



San Diego Geographic Information Source

Management Committee Meeting Minutes

This notice is given in accordance with the provisions of California Government Code section 54956.

Date: Thursday August 13, 2009
Time: 10:30 am
Place: SanGIS
5469 Kearny Villa Road, Suite 102
San Diego, CA 92123

Meeting called to Order: 10:35 am
Meeting Adjourned: 11:50 am

Management Committee Members Present:

- Phyllis Chapin, City of San Diego Representative
- Ross Martin, County of San Diego Representative

Others Present:

- Brad Lind, SDDPC Program Manager for SanGIS

MEETING MINUTES

1. SanGIS Technical Advisory Board (STAB) Meeting

The Committee met as part of the regular bi-monthly STAB meeting. The Committee participated in the discussion and voting as members of the STAB. No decisions regarding SanGIS operations or administration were made outside of those items considered by the STAB. See the STAB meeting minutes for details on meeting discussion and votes.

2. Public Comment

No public comments were received

3. Other Items

- No other items were brought to the Committee for discussion or action.

Minutes prepared by: Brad Lind, SanGIS Program Manager

August 18, 2009

These minutes are approved by: Signature

Date:

Ross Martin
SanGIS Management Committee

Ross Martin SanGIS MC

8/25/2009

Phyllis Chapin
SanGIS Management Committee

Phyllis Chapin SANGIS MC 8/25/2009



Technical Advisory Board (STAB) Meeting Minutes

Meeting Date: August 13, 2010

Start Time: 10:35 am

End Time: 12:00 pm

Location: SanGIS Conference Room
5469 Kearny Villa Road, Suite 102
San Diego, CA 92123

Attending:

Category	Present	Absent
Voting Members	Jason Batchelor Ross Martin Tony Pocina Phyllis Chapin Laura Brenner Roy Pickering	Mike Klein Scott Daeschner
Ex Officio Members	Brad Lind Steve Hossack	
Invited Guests/Visitors	Frank Jessie Eric Culp Paul Hardwick	

Topics:

1. Approve Minutes from Previous Meeting

Meeting minutes from the January 8, April 9, and June 11, 2009 were reviewed by the STAB.

Paul Hardwick asked for clarification on the June 11 minutes, item 7 referring to "...his segment class needs to be restricted to the Sheriff, SD Fire, and county Fire Authority only...". Brad explained that the intention was that the segment class could only be authorized for edit use by these agencies but that it would be available to all public viewers as part of the road layer. The intention was not to restrict others from viewing these roads, only to who could designate a road belonging to this class.

Motions were made and seconded to approve the minutes of each meeting. A vote was taken and the minutes were approved as is by voice vote.

2. SanGIS Error Reporting Procedures – Vote Requested

Brad clarified that a vote was not needed on this item – only that STAB feedback was requested and encouraged. Some comments have already been received and incorporated. Other comments, primarily from San Diego Fire, needed clarification.

STAB would like the language for road edits/updates changed to indicate “authorized persons” to direct SanGIS to make changes. This would allow individuals at the City and County to get authorization from owning jurisdictions to direct changes in the road layer.

Laura Brenner of San Diego Fire noted that they will direct changes for segment class, fire drivability, and speed inside the City of San Diego. It was noted that the “speed” attribute is not for posted speed but for fire speed. SD Fire can also request changes to address block ranges but they are not the exclusive editor of this attribute.

Brad will incorporate these changes and comments into a new version of the document and distribute to STAB for final comment.

3. 2009-2010 STAB Chair and Vice Chair – Vote Requested

The Chair and Vice Chair positions and nominations were discussed. Motions were made and seconded to nominate Scott Daeschner for the Chair position and Ross Martin for the Vice Chair. Voice votes were taken on each position and the two nominees were elected to the respective positions. The elected members will hold these positions through the FY2010 fiscal year (to July 1, 2010)

Jason Batchelor will notify the newly elected Chairperson. Brad Lind will update the SanGIS roster accordingly.

4. SanGIS Service Level Agreement (SLA) Update

Phyllis Chapin reported that the City has just finished their review of the draft version of this document and that it will be available to send to STAB this week. Phyllis reminded the STAB that the document is intended to be a living document that is reviewed and updated annually.

Brad noted that the document is now called the SanGIS Service Level Policy (SLP). Brad will send the revised document to STAB members within the week for review and comment.

5. SanDAG Memorandum of Understanding (MOU)

Phyllis reported that the final edits on this document were received from the City Attorney’s office the previous day (August 12). She reported that there would be a joint meeting of the City Attorney’s office and SanGIS (County) Council to resolve any outstanding legal differences on August 18.

Ross and Phyllis reported that there are no significant changes in concept from the last document presented at STAB but there is a significant amount of legal language that has been changed. The Management Committee reiterated that the MOU purpose is primarily to formalize sharing data between SanGIS and SanDAG and that the agreement calls for an evaluation of the arrangement after one year to review how the public is best served. SanGIS services to JPA members are not affected by the MOU.

6. Public Safety Road Type Update

Brad reported on the status of providing a special road segment class for use by Public Safety (dispatch) agencies to designate undocumented roads that are, in fact, in use in the field and can be driven for emergency response. Brad noted that the new class was being referred to as “undocumented roads” instead of “public safety roads” to better indicate the intent.

Laura stated that SD Fire and other agencies would like two classes added – named and un-named undocumented roads. SanGIS reported that there were difficulties in implementing this plan but that they would meet with SD Fire and County Sheriff to discuss how this request could be accommodated.

A meeting is scheduled with SD Fire and County Sheriff on Monday, August 24 to work out details of how to implement these changes to best meet the Public Safety needs.

7. Announcements and Other Items

Paul Hardwick asked if SanGIS would be interested in the State Highway Rest Stops. The STAB agreed this would be good data to have and Paul promised to send it to Peg Godden at SanGIS to include in the data warehouse.

There was a general discussion on trails data initiated by Laura Brenner. Roy Pickering stated that County Parks takes care of this layer but that it doesn't include any drivability attributes. Jason suggested that the County Farm & Home Advisor program may have more information on drivable trails and that Jan Gonzales would be the contact at F&HA. Jason also recommended looking at the NFIC web site at www.nfic.org.

Jason reported to the STAB that the Outlook voting option does not appear to work for electronic voting on STAB issues (between meetings) but that the free Survey Monkey service could be used provided it is allowed by City and County policies.

8. Next STAB Meeting will be October 8, 2009 at 10:30 am at the SanGIS office.