

**GIS Policy Committee  
Meeting Notes  
November 17, 2011  
Auditor's Conference Room**

In attendance:

|                                  |  |
|----------------------------------|--|
| Romain Walker, Recorder          | Tom Yeager, Water Resources                    |
| Phil Brown, Auditor              | Craig Risner, Engineer                         |
| Chuck Tilbury, Auditor           | Brian Dunkle, OTCS                             |
| Kelly Perry, Clermont County GIS | Richard Kotapish, Geo-centric Consulting, Inc. |

Geo-Centric Update Mr. Kotapish was available to answer any questions that the Committee might have regarding the reports prepared by him. Kelly asked for clarification of the recommendation for the “integration of permits, etc.” asking if the Committee was correct in thinking that this was referencing the need to improve the overall integration of information from various databases, including Water Resources Customer information database, the Building Department’s Permits database, etc. Mr. Kotapish stated that he really meant that the County should standardize to a single front-end software platform for managing these things, such as Munis. Chuck then stated that they have requested a price quote for the Permitting module of Munis and that a demonstration of this module would be forthcoming.

Mr. Kotapish provided bound copies of all of the reports produced for this contract as well as electronic copies on cd. He then thanked the Committee for inviting him to evaluate our GIS, saying that it was a pleasure getting to know us and that we should be proud of our accomplished GIS. He stated that he would be available if we need any assistance in the future in implementing any of his recommendations.

Aerial Photography – Cindy reported that Pictometry had flown about 1/3 of the county on November 5<sup>th</sup> and that weather conditions have prevented the remaining flights, but they are on schedule for completing the contract.

Tom asked if the Auditor’s office had obtained a price quote for the future purchase of Lidar from Pictometry. Cindy stated that no decision had been made yet and that Pictometry would not be available to fly for Lidar until at least March. Chuck stated that their primary goal was to get the aerial photography first and to then worry about Lidar. Everyone agreed that the photography was of primary concern and that the purpose of getting a quote for Lidar was for future reference. Tom clarified that he does not believe that Lidar is necessary with each round of aerial photography and the group agreed. Chuck stated that they had obtained a price quote of about \$40,000, which was very comparable to the OSIP pricing.

Training Kelly distributed the second draft of a proposed GIS Training Plan for County employees. The first draft had outlined various categories of GIS use in day to day work. This second draft included a table with a progressive list of specific GIS skills that employees could pursue in order to further their GIS abilities, as well as a section containing resources for pursuing training. Kelly stated that additional resources need to be added to the list and recognized the fact that the list of skills was heavily weighted toward ESRI software. This is due to the fact that our GIS is based on ESRI software, therefore that is the skill path employees should pursue. The

Committee reviewed the various skills with minor revisions suggested. Discussion then turned to the sources of training and how this plan would be implemented. Tom reiterated that he would prefer in-house training as much as possible as he believes that we have the expertise here in the county and that it would be a tremendous cost savings to the county if the GIS professionals employed by the county could provide the training for at least the basic skills listed. Kelly added that OKI has already scheduled Python training for January at a tremendous cost savings and that they are pursuing providing basic ArcGIS training in the near future.

Discussion then progressed to the development and implementation of a comprehensive training path for all county tools available, not just GIS. It was decided that starting off with a basic demonstration type training would at least get us started and that we should develop a schedule of trainings for 2012. Chuck then offered for the Auditor's staff to kick-off a training schedule by scheduling and providing a workshop during the first quarter of 2012. The first workshop topic will be the use of the Auditor's web tools.

Next meeting dates Kelly stated that the next meeting is December 15<sup>th</sup>.