took on the task of organizing and planning a Legislative GIS Day on January 16th at the Capitol Building in Charleston, WV
* The Board has also been more active in becoming involved with various organizations throughout the state. One of which is being represented at the WV Society of Professional Surveyors Convention which was held in Flatwoods, WV in February.

Colleen Lemasters, GISP
GIS Coordinator
State Historic Preservation Office
Division of Culture and History

VICE PRESIDENT'S REPORT

We had a productive year with WVAGP and I want to thank all of you for your continued support and work towards improving our association as well as the geospatial community, data, and products within West Virginia.

The WV GIS Conference in Charleston in June 2018 was a great success. I was happy to see many of you take advantage and stay for the last day, Watershed Resources Registry (WRR) Workshop. We had instructors travel from Philadelphia, Pennsylvania and the Annapolis, Maryland area to help instruct the workshop. They were impressed at the level of interest and enthusiasm for GIS and the WRR web-based mapping tool.

We repeated GIS Day at the WV Legislature on January 16th. There seemed to be less attendance with the ongoing construction in the rotunda and dome area but we spoke to several legislators and networked with each other. We should not underestimate our presence at the Capitol as a reminder of the importance of geospatial data and analytics to our state and communities.

The WVAGP Board has met monthly throughout the year and tackled various topics, including election by-law changes, ArcGIS Online Organization for WVAGP (surveys in this format to come), updating our website, new trainings, updating our PayPal and obtaining a credit card reader, planning for meetings and future conferences, among other day-to-day tasks.
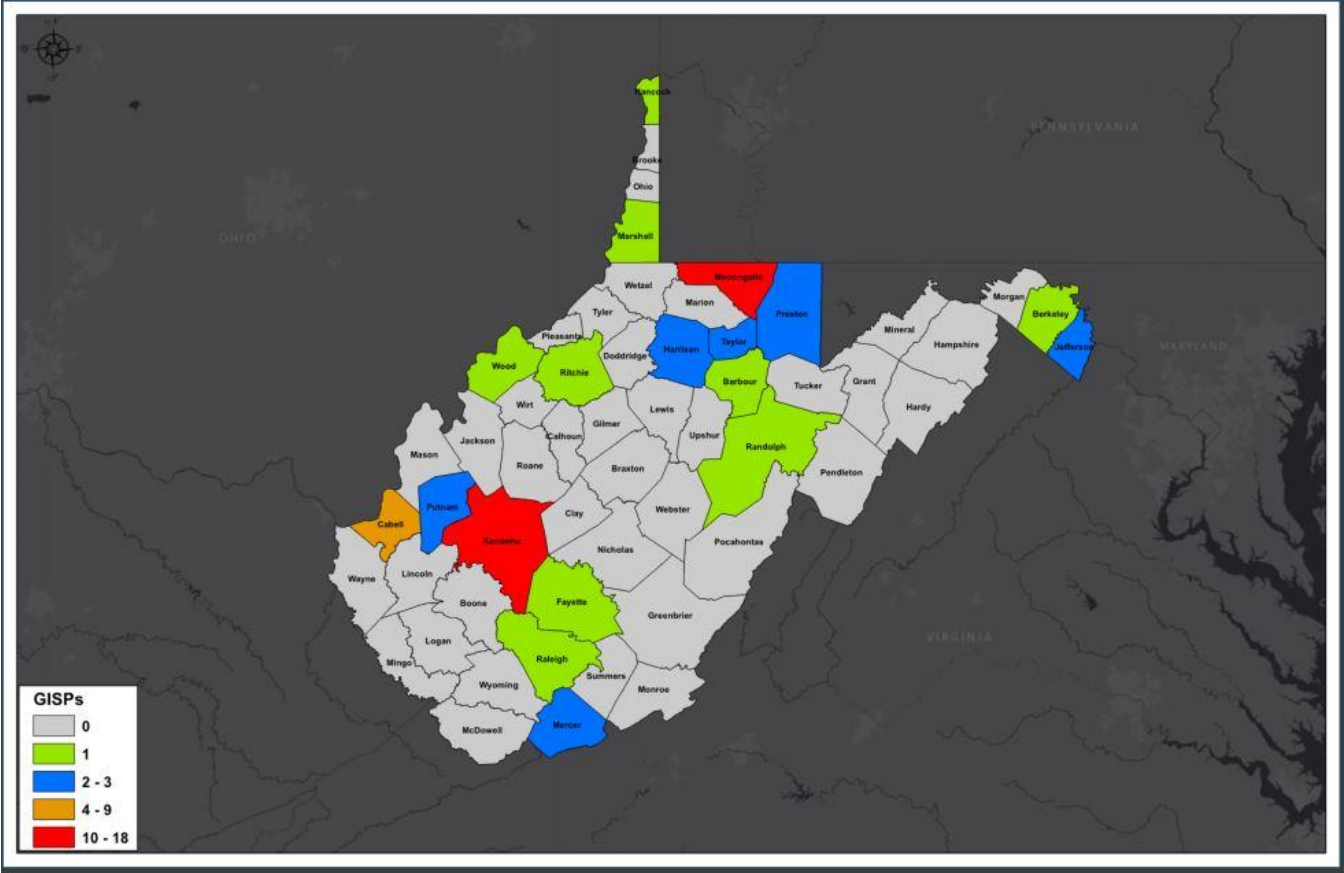
Thank you for the opportunity to serve on the board and as vice-president. It is an honor to work in this field and alongside all of you.

