

Approved

Minutes of the Pulaski Area Geographic Information System Board of Directors Meeting

Meeting: Thursday, February 15, 2007

PAgis Offices

221 E. Capitol Avenue, 4th Floor Conference Room

11:30 am

Attendees: Jos Bell, PAgis Manager
Julie Kent, PAgis Administrative Assistant
Walter Malone, Vice-Chair
Marc Wilkins, Treasurer
Reggie Corbitt, Chair
Thad Luther, CAW
Steve Caver, Pyramid Data Midsouth, Inc.
John Burton for Sherman Smith, Member
Bob Sisson, Member
Mike Cobb, Cobb & Suskie, LTD
Glenn Rainey, Pulaski County Assessor Office Representative

Members Absent: NONE

Issue: Approval of December 21 2006 Minutes

Reggie asked if everyone had a chance to review the "correct" version of the minutes that were emailed by Julie since the wrong ones were included in the agenda packet. **Bob Sisson made a motion to approve the December 21, 2006 minutes. Marc Wilkins seconded the motion. Motion was passed unanimously.**

Issue: Approval of December 2006 & January 2007 Financial Reports

Marc Wilkins stated that he has reviewed both the December 2006 and January 2007 Financial reports and found nothing to raise any questions. **Marc Wilkins then made a motion to accept and approve both the December 2006 & January 2007 Financials as submitted. Bob Sisson seconded the motion. Motion was then passed unanimously.**

Issue: NLR Monuments and Base Station

Jos noted this topic is mostly informative. This refers to monuments on the North side of the river. Jos stated in the original planimetric update they only concentrated on the South side of the river. Now there is a need for monuments North of the river. The City of NLR and NLRWWU have entered into an agreement with an engineering firm to begin placing those monuments. Pulaski County is also doing some surveying work. Eventually, they hope to tie in to help with and resolve the current levee certification issues.

Jos then talked about the Base Stations and noted that the one at UALR is aged. There is also a Base Station at Clearwater that is now aged also. Now that things are picking up, there is more of a need for spatial accuracy. Steve Gertsch has been researching this and has found that for about \$20,000.00 we can bring the Base Stations up to speed and place one in NLR. John Burton has also been looking into this. John noted there are a few issues he is still looking into. When asked who would be allowed access, it was noted that during the AAC meeting yesterday they felt it should be accessible to the public. Pulaski County has agreed to and are willing to pay their portion of the cost. In doing this we can possibly have survey grade which is better than map grade. Jos then noted as a whole this would also provide a huge benefit in the future to meet requirements. Reggie agreed there is a need for more accurate information. John then talked briefly about the NGS and their upcoming 200 year anniversary. They are willing to assist with placing some of the monuments. The DOD will be providing a satellite to assist with those placements. John will continue to research this.

Jos then noted that PAgis' portion would come out of the software account.

Thad then asked if there are two {2} pieces to the Base Station or just repair and installation. Jos replied he would like to abandon the current ones, trade-in the equipment and place 2 new ones.

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He is looking for an end result to have one each North and South of the river. It was noted that UALR has a Base Station that is failing as well and we may need to help them as there is a need for them to keep theirs. According to John, they can post process only. Jos then noted he just wants to make the Board aware of the requirements needed to address this issue. There was then a discussion.

Issue: Application development and assistance to PAgis agencies

Jos stated that the City of LR had approached him and asked him to submit a grant request to try and receive one of ten {10} grants from ESRI in the amount of \$50,000.00. Jos completed the task and though they were not awarded one of the 10 grants, they are eligible to receive one of 3 grant option awards:

- A copy of ArcPad software
- Get a discount on any ESRI software product, or
- Reduced fee on purchase of ArcPad and application and a Magellan unit

Jos recommends option #3 as this would give access to the PAgis member agencies a copy of the software and GPS unit to utilize. This is a \$3,850.00 value for \$1,995.00. Jos then asked for approval and to utilize option #3. **Bob Sisson made a motion to approve the request. Walter Malone seconded the motion.** Walter then asked if PAgis would be the only ones to use them. Jos replied anyone within the PAgis member agencies would have access to the products. **Motion was then passed unanimously.**

Issue: EARTHDATA, INT. 4' Contour Status

Jos stated that PAgis has the 4' contours and are currently reviewing them. Hal Edwards will be writing a QC program for it as well. Once this is completed, PAgis will begin loading the data on portable drivers for delivery to the member agencies.

Issue: Annual ESRI User Conference in San Diego

Jos encouraged the Board members to attend this event if at all possible. PAgis has 4 complimentary registrations as well as some of the member agencies have complimentary registrations as well. The only cost would be hotel and airfare. Though it is geared to the "users", they also have presentations for Managers as well as special functions. Hal Edwards and Tony Vestal will be attending from the PAgis office. This is a very popular conference with over 12,000 in attendance. Walter agreed and strongly recommended attending if at all possible. The conference will be held from June 18-22.

Issue: PAgis Staff Update

Jos formally announced that after posting and going through the vigorous process of interviewing and testing that Chris Owen has been promoted to Technical Manager and Tony Vestal has been promoted to GIS Analyst.

There are now three {3} positions to fill within PAgis, tow {2} GIS Technicians and one {1} Field Data Collector/GIS Operator. These positions were advertised in the newspaper for two {2} weekends. We had 12-13 applicants, 9 of which are qualified to be interviewed. The interviews will begin next week.

Issue: APERS Update

Jos stated after three {3} years, the IRS has now decided that they no longer will be providing Private Letter Rulings. They are supposed to reimburse our fees paid to them, for which PAgis is still waiting. Jos then reminded the Board that CALS is still the administrator for the PAgis pension.

Thad Luther then talked about his research and noted the attorney has drafted and sent a letter to APERS again asking for PAgis to be allowed to join. He is currently awaiting their response. There was then a discussion.

Open Forum

Jos noted that Glenn Raney is here today from the County Assessor's Office who is now in charge of GIS mapping. Glenn then provided a brief update. The project is progressing very well and

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will have the pilot project here next week. The project is currently about two {2} weeks ahead of schedule. They have to do some work in the East side that was missing.

John Burton then noted that Pulaski County is willing to set the first order vertical monuments and would like the first one placed with Jos' name. Everyone was in agreement with this idea.

No further items were brought to the table for discussion at this time.

Meeting adjourned at 12:25pm.

The next Board meeting will be held Thursday, April 19, 2007 at the PAgis offices.