



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: Tuesday September 8, 2009
Time: 9:30 am
Place: SanGIS
5469 Kearny Villa Road, Suite 102
San Diego, CA 92123

Meeting called to Order: 1:30 pm
Meeting Adjourned: 2:50 pm

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. Approve Previous Meetings' Minutes

Minutes from the September 1, 2009 Management Committee meeting were reviewed and approved

2. Public Comment

No public comments were received

3. Staff Reports Review

- The Committee reviewed the Landbase Maintenance and Error report and the Labor Categories report for the week ending September 6, 2009.
- The Committee noted that the Administration category seemed high. Brad was directed to look into the reason there were such high amounts in this category and to correct time recording if required. Brad will also talk to all staff about proper time recording at the next staff meeting.

4. Review Financial Issues

- No invoices were presented for payment approval at this meeting.

- Ross reported that the GL017 report now matches with the SanGIS budget. The report still does not show all revenues received. Some County departments and the City have not yet remitted their payments for the first invoice this fiscal year.

5. SanGIS Administration, Business, and Operational Items

- Ross raised the question of whether SanGIS could go back and look at easements that have not been entered into the SanGIS Data Warehouse. The Committee discussed the matter and consensus was that SanGIS might look at entering easements that benefit the public but probably not at easements that are strictly between private parties. Ross feels there are 10 to 20 easement types that we should have in SanGIS (e.g. slopes, parks, open space, public sewer, etc.). Brad will add this to the list of initiatives for future consideration when staff has available time.
- The Committee discussed major layers and layer updates needed in the SanGIS Data Warehouse. These include FEMA (not yet ready), tsunami inundation areas, building footprints (if they exist), geological hazards, mean high tide line. The Committee directed Brad to include this in the next Source newsletter to let people know that we are looking for updated data, as well as request other data to include.
- Ross reported on the meeting on Tuesday with SanGIS, County Sheriff, and the DA's office. The meeting was a discussion on how to improve SanGIS Data Warehouse data (primarily roads) for use by the Sheriff and DA offices and how to get better results when geocoding addresses. The Sheriff and DA offices asked SanGIS to look at providing a better geocoding service that would benefit both the City and the County departments. The Committee indicated that they are not opposed to this idea but that they need to see an estimate for building such a service. Brad will work with SDDPC staff to get a budget estimate for this work.

6. Discuss SanGIS Board Action Items Assigned to Management Committee

- Phyllis is still working on completing the letter of transmittal for the SanDAG Memorandum of Agreement and hopes to have it completed by the Board meeting on Thursday.
- The Committee approved the Board package for Thursday's meeting and directed Brad to distribute it today to all regular attendees.

7. Other Items

- Brad reminded the Committee that there would be no Management Committee meeting on Tuesday, September 22, 2009 as both Brad and Phyllis will not be available.

Minutes prepared by: Brad Lind, SanGIS Program Manager September 14, 2009

These minutes are approved by: Signature Date:

Ross Martin
SanGIS Management Committee



9/15/2009

Phyllis Chapin
SanGIS Management Committee



9/15/2009