Jessica D. Perkins, GISP

GIS Analyst and Program Lead

WV Division of Natural Resources
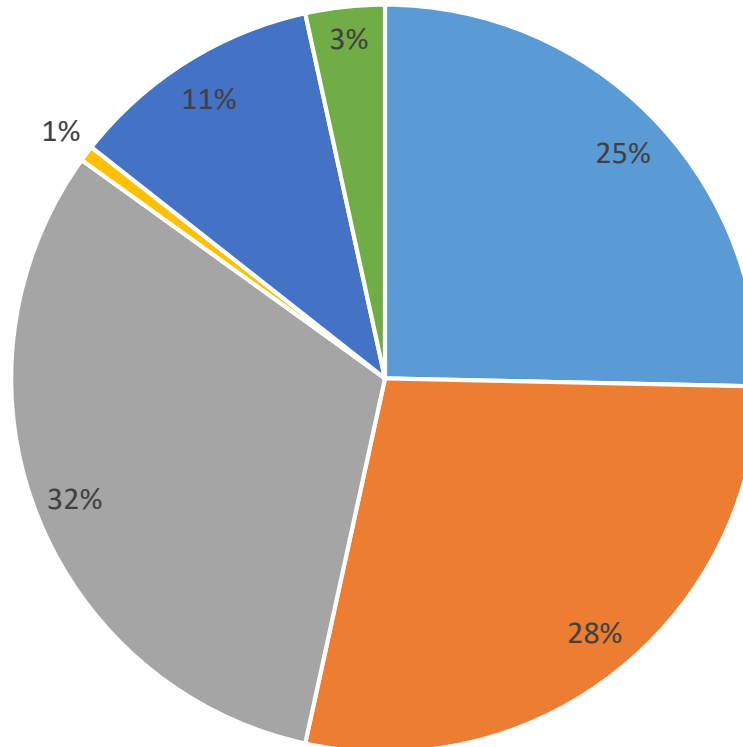
SECRETARY'S REPORT

As of January 2019, we have 66 GISPs.

