

WV Association of Geospatial Professionals

MINUTES	DATE: 5 JUNE 2007	TIME: 10:00 AM	PLACE: Days Inn Conference Center, Flatwoods, WV
MEETING CALLED BY	The meeting was called to order at 10 AM.		
TYPE OF MEETING	Membership Meeting		
PRESIDING OFFICER	Kurt Donaldson		
SECRETARY	Jennings Starcher, Secretary Pro-Temp		
ATTENDEES	See Appendix 4		
APPROVAL OF MINUTES	Minutes of charter membership meeting (March 15, 2007) approved as distributed.		
REPORTS	See Appendix 1 and 3 for branding subcommittee and president reports respectively. Brief oral reports provided by treasurer and conference committee.		
UNFINISHED BUSINESS	Election for Logo & Slogan. See Tellers Report (Appendix 2).		
NEW BUSINESS	(1) Geodetic presentation by Dave Doyle, Senior Geodesist, NGS. Adopted a motion to develop a plan to densify the Continuously Operating Reference Stations (CORS) in West Virginia, including the formation of a Geodetic Subcommittee. (2) Appointment of standing committee chairs.		
ACTION ITEMS SUMMARY	PERSON RESPONSIBLE	DEADLINE	
<ul style="list-style-type: none"> Motion: WVAGP requests NGS to publish the WV State Plane Coordinates in US Survey Feet. Motion Carried 	President	8/08	
<ul style="list-style-type: none"> Motion: WVAGP recognizes the need to densify the CORS program. Motion Carried 	N/A		
<ul style="list-style-type: none"> Motion: To form geodetic subcommittee under the Technical Committee. Motion Carried. Committee members include Hussein Elkhansa, Pete Dailey, Larry Evans, Craig Neidig, Jeff Stevens, Tom Rayburn, Travis Long, Jennings Starcher, and Marshall Robinson 	N/A		
<ul style="list-style-type: none"> Committee Chair Appointments: Standing Committees appointed the following chairs: Conference (Rick Lawson), Communications (Chris Eurice), Elections (Jennings Starcher), Outreach (Sean Litteral), Technical Issues (Larry Evans) 	N/A		
ANNOUNCEMENTS	Craig Neidig is the new USGS Geospatial Liaison for WV, replacing Bruce Bauch.		
NEXT MEETING	September 11 at Flatwoods Conference Center, 9:30 am – 3:30 pm.		
ADJOURNMENT	3:09 PM		



Presentation by David Doyle, Senior Geodesist of NGS



Current (Bruce Bauch) and future (Craig Neidig) USGS Liaison for WV



Conference Committee



Outreach Committee



Technical Issues Committee



Communication Committee

APPENDIX 1: Branding Subcommittee Report

March 15, 2007 marked the first Board of Directors Meeting of the West Virginia Association of Geospatial Professionals. During this meeting a motion carried for the establishment of the Branding Subcommittee under the Communications Committee. The Branding Subcommittee was created to investigate logo and slogan options for the Association and make recommendations to the Board. Members of the Board and Association volunteered to be on Branding Subcommittee following the carried motion.

Branding Subcommittee members worked to acquire and develop logos and slogans for future review. New logos were posted on the Association's website along with previously created logos, and a call was sent out to the Membership for the submission of additional logos, slogans, and comments. Additional work by the Branding Subcommittee included the development of a logo rubric and a guidance document on brochure design.

A Communication Committee conference call was held on April 4, 2007 of which the process for the Branding Subcommittee to make logo and slogan recommendations to the Board was devised. The Branding Subcommittee would select five logos and five slogans to pass onto the Board, who would in turn select three logos and three slogans to pass onto the Membership, who would make final selections at our Annual Membership Meeting. Of 18 logos and 24 slogans, each Branding Subcommittee member ranked their top five choices, which were submitted and tallied using preferential voting. Preferential voting is prescribed in the Association's Bylaws for the election of Directors and was chosen as the method to derive the Branding Committee's recommended selection to the Board.

The Branding Subcommittee votes were tabulated on May 8, 2007. The five logos and five slogans selected were submitted to the Board on May 14, 2007. Jennings Starcher, Pro-Temp Chair of the Elections Committee, tabulated logo and slogan votes submitted by Board members. At this time we respectfully submit to the Membership the Board's selection of logos and slogans for the final vote of selection on the Association's logo and slogan.

