



GIS Policy Committee

MINUTES – APPROVED AS DISTRIBUTED ON JANUARY 6, 2017

DATE: Friday, October 21, 2016
TIME: 11:00 am
PLACE: Jennifer K. Putman Meeting Room
Brookens Administrative Center
1776 E. Washington St.
Urbana, Illinois

Consortium Member Agencies	Present	Absent
Champaign		Mark Toalson (Vice Chair)
Urbana	Sanford Hess (Chair)	
Rantoul	Pete Passarelli	
Champaign County	Tami Ogden (Alternate)	
UIUC	Jim Sims	
Mahomet	Ken Buchanan (Alternate)	
Savoy		Levi Kopmann

Others: None
CCGIS Staff: Leanne Brehob-Riley (Director), Tammy Asplund (Recording Secretary)

MINUTES

I. Call to Order

Mr. Hess as Chair called the meeting to order at 11:03 a.m.

II. Roll Call

Roll call was taken by written record and a quorum was declared present.

III. Approval of Agenda

As Chair, Mr. Hess approved the agenda as distributed. Upon vote, the agenda was approved unanimously.

IV. Approval of Minutes

A. July 15, 2016 Regular Meeting

As Chair, Mr. Hess approved the minutes of the July 15, 2016 regular meeting as distributed.

V. Financial Statements

A. FY2016 – 1/1/16 through 9/30/16

Ms. Riley reported that all membership contributions have been paid in full; and will be reflected in October's financial statement. Ms. Riley noted that funds received from the Village of Mahomet were mistakenly placed into the Village of Rantoul line item. This will be corrected in future financial statements.

VI. Business Items

A. Approval of the 2017 Meeting Schedule

Ms. Riley reported the 2017 meeting schedule is a continuation of previous schedules, which is the third Friday of each quarter (January, April, July and October). Meetings are scheduled to begin at 11:00 a.m.

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2 **MOTION** by Mr. Sims to approve the schedule; second by Ms. Ogden. Upon vote, the **MOTION CARRIED**
3 unaniously.
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5 *B. GIS Director's Report*
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7 • Server Upgrades

8 Ms. Riley reported the server upgrades are nearly complete; 3 of 4 servers are done. The last step in
9 the upgrade process is scheduled for Sunday.

10
11 • Orthophotography

12 2017 is an ortho-imagery acquisition year. An RFP was provided to the technical representative of
13 each agency for review. Ms. Riley expects the RFP will be distributed next week. She noted all survey
14 work related to ortho-acquisition will be completed by Parkland College students under the
15 supervision of Todd Horton at no cost to the member agencies.

16
17 • EMA

18 A mock tornado event was held on October 5, 2016. CCGISC staff developed a standard operating
19 procedure guide for tornado events, this guide provided much assistance during the mock event.
20 Future improvements include the development of an EMA ArcGIS Online apps that can be viewed by
21 decision makers as an event develops and the generation of a list GIS users that are able and willing
22 to provide their GIS expertise during and emergency event.

23
24 • Community Outreach

25 In an effort to obtain new contracts, Ms. Riley is working on a flyer to distribute to municipalities,
26 counties and, other private and public entities that may benefit from CCGISC services. It is hoped this
27 flyer will be complete in the first quarter of 2017.

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29 • Facilities Address Database

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31 Ms. Riley reported that CCGISC and UIUC Facilities and Services have been working together to
32 reconcile the UIUC facilities address database with the Champaign County Centralized Relational
33 Address Database (CC-RAD). With the exception of Willard Airport, the majority of differences have
34 been resolved. Efforts are underway to develop an acceptable airport addressing plan with UIUC and
35 Willard Airport staff.

36
37 • University Base Station

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39 Ms. Riley reminded the group that CCGISC and the University of Illinois participate in an agreement to
40 maintain the CORS base station located on the roof of the Florida Avenue Residence Hall. The
41 University purchases and maintains the equipment while CCGISC pays an annual stipend collected
42 from the four participating member agencies – City of Champaign, City of Urbana, Village of Savoy,
43 and Champaign County. The current agreement term ends in 2018. A meeting to discuss the
44 continuation of the agreement and review possible technology upgrade options is scheduled for
45 Tuesday, October 25, 2016.

46
47 • Distribution of CCGISC Data to the University of Illinois WebStore

48 CCGISC GIS data is now offered free of charge through the WebStore to UIUC students, faculty, and
49 staff with a valid NETID. CCGISC staff developed a script to copy the updated layers and forward
50 them to the WebStore every six months. In turn, the WebStore will provide a list of all users that
51 downloaded the data. UIUC departments that currently have data usage agreements with CCGISC
52 will be notified of the procedure change.
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VII. Adjournment

Mr. Hess adjourned the meeting at 11:26 a.m.