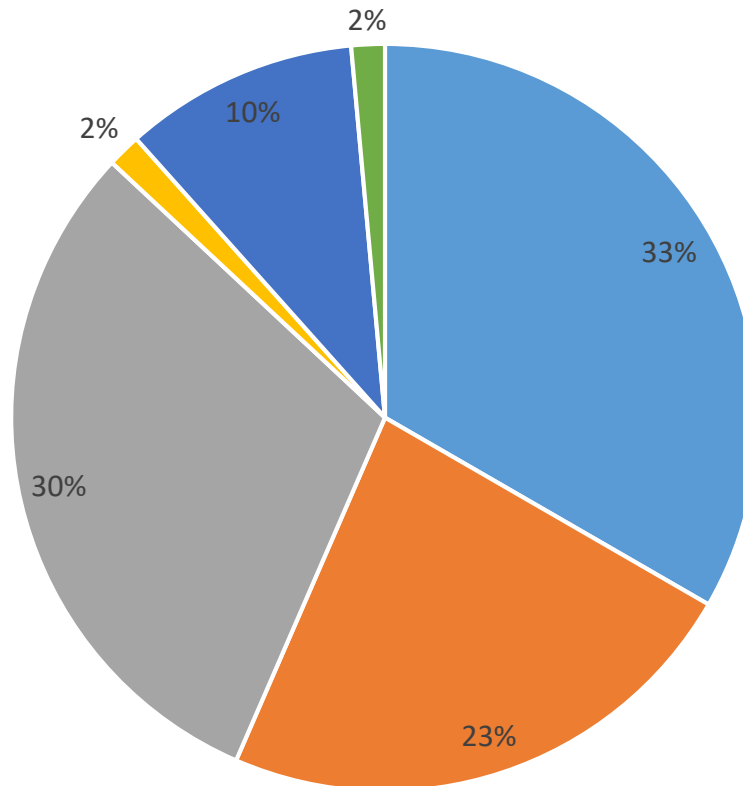# SECRETARY'S REPORT

2018-2019 Members

■ Local/Regional ■ Private ■ State Government ■ Other ■ Education & Research ■ Federal Government

