



GIS Policy Committee

4 **MINUTES – APPROVED AS DISTRIBUTED ON OCTOBER 20, 2017**

5 **DATE:** Thursday, August 10, 2017
 6 **TIME:** 8:30 am
 7 **PLACE:** Lyle Shield’s Meeting Room
 8 Brookens Administrative Center
 9 1776 E. Washington St.
 10 Urbana, Illinois

Consortium Member Agencies	Present	Absent
Champaign	Mark Toalson (Vice Chair)	
Urbana	Sanford Hess (Chair)	
Rantoul	Greg Hazel	
Champaign County	Rick Snider	
UIUC	Jim Sims	
Mahomet	Patrick Brown (alternate)	
Savoy	Levi Kopmann	

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

14 **MINUTES**

15 **I. Call to Order**

16 Mr. Hess as Chair called the meeting to order at 8:32 a.m.

17 **II. Roll Call**

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

19 **III. Approval of Agenda**

20 As Chair, Mr. Hess approved the agenda as distributed.

21 **IV. Approval of Minutes**

22 A. *April 21, 2017 Regular Meeting*

23 **MOTION** by Mr. Toalson to approve the April 21, 2017 minutes as distributed; second by Mr. Snider. Upon vote,
 24 the **MOTION CARRIED** unanimously.

25 **V. Financial Statements**

26 A. *FY2017– 1/1/17 through 7/31/17*

27 Ms. Riley noted membership invoices were mailed; the incoming revenue will be reflected in future financial
 28 statements.

29 Ms. Riley expects the final FY2016 external audit to be available by the October CCGISC Policy Committee
 30 meeting. The delay is due to the transition to a different auditing firm.

31 **MOTION** by Mr. Rhodes to put these reports on record; seconded by Mr. Toalson. Upon vote, the
 32 **MOTION CARRIED** unanimously.

1
2 **VI. Business Items**

3 *A. Presentation of the FY2018 Budget for Approval*

4 Ms. Riley reviewed the Capital and Technology Plan. Ms. Riley stated that Champaign County is
5 considering Microsoft Azure for cloud-based backup and recovery. She noted that because there is an
6 established relationship with Microsoft, utilizing Microsoft Azure for cloud-based services should result in
7 some cost savings in comparison to other vendors.
8

9 Ms. Riley noted that the Work Plan and Report projects a 3.5% membership increase for FY2019, primarily
10 due anticipated health care cost increases of 12%. Mr. Snider noted that the health care costs for fiscal
11 year 2018 should be lower than the anticipated 12%. He expects the number to be between 3% and 9%.
12 Ms. Riley stated that once the health care costs for FY2018 are finalized, she will recalculate the
13 projections.
14

15 Ms. Riley reviewed the Work Plan and Report. She commented that the Technical Representatives from
16 the member agencies met and agreed to the work and improvement tasks. Ms. Riley stated the proposed
17 2.5% membership increase proposed for FY2018 was anticipated in the FY2017 CCGISC Work Plan and
18 Report. Ms. Riley stressed the approximate \$5,000 reduction in non-personnel budget items over the last
19 two budget cycles, these reductions leave little room for additional cuts going forward. Mr. Toalson
20 inquired about the added budgetary line item for office space. Mr. Snider noted that all non-General Fund
21 County departments are charged for space.
22

23 **MOTION** by Mr. Snider to approve the CCGISC FY2018 budget including the Capital and Work plan as presented;
24 second by Mr. Hazel. Upon vote, the **MOTION CARRIED** unanimously.
25

26 *B. GIS Director's Report*

27
28 • 2017 Work Plan Status Report

29 Ms. Riley presented the Work Plan Status Report.
30

31 • Community Outreach

32 Ms. Riley mailed the promotional CCGISC postcards to a number of regional counties and
33 municipalities. Thus far, she has not received any service inquiries. Mr. Hess recommended an off-
34 line discussion of the marketing plan.
35

36 • Ortho Update

37 Ms. Riley stated the preliminary 2017 ortho-imagery was delivered and provided to all member
38 agencies for review. She expects the final delivery in early September.
39

40 • Sanitary Sewer

41 Ms. Riley plans to coordinate a meeting to review the Sanitary Sewer layers. UCSD and a number of
42 the entities serviced by UCSD plan to purchase a modeling software program called Innovyze. This
43 software necessitates regular updates of the Sanitary Sewer system, which requires increased
44 cooperation between the entities serviced by UCSD.
45

46 • 2020 Census

47 Ms. Riley stated Local Update of Census Address (LUCA) is an opportunity to review census address
48 information. To avoid duplication of work, she requested the entities notify her if they intend to
49 complete the project internally.
50

51 **VII. Adjournment**

52 Mr. Hess adjourned the meeting at 9:13 a.m.