I would like to thank everyone on the Branding Subcommittee for their work and insight. This concludes the Branding Subcommittee Report.

Respectfully submitted,

Matthew Mullenax
Branding Subcommittee Chair

APPENDIX 2: Election Results for Logo & Slogan

Using the preferential voting method here is a breakdown of votes cast at the June 5, 2007 Membership Meeting for the selection of one Logo and one Slogan that will represent WVAGP.

Total Ballots: 37

Logo:	Round 1	Round 2
1	18	25 (winner)
2	9	0
3	10	12

In the first round of tallying ballots, there was no majority (>51%) and because Logo 2 had the least amount of votes, those votes were redistributed using the second ranked logos. In this case there were 7 for logo 1 as the second choice while there were 2 votes that had logo 3 as the second choice. Thus Logo 1 was the winner with 25 out of 37 votes (67.5%).

Slogan:	Round 1	Round 2
1	8	0
2	15	16
3	14	21 (winner)

Again, in the first round of tallying ballots there was no majority. Slogan 1 had the least amount of votes so its votes were redistributed. After the votes were redistributed among Slogans 2 & 3, Slogan 3 was declared the winner because it picked up 7 out of the 8 redistributed votes and giving it the majority it needed to win (56.7%) while Slogan 2 just received one additional vote.

Votes tallied and reported by Election Committee Chair Jennings Starcher on June 5, 2007.

Logos



#1 (winner)



#2



#3

Slogans

- #1 Mapping the Wild and Wonderful
- #2 Working Together Geospatially
- #3 Mapping the Mountain State (winner)

Respectfully submitted,
 Jennings Starcher
 Elections Committee Chair

APPENDIX 3: Presidents Report

IMMEDIATE OBJECTIVES of WVAGP

- (1) Administrative/organizational tasks associated with the start-up of new organization
 - a. Merchant and PayPal accounts
 - b. Website and branding
 - c. Nonprofit status designation from IRS
 - d. Organizing standing committees
- (2) Annual Geospatial Conference
 - a. Conference in May-June 2008 in Charleston, WV
 - b. Secure business sponsorships to defray conference costs and pay for a part-time executive secretary
- (3) Strategic Plan
 - a. Needs analysis
 - b. Programmatic Goals

ORGANIZATIONAL

Bylaws: The WVAGP bylaws have been certified and signed by the Secretary. All new members should read the bylaws, the principal governance document of the organization.

Conflict of Interest Policy: On May 14, the board of directors adopted and signed a conflict of interest policy.

Membership Directory: A membership directory was created and distributed to the members.

Bank Accounts: The treasurer set up a merchant account with BBT. The association is trying to set up a PayPal account to receive online membership, but this task has been delayed because WVAGP has no credit history.

Committee Charges: Committee instructions for the standing committees were approved at the May 14th board meeting (Appendix A).

Allied Membership and Sponsorship Fees: Annual allied membership and sponsorship fees were approved at the May 14th board meeting (Appendix B).

Affiliation Report: An initial report showing members' affiliations with other professional organizations has been completed. This report will be forwarded to the Outreach Committee.

Next Meeting: The next membership meeting is tentatively planned for early September 2007.

IRS Nonprofit Status: The Foundation Group (<http://www.501c3.org/index.html>) was hired to assist WVAGP in completing its 501c3 nonprofit application to the IRS. The Foundation Group is nearly done with the application. The grant funding will be used to pay for professional services and the IRS application fee. The IRS will make the final determination as to whether WVAGP contributions are tax deductible or not, or whether WVAGP is designated a 501(c)3 or 501(c)6 nonprofit.

Membership: All the major constituency groups are represented on the board of directors and the association's membership.

Constituency Group	Membership (4 June 07)	Board of Directors
Federal Government	7	1
State Government	17	3
Regional and Local	12	2
Education and Research	21	2
Private Sector	13	2
<i>total</i>	70	11

STRATEGIC PLAN

Resources for Strategic Plan: A resource web page for developing a statewide strategic plan is located on the association's website under the Strategic Planning Subcommittee, a subcommittee of the Technical Issues Committee. The resources page includes the 1993 GIS Development Plan written by PlanGraphics, as well as strategic goals identified by the Chief Technology Officer and WV GIS Coordinator.

