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# San Diego Geographic Information Source

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## Management Committee Meeting Minutes

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

**Date:** Tuesday August 10, 2010

**Time:** 9:30 am

**Place:** SanGIS  
5201 Ruffin Road, Suite E  
San Diego, CA 92123

**Meeting called to Order:** 9:40 am

**Meeting Adjourned:** 9:55 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

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**MEETING MINUTES**

**1. Approve Previous Meetings' Minutes**

Minutes from the August 3, 2010 Management Committee meeting were reviewed and approved

**2. Public Comment**

No public comments were received

**3. Staff Reports Review**

- The Committee reviewed the Landbase Error and Maintenance report for the week ending August 8, 2010. The Committee requested that the Program Manager take steps to see that the backlog on this report is significantly reduced in the coming weeks.
- The Labor Categories report was not available for review at the time of the meeting.

**4. Review Financial Issues**

- The Committee reviewed and approved for payment four invoices presented by the Program Manager.

- Management Committee members reported on the status of respective City or County payments to SanGIS. This is the first payment of the fiscal year and due in July. Some County departments have made their payments. The City has not yet finished processing the payment.
- Phyllis reported that the City still has not closed the books on FY2010 so the final invoice to SanGIS for City labor costs is not yet available.

**5. SanGIS Administration, Business, and Operational Items**

- Brad reported that the firewall replacement scheduled on August 6, 2010 was unsuccessful and the change had to be reversed. There is not yet a known reason for the failure. Technical staff and management are analyzing the problem and will re-schedule the replacement for a later date.

**6. Discuss SanGIS Board Action Items Assigned to Management Committee**

- The Committee discussed the action item from the last Board meeting to report on the status of the twelve short term action items from the April 8, 2008. This report is to be to Board members via email. The Committee requested that Brad draft a response for their review and comment.
- The Committee agreed that Ross Martin would attend the SANDAG Executive Board meeting on September 10, 2010 at SANDAG offices. The SANDAG Executive Board will discuss the proposed SANDAG-SanGIS Memorandum of Understanding at this meeting.

**7. Other Items**

- No other non-agenda items were brought to or by the Committee for discussion.

Minutes prepared by: Brad Lind, SanGIS Program Manager August 11, 2010

These minutes are approved by: Signature Date:

Ross Martin  
SanGIS Management Committee Ross Paul Martin 8/17/2010

Phyllis Chapin  
SanGIS Management Committee Phyllis H. Chapin 8/17/2010