SECRETARY'S REPORT

2019-2020 Members

Chelsea White
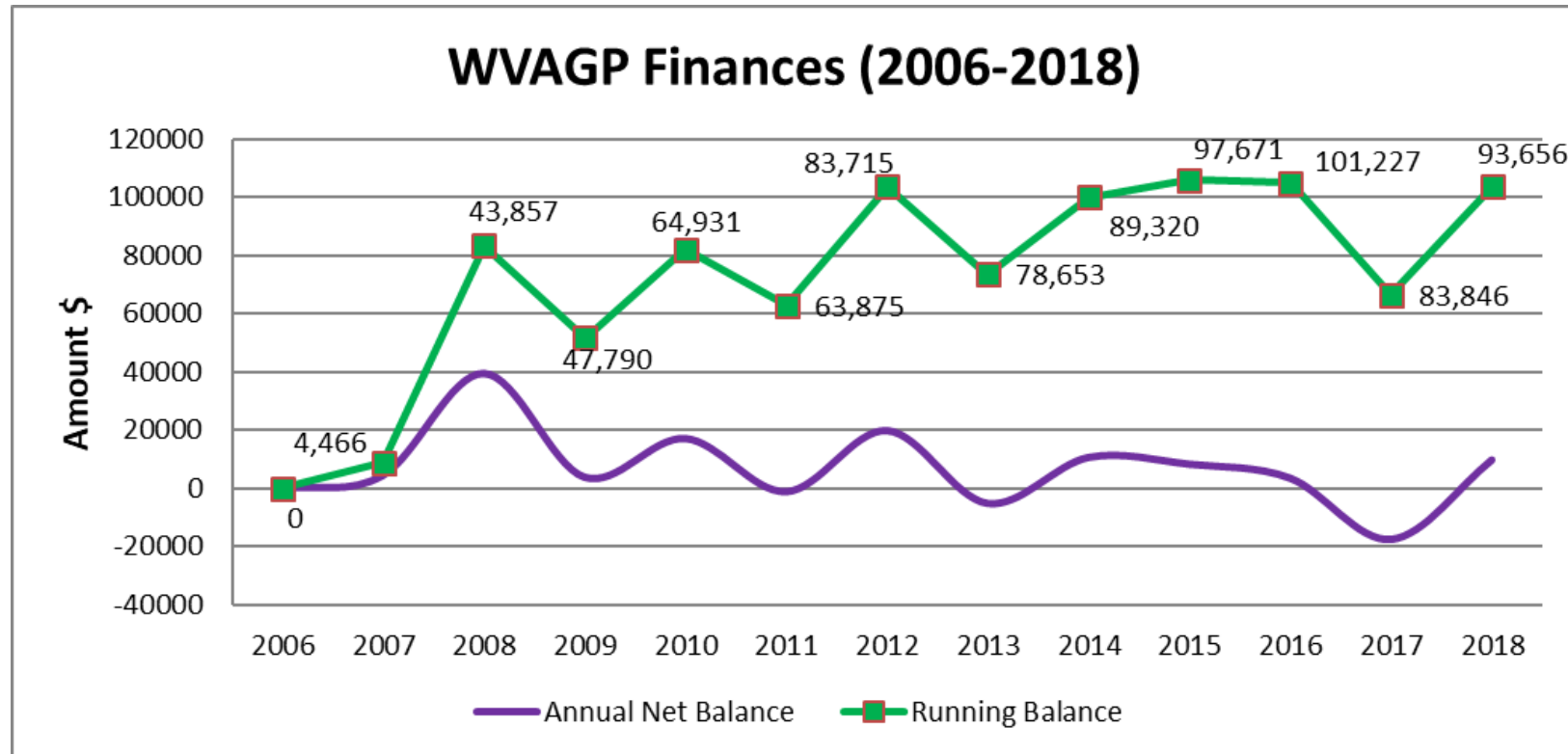GIS Analyst/ sUAS Pilot

Stahl Sheaffer Engineering, LLC

TREASURER'S REPORT

Below is the audited financial report for the calendar year 2018 (January 1 – December 31).

Annual Treasury Report 2018		
Starting Balance		**$83,846.19**
All income		
Membership and/or meeting registration fees, training fees	$72,786.53	
Total Income		$72,786.53
Expenses		
WV GIS Conference	$44,659.41	
WVGISTC Course Payments	$10,735.53	
Dr. Jamison Conley – ArcGIS Python Course Fee	$4,000.00	
PayPal Expenses	$1,353.58	
WVU Catering	$513.57	
EPAN Sponsorship	$500.00	
Constant Contact Renewal	$378.00	
H&R Block Tax Prep	$350.00	
Facebook Boost Promotions	$208.00	
USPS PO Box Renewal	$120.00	
USPS Certified Mail	$65.94	
Gene Del Greco – GISP 50% Reimbursement	$47.50	
WV Secretary of State – Annual Filing Fee	$26.00	
Eventzilla Payment	$9.59	
Total Expenses		$62,967.12
Summation		
Deposits		$72,786.53
Expenses		$62,967.12
Net Balance as of 12/31/2018		**$93,655.60**

Treasurer's Report Audited in spring 2019 and found correct

TREASURER'S REPORT (Cont.)

WVAGP Finances (2006-2018)

TREASURER'S REPORT (Cont.)

Year	Income	Expense	Annual Net Balance	Running Balance	Comments
2006	0	0	0	0	
2007	4,693	227	4,466	4,466	*WVAGP formed March 2007*
2008	59,826	20,434	39,392	43,857	Received $20K FGDC grant
2009	7,360	3,428	3,932	47,790	
2010	39,998	22,856	17,142	64,931	
2011	53,606	54,662	-1,056	63,875	
2012	64,736	44,895	19,841	83,715	
2013	61,522	66,584	-5,063	78,653	
2014	72,988	62,321	10,667	89,320	
2015	33,590	25,240	8,350	97,671	
2016	53,859	50,303	3,556	101,227	
2017	7,023	24,403	-17,380	83,846	
2018	72,787	62,967	9,820	93,656	
total	*$ 531,988*	*$ 438,319*		*$ 93,669*	

Other News
- WVAGP filed federal tax documents and it has been sent to the IRS for review.

Jennings Starcher, GISP
WVAGP Treasurer

COMMITTEE REPORTS

July 1, 2018 - May 14, 2019

Audit Committee

As Chairman of the West Virginia Association of Geospatial Professionals Audit Committee, I am pleased to present the report of the Committee for the year ended December 31, 2018. Which has been prepared by the Committee and approved by the Board. While a comprehensive description of the financial status of our organization is included in the Treasurer's Report I would like to highlight a number of aspects of our work.

One of the Audit Committee's key responsibilities is to review our organization's finances and accounting systems. In addition the Audit Committee is also responsible for the oversight of the Treasurer's performance.

The Audit Committee recognizes the importance of its responsibility and transparency, both in fact and appearance. Each year, the Committee evaluates the financial records related to income and expenses, including bank account balances.

The Audit Committee reviewed all the pertinent records presented by the Treasurer prior to reporting the results to the Board. This included a review of the accounting practices, major expenses and main income streams. The Audit Committee discussed these matters at length with the Treasurer as part of the review. Below you will find a table showing the financial status of the WVAGP as of December 31, 2018.