<http://www.wvagp.org/committees/StrategicPlanningTechnicalSub.php>

Templates for Strategic Plan and Business: At the May 14th board meeting the directors agreed to use the strategic and business plan templates provided by the Fifty States Initiative.

Programmatic Goals: A draft outline for the strategic plan was presented at the May board of directors meeting. Presentations and discussions during the June 5th membership meeting will focus on the programmatic goal of improving the State's spatial reference system. Other programmatic goals will be the focus of future membership meetings. See Appendix C.

CONFERENCE

The first annual conference will be held in Charleston, WV, in May-June 2008. West Virginia View has expressed interest in participating in the WVAGP conference. West Virginia View is a consortium of public, private, and non-profit remote sensing organizations.

COMMUNICATIONS

Teleconference Services: The USGS will allow WVAGP members access to its WebEx conferencing services if topics of discussion contribute to advancing the National Spatial Data Infrastructure. Committees wishing to subscribe to the WebEx and other teleconference services should contact the Chair of the Communications Committee.

Flyer: A promotional flyer about WVAGP was disseminated to members and non-members. It will be updated when the new WVAGP logo is approved.

Website: A temporary WVAGP website was set up until the new website design and content are completed. WVAGP member Theresa Litteral submitted design ideas including a "members only" section. Presently the temporary WVAGP website is hosted by the WV GIS Technical Center, but in the future a web hosting company shall be selected to host and backup the WVAGP website.

ListServ: A WVAGP listserv (WVAGP@LISTSERV.WVU.EDU) was set up for members. The WV GIS Technical Center will administer the listserv at no cost to members. Members are encouraged to read the listserv etiquette guidelines before using this service.

Branding: The branding subcommittee and board of directors narrowed the nominations for the WVAGP logo and slogan to three. The membership will vote on the preferred logo and slogan at the June 5th meeting.

OUTREACH

Past Meetings: In the past month there were several meetings or conference calls with high-level executives and elected officials regarding the new WV Association of Geospatial Professionals (WVAGP). A primary focus of these meetings has been to inform executives about the purpose and objectives of the new association. Outreach efforts included meetings with Senators Robert Plymale and David Sypolt, the Governor's General Counsel, Carte Goodwin, and the Chief Technology Officer, Kyle Schafer.

Future Meetings: WVAGP has been invited to present to the Joint Committee on Technology during the August Interims (August 19-21).

TRAINING AND EDUCATION

WVAGP is creating a training catalog for its members. The catalog will identify trainers, facilities, and GIS courses taught.

HOT TOPICS

USGS Geospatial Liaison: Craig Neidig has been hired as the new USGS geospatial liaison for West Virginia. Craig will replace Bruce Bauch who will continue to serve as the liaison for Kentucky and Tennessee.

Tax Map Rules: On May 22 the Property Valuation Training and Procedures Commission approved new tax map rules for preparing finished tax maps and tax map sales.

SAMB Structures: On May 17 the SAMB Chairman allowed government and educational institutions access to the SAMB building structures.

NAIP 2007: 1-meter nature color aerial photos will be collected this summer with a digital camera and subsequently orthorectified using the SAMB elevation control. See Appendix D for more information.

Local NHD: In May the USGS awarded WVU \$50k to create local resolution National Hydrography Dataset for two 8-digit watersheds using the SAMB hydrographic data.

NLCD 2001: Jackie Strager merged and re-projected to UTM the new land cover for the entire State. The 2001 NLCD will be posted on the Data Clearinghouse shortly.

Census LUCA: The 2010 Census is underway. Local Update Census Addresses (LUCA) workshops for counties and municipalities were conducted in May. Communities also have the opportunity to update incorporated boundaries digitally as part of the Boundary Annexation Survey.

