



GIS Policy Committee

MINUTES – APPROVED AS AMENDED ON JANUARY 19, 2018

DATE: Friday, October 20, 2017
TIME: 11:00 am
PLACE: Jennifer K. Putman Meeting Room
 Brookens Administrative Center
 1776 E. Washington St.
 Urbana, Illinois

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

Others: Benjamin Beaupre (Public)
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.

IV. Approval of Minutes

A. August 10, 2017 Regular Meeting

MOTION by Mr. Hazel to approve the August 10, 2017 minutes as distributed; second by Mr. Snider. Upon vote, the **MOTION CARRIED** unanimously.

V. Financial Statements

A. FY2017– 1/1/17 through 9/30/17

Ms. Riley noted membership contributions have been collected. The County pays quarterly so, the 3rd and 4th quarter assessments will be forthcoming.

Mr. Hess stated that orthophotography is an expenditure that only happens once every three years.

According to Ms. Riley, the health care costs negotiated by Champaign County for FY2018 area significantly lower than expected. She will supply updated projections at the January meeting. Mr. Snider suggested incorporating a 6% increase in the projections for year two and three (FY19 & FY20).

1 **MOTION** by Mr. Snider to put these reports on record; seconded by Mr. Toalson. Upon vote, the
2 **MOTION CARRIED** unanimously.
3

4 **VI. Business Items**

5 A. *Approval of the FY2018 CCGISC Policy Committee Meeting Schedule*

6 The Policy Committee meetings are scheduled for the third Friday in January, April, July and October. Ms.
7 Riley reminded the Committee the Chair and Vice-Chair will change. Based on the rotation schedule, the
8 Chair will be from the City of Champaign, and the Vice-Chair from the County.
9

10 Mr. Hess requested a recurring meeting notice for the four dates. Ms. Riley agreed.

11
12 **MOTION** by Mr. Toalson to approve the FY2018 Policy Meeting Schedule as presented; second by Mr. Snider. Upon
13 vote, the **MOTION CARRIED** unanimously.
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15 B. *CCGIS/County Lease Agreement for Approval*

16 Ms. Riley reviewed the contract. There seems to be some confusion between Article 10 – Insurance and
17 Article 12 – Personal Property. According to Ms. Riley, the Consortium does not carry an insurance policy
18 that covers the personal property of an employee; nor does the County.
19

20 Mr. Toalson offered to have the City of Champaign’s legal counsel review the contract language. If necessary,
21 the Committee agreed to meet prior to December 31 to discuss and approve the contract.
22

23 Mr. Hess suggested the term of the lease be extended to five years.
24

25 Mr. Snider commented any substantive changes require re-approval from the County Board.
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28 C. *Change to Appendix F on the CCGISC Digital Data Policy for Approval*

29 