Starting balance		
Starting Balance	1/1/2018	$83,846.19
Deposits		$72,786.53
Expenses		$62,967.12
Net Balance for WVAGP accounts for 2018 as of 12/31/2018		$93,665.60

The Audit Committee, composed of Tony Simental, Hussein Elkhansa, and Kelli Williams, and on behalf of the Board, conducted an annual assessment and found no irregularities in the organization's finances.

The Committee would like to commend the Treasurer for his careful and honest handling of AGP's funds.

Respectfully submitted

Tony Simental, MS, GISP

Chairman

Audit Committee

Election Committee

The committee has worked hard this year to continue to increase voter turnout and prepare for the 2019 WVAGP Board of Directors election. In regards to increasing voter turnout, the committee met their goals of 1. creating a white paper reviewing what similar geospatial organizations do for voting and elections in other states, 2. based on this information and after talking to WVAGP founding and current board members about the election rules, rewrote the election by-laws to be able to try new approaches to increase voter turnout. These changes will be presented for a vote at the 2019 WVAGP conference for the consideration of members to determine next steps.

At the 2019 WVAGP elections, we have 7 qualified candidates for the five seats that are available. There are two candidates representing the state constituency, three representing the education and research constituency, one candidate representing the regional/local government constituency and one candidates representing the private sector constituency, and no candidates representing the federal constituency. As was done in past years, the committee added candidate pictures to the nominee profiles to put a face to each nominee profile. Ballots and nominee profiles were sent to the membership on April 12, 2019. Also, the committee worked with the Communications Committee to spotlight each candidate on the WVAGP Facebook page leading up to the election. Election of the new Board of Directors members will be at the annual membership meeting May 13-14, 2019. Members of the committee include Barbara L. MacLennan (Chair), Jennings Starcher, Jessica Brewer, Nate Davis, Ben Everette and Maneesh Sharma. The Election Committee is actively seeking new members.

Barb Maclennan

WVAGP Election Committee Chair

Communications & Outreach Committee

The committee connected with the members, using the WVAGP website, e-mail list serves, and official Facebook page. These sources assisted with reporting to the membership and the public for promoting awareness of geospatial training, for facilitating networking among members, and assisted with the growth of our organization. The WVAGP website (www.wvagp.org) has undergrone upgrades and will continue to do so.

John Bocan
GIS Programmer/Analyst II
West Virginia Geological & Economic Survey

Technical Issues Committee

The Technical Issues Committee for 2018 had only one member, myself as Chair. Early in the year an email invite was sent to WVAGP membership for interest in being a part of the committee or issues that the committee could address. There were no pressing technical issues for 2018, and only one member showed interest in being a part of the committee.

As Technical Issues Committee Chair I participated in all but one monthly Board meeting, providing support as needed, helping with annual meeting planning and voting on WVAGP Board decisions.

Steve Harouff

Technical Issues Committee - Chair

GIS Manager - WV Division of Forestry

Training Committee Report (2018-2019)

WVAGP Training Committee Report (2018-2019)

The WVAGP Training Committee has been working diligently on five training sessions scheduled for the summer 2019 season, along with completed or scheduled trainings that took place through 2018. The following report covers the past year's scheduled trainings, upcoming trainings, and discussions that have taken place.

2018-19 WVAGP Scheduled Training Sessions (Including Cancelled)

Instructor-Led Workshop	Training Dates	Location	Training By
GIS Foundations I, II, III	December 2018	Beckley	WVAGP
GIS Foundations I, II, III	August 2018	Morgantown	WVAGP
JavaScript (cancelled)	August 2018	Morgantown	WVAGP
Geostatistical Analysis	August 2018	Morgantown	WVAGP
Geoprocessing with Python	August 2018	Morgantown	WVAGP

Upcoming Training Sessions

Instructor-Led Workshop	Training Dates	Location	Training By
GIS Foundations I, II, III	June 2019	Morgantown	WVAGP
ArcGIS Pro	July 2019	Morgantown	WVAGP
ArcGIS Online	July 2019	Morgantown	WVAGP
Geoprocessing with Python	August 2019	Morgantown	WVAGP
Geostatistical Analysis	August 2019	Morgantown	WVAGP

Training Sessions in Development

Instructor-Led Workshop	Training Dates	Location	Training By
ArcGIS Mobile Apps (ArcGIS Online)	TBD	TBD	WVAGP
Web Course/MOOC	**Training Dates**	**Location**	**Training By**
Story Maps	TBD	TBD	WVAGP/Udemy

Training Committee Report (2018-2019) (Cont.)