Respectfully submitted,

Kurt Donaldson
President

APPENDIX A: Charges to Standing Committees

COMMITTEE	ASSIGNMENT(S)	DEADLINE
Election	Preferential Voting Methodology Guidelines	Jan 2008
Technical	State GIS Strategic Plan	June 2008
Outreach	Liaison list (Affiliation Report)	July 2007
	Needs analysis survey and other assessment surveys	Jan 2008
	Roll call report	March 2008
Communications	Branding	July 2007
	Website design and content	August 2007
Conference	Location and date	June 2007
	Preliminary conference schedule	July 2007
	Sponsorship fees and guidelines	August 2007

APPENDIX B: Sponsorships, Membership Classes, Conference regular memberships and discounts

SPONSORSHIPS	COST	# REGULAR MEMBERSHIPS	ANNUAL CONFERENCE DISCOUNTS
Gold	\$5,000	5 regular memberships	5 complimentary registrations for conference.
Silver	\$2,500	3 regular memberships	3 complimentary registrations for conference.
Bronze	\$1,000	2 regular memberships	2 complimentary registrations for conference.
MEMBERSHIP CLASSES			
Regular	\$90	1 regular membership	30% discount
Student	\$45 (50% of regular membership)	1 regular membership	50% discount
Institutional (allied membership)	1 - 4 individuals (\$90 per person) 5 or more individuals (\$80 per person)	1 regular membership per person	30% discount
Business (allied membership)	1 - 4 individuals (no discount) 5 or more individuals (\$80 per person)	1 regular membership per person	30% discount

APPENDIX C: Draft Programmatic Goals

1. Establish clear authority for statewide coordination
2. Raise the level of awareness within local and state government about the importance
3. Coordinate geospatial training and educational programs in State
4. **Coordinate with NGS and other agencies to improve the National Spatial Reference System in West Virginia**
 - 4.1. Densification of Continuously Operating Reference Stations (CORS)
 - 4.2. State Geodetic Advisor
 - 4.3. Height Modernization
 - 4.4. Publication of State Plane in Feet
5. Modernize the State's land information system
6. Develop a statewide enterprise architecture for shared services and common data picture
7. Continue to register and publish data, map services, and interactive applications on the Internet
8. Develop next-generation topographic maps, thematic maps, and other print-ready graphics
9. **Establish a statewide orthoimagery program**
 - 9.1. Adopt a resolution supporting the Imagery for the Nation (IFTN) program
 - 9.2. Identify collaborators and potential funding from multiple agencies (Ohio program: 2 million from DOT, 1 million from DEP, 1 million from USGS)
 - 9.3. Conduct needs analysis to determine desired products and specifications
10. Develop and maintain local resolution National Hydrography Dataset for State.
11. Coordinate the development and maintenance of transportation layers and infrastructure
12. Develop and maintain critical infrastructure data and services

APPENDIX D: National Agriculture Imagery Program (NAIP) 2007

NAIP 2007: This summer 1-meter natural color aerial photos will be collected with a digital camera and subsequently orthorectified using the SAMB elevation control.

Photoscience Inc. (Lexington, KY) was awarded the NAIP contract for WV. Photoscience, Inc. met with stakeholders on May 17th to discuss the statewide NAIP contract.

Description:

- Standard deliverable is UTM, Natural Color, 1-meter pixel.
- Leaf on; FSA accepts up to 10% cloud color - but strive for none.
- Estimated cost: \$330k. Buy-up cost for CIR band: \$120k.
- SAMB elevation / 3-m NED used for elevation control; SAMB elevation control should increase accuracy of product consistent with 2003 SAMB data.
- Survey control will use IMU and airborne GPS (no ground stations).
- Flight schedule: July 1 - August 15, 2007.
- Deliverables: Countywide MrSID mosaic (Oct. 30, 2007); Uncompressed DOQQ GeoTIFFs / ArcIMS Web Services (Feb. 2008).
- The digital camera will produce much sharper images (perhaps 30%) than film and still maintain a high level of positional accuracy.
- Other Metrics: 61 flight lines (27k altitude), 4451 photo frames, 1835 DOQQs.
- NAIP guarantees horizontal accuracy of 6 meters at 95% confidence level.

Additional NAIP info: <http://www.fsa.usda.gov/FSA/apfoapp?area=home&subject=prog&topic=nai>

