

Approved

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

Meeting: Thursday, August 27, 2009

PAGis Offices

221 E. Capitol Avenue, 4th Floor Conference Room

11:30 am

Attendees: Walter Malone, PAGis Board Acting-Chair
Marc Wilkins for Gary Mills, PAGis Board Treasurer
Thad Luther, PAGis Board Member
Bob Sisson, PAGis Board Member
Chip McCulley, PAGis Board Member
Vince Guillet, PAGis Manager
Julie Kent, PAGis Administrative Assistant
Mike Cobb, Cobb & Suskie, LTD
Steve Caver, Pyramid Data MidSouth, Inc.

Absent: Reggie Corbitt, PAGis Board Chair
Sherman Smith, PAGis Board Member

Issue: Approval of June 25, 2009 Minutes

Marc Wilkins asked if he really said he wanted to see another ISIS presentation. After a brief discussion it was decided he had said that “he would like for Vince to look into this further and to provide a report to the Board at the next meeting.” Marc then inquired about the status of the Cities of Sherwood and Maumelle possibly becoming members of PAGis. Vince responded he has not heard back from them yet and wanted to wait a few more weeks since it is budget time for most agencies. **Bob Sisson then made a motion to approve the June 25, 2009 minutes as amended. Marc Wilkins seconded the motion. Motion was passed unanimously.**

Issue: Approval of June 2009 and July 2009 Financial Reports

Marc Wilkins has reviewed both the June and July 2009 financial reports and found everything to be in order. **Marc Wilkins then made a motion to approve both the June 2009 and July 2009 Financial Reports as submitted. Bob Sisson seconded the motion. Motion was then passes unanimously.**

Issue: Assessor Parcel/Mapping Project Status

Vince provided a brief update on the progress of this ongoing project. PAGis has seen quite a bit of maintenance going on and the agencies are seeing a lot of new data. They are still comparing their addresses with PAGis’ data and reconciling those. They have lost a couple of staff members, thus the process has slowed down. PAGis might need to do some follow-up training with the remaining staff since the ones that were trained are mostly the ones that have left. Once that is done, PAGis will continue to monitor and assist as needed.

Issue: 2009 Aerial Imagery Acquisition

Vince stated this project is pretty much completed. PAGis has delivered the data to its member agencies on a portable hard drive during their TAC meeting. PAGis staff continues to look at any and all changes to ensure the corrections are done. Also, he noted the USGS has paid for their portion of this project.

Issue: GIS Day

Vince talked about the current planning phase for this upcoming event to be held at the Verizon Arena in North Little Rock on Wednesday, November 18th. There will be some

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things that will be done a little different this year. One of which is we will have levels of participation. The Platinum level will be PAgis and its member agencies since they are the ones absorbing most of the expenses. The Gold level will be for monetary sponsorships for the lunch. The Silver level will be for those that provide door prizes with a value of at least \$250.00, while the Bronze level will be for those that will be just participating. So far, PAgis has 4 sponsors that have paid and could possibly have 2 more within the next week. We have also settled on a theme this year, "Developing Central Arkansas Using GIS" and using an economic slant on it to show existing projects and how they use PAgis data. Vince has contacted the Connecting Arkansas program staff to see if they can do a presentation on how they will be helping the people in the rural areas finally connect to the internet. He has also contacted MetroPlan and they have several projects they can talk about where they have used GIS to promote development. It was noted that there is still not much interest by PAgis agencies to do presentations on their projects again this year. This year we only have the City of Little Rock and CAW doing presentations. One of the main reasons PAgis does this event is to allow the PAgis members agencies a forum to show they public how they utilize GIS on a daily basis. Julie noted that the E.A.S.T. Labs aren't responding much either. Chip suggested getting a hold of North Pulaski High School about their Bayou Meto Canoe Trail project and noted they have partnered with the Arkansas Game & Fish Commission. Julie has tried numerous times via letters and phone calls and has not gotten a response yet about this specific project. Chip offered to try.

Issue: Reverse Call-Out System Update

Vince provided a brief refresher on this internet based system that was demonstrated at a previous meeting. Currently CAW and LR Wastewater Utility are interested in this service and would like to see if any other agencies may be interested and hopefully share in the cost. After a brief discussion it was decided that not all member agencies would benefit and really doesn't fall under the PAgis umbrella. Chip noted the City of Jacksonville is very interested in this and likes the Code Red program since it includes weather alerts. Vince then noted at the last AAC meeting, several committee members felt this is something that is not a fit under the PAgis umbrella as well. Thad then suggested maybe checking with some other agencies that could benefit to partner with that have the same interest levels in order to share the cost. Walter then noted the Fire Department is very interested, but also noted that he does not feel this really falls under the PAgis umbrella either. Though he also mentioned when he discusses this and notes the cost benefit when they partner with other agencies it does seem to catch their attention. Vince then stated that if it pleases the Board, he would like to lead the effort to meet with others outside of PAgis to find some partners, but not to pursue the project within as a PAgis lead project.

Issue: 2010 Draft Financial Plan Review

Vince hopes everyone has had an opportunity to review the draft. The Operating Dues again remain flat with no increase as well as the Software Maintenance line. Under the Operations and Maintenance portion he noted a \$12,000.00 decrease in the training/travel/membership line since PAgis will not need any special training from ESRI. Some of the PAgis staff members have been able to take some classes out at Camp Robinson, thus there is not need for a special class at this time. He then talked briefly about the place holder for salary increases. He noted that PAgis had received a letter from APERS stating that beginning July 1, 2010 the employer portion of the pension will be raised from the current 11% to 12.46% and that will be covered in the budget. There was then a discussion about salaries where it was decided to discuss further at the December 2009 Board meeting once the member agencies have a chance to approve their budgets. It was also suggested by Vince that he would like to poll everyone once they know if and how much their agency raises would be and then he can determine the average and

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possibly offer that as the raise percentage amount. Walter would like for Vince to look regionally into whether or not it is really necessary to increase the pay scale ranges each year along with the staff raises and to check to ensure they are comparable. Not all agencies adjust their pay scales annually and don't feel that it is necessary to increase the ranges every year.

Vince then reviewed a Capital Project for 2010 that will be funded with existing carryover funds on the contingency line. PAgis needs to replace the database server and upgrade the software to SQL Server 2008. After a brief discussion it was decided to review the budget again during the October 2009 meeting and possibly adopting it in December 2009.

Open Forum

No items were brought to the table at this time.

Meeting adjourned at 12:30pm.

The next Board meeting will be held Thursday, October 22, 2009 at the PAgis offices.