Scheduled Sessions Report

Once again, GIS Foundations continues to be our most popular and attended course. We held two instances in 2018, with one in Morgantown and the other in Beckley. Coincidentally, the City of Oak Hill (my employer) took advantage of the Beckley training, which they found very helpful for their efforts in our daily operations. We had one or more courses not meet the attendance needed to be financially viable, with JavaScript being cancelled. Since JavaScript has struggled to meet the established threshold, it is not being offered for summer 2019.

Kevin Kuhn had brought up a situation where a registered attendee had to cancel due to an emergency and had to be refunded, which sparked a conversation that WVAGP's Training Committee and/or Board does not have a policy regarding course registrations and cancellation. I believe it should be considered by the Board to establish either a policy of either providing refunds/rain checks to those who must cancel for good reason, because we cannot foresee hardships come up, but we must also acknowledge that the cancelled registration takes a seat away from someone who would have paid to take that course.

We also had a lengthy discussion about remote courses held outside of Morgantown. Due to travel and lodging for the instructor of the Beckley GIS Foundations course, WVAGP had extra costs incurred that should be a case for increasing the needed attendance threshold for scheduled remote courses by one or two registrants, so WVAGP can assuredly "break even" for the course.

Upcoming Sessions Report

The Training Committee made sure that we had a schedule training for ArcGIS Pro due to the current shift taking place at ESRI to get users to switch to the newer platform. We went through several iterations through the last two years, from having a "GIS Foundations" type of ArcGIS Pro course, to just having a "switching to ArcGIS Pro" course, to officially combining both ArcGIS Pro and ArcGIS Online to the same week since both platforms are so interconnected. I hope to see a report after the courses are held to see if there are any needed tweaks, however, the committee is very excited to get two long-gestating courses onto the schedule.

As stated before, JavaScript will not be offered this summer, but it will be kept in the offerings and rescheduled if interest returns. Python and Geostatistical Analysis both teetered on the attendance threshold this past instance, but went on as scheduled due to any budget loss not being a burden.

From my experience with the Training Committee, we tend to keep a very good eye on what trainings are desired by the membership and even organizations that don't have a strong presence in WVAGP. I feel this summer's offerings will be well-attended, especially with knowledge of many organizations buying into a regional purchasing agreement from ESRI.

Courses in Development Report

The Training Committee has established a rough basis for a "ArcGIS Mobile Apps" course that will tie-in to a "third day" for the offered ArcGIS Online course, due to the need for users to understand ArcGIS Online before using the mobile apps. The course will focus mainly on Collector and Survey123, but also dip into Workforce and Explorer. I am hopeful the next offering of ArcGIS Online in 2020 should include the Mobile Apps course.

We have begun working on a potential Udemy course for Story Maps, which offers the opportunity for us to do either paid web courses or MOOCs (Massive Open Online Courses). There hasn't been much progress made as of now, but that is a goal of mine if I continue as the Committee Chair this next year.

Finally, there has been discussion about a joint Cadastral Management workshop that would be in conjunction with the WV Society of Professional Surveyors, but no developments have come of that at the time of this report.

Final Thoughts

The Training Committee has done a superb job this past year in addressing issues that have arisen, but also getting new course offerings scheduled and utilizing a new remote location for GIS Foundations in Beckley at WVU Tech. We are also very energetic about developing web courses or MOOCs to help accommodate professionals at all corners of West Virginia. The Committee has done a wonderful job this year, and I have felt it a privilege to serve as its Chair. None of this would be possible without the WV GIS Technical Center and I want to commend them on all that they do to help train our geospatial professionals.

Thank you to all committee members: Jacob Darrah, Kevin Kuhn, Jessica Brewer, Pam Hoskins, Jessica Gormont, Frank LaFone, Brandy Bachman, and Aaron Maxwell.

Marvin Davis, Chair

WVAGP Training Committee

BYLAWS:

WVAGP bylaws can be viewed or downloaded from the Association's website:

https://www.wvagp.org/governance.aspx