NAIP contract:

www.fsa.usda.gov/Internet/FSA_File/usda_naip-3-07amend2.pdf

APPENDIX 4: Attendance

LastName	First Name	Organization	email
Bauch	Bruce	U.S. Geological Survey	bbauch@usgs.gov
Binns	Rich	WV Geological and Economic Survey	rbinns@geosrv.wvnet.edu
Burgess	Marshall	WV Department of Environmental Protection	mburgess@dot.state.wv.us
Chen	Xiannian	West Virginia University	xchen4@mix.wvu.edu
Clapham	Sarah	WV Department of Environmental Protection	sclapham@wvdep.org
Craig	Cindy	NOAA/NOS/National Geodetic Survey	Cindy.Craig@noaa.gov
Dailey	Pete	Marshall University	daileypj@mac.com
Dawson	Amy	West Virginia University	nishkoshe@yahoo.com
Dean	Darrell R.	West Virginia University	drdean@mail.wvu.edu
Demian	Catalin	West Virginia Conservation Agency	catadem@yahoo.com
Denning	Bradford	City of Hurricane	bdenning@hurricanewv.com
Donaldson	Kurt	West Virginia University	kdonalds@wvu.edu
Dougherty	Michael	WV Division of Natural Resources	michaeldougherty@wvnr.gov
Doyle	David	National Geodetic Survey	dave.doyle@noaa.gov
Dunn	Jeff	West Virginia University	jdunn2@mix.wvu.edu
ELKHANSA	HUSSEIN	WV Department of Transportation	helkhansa@dot.state.wv.us
Ervin	Connie	Preston County Assessors Office	crevin@assessor.state.wv.us
Eurice	Chris	Berkeley County Planning Commission	ceurice@berkeleycounty.com
Evans	Larry	WV Department of Environmental Protection	levans@wvdep.org
Ferry	Scott	BCKP Regional Intergovernmental Council	scottferry@wvregion3.org
Fix	Dan		
Funk	Terri	Preston County Assessors Office	tlfunk@assessor.state.wv.us
Given	Shalon	Charleston Sanitary Board	sgiven@csbwv.com
Gormont	Jessica	West Virginia University	gorjessina17@gmail.com
Green	John L.	WVSPS	jgreen164@msn.com
Hopkins	Eric	West Virginia University	ehopkins@wvu.edu
Koontz	Tami	WV State Historic Preservation Office	tami.koontz@wvculture.org
LaFone	Frank	West Virginia University	frank.lafone@mail.wvu.edu
Lawson	Rick	ESRI	rlawson@esri.com
Litteral	Sean	WV Department of Transportation	slitteral@dot.state.wv.us
Long	Travis	WV Department of Transportation	tlong@dot.state.wv.us
MacLennan	Barbara	West Virginia University	barbmaclennan@gmail.com
Meadows	Eric	Thrasher Engineering	emeadows@thrashereng.com
Moore	Susan	Anderson & Associates, Inc.	mooresu@andassoc.com
Mullenax	Matthew	Berkeley County Planning Department	mmullenax@berkeleycountycomm.org

LastName	First Name	Organization	email
Paybins	Katherine	U.S. Geological Survey	kpaybins@usgs.gov
Pizzino	Mike	Harrison County Assessors Office	mpizzino@state.wv.us
Rayburn	James T.	E. L. Robinson Engineering Co.	trayburn@elrobin.com
Rayburn	Joshua T.	E. L. Robinson Engineering Co.	jrayburn@elrobinson.com
Riegner	Amy K.	West Virginia University	ariegne1@mix.wvu.edu
Robinson	Marshall	Allegheny Surveys, Inc	marshall@alleghenysurveys.com
Savage	April	Farm Service Agency, USDA	april.savage@wv.usda.gov
Selfridge	Jennifer	CTL Engineering of WV, Inc	jselfridge@ctleng.com
Shaffer	Robert	Wood County Assessors Office	robshaffer@woodcountywv.com
Shahan	Douglas	Preston County Assessors Office	deshahan@assessor.state.wv.us
Shank	Michael	WV Department of Environmental Protection	mshank@wvdep.org
Skidmore	Greg	Harrison County 911	gskidmore@harrco911.org
Starcher	Jennings	WV Department of Health and Human Resources	jstarcher@hcawv.org
Stephens	Jeffrey	GeoSAM	jls@jlstephens.com
Taylor	William S.	Cabell-Huntington Health Department	shanetaylor@wvdhhr.org
Valentine	Steve	Wood County Assessors Office	svalentine@woodcountywv.com
Witte	James R.	Glenville State College	James.Witte@Glenville.edu
Wolfe	James	CEGAS, Marshall University	jawolfe@marshall.edu
Yalniz	Brandie	WV Department of Transportation	bsyalniz@yahoo.com

APPROVAL OF MINUTES:

Kurt Donaldson

 President: Kurt Donaldson
 WV Association of Geospatial Professionals

11 September 2007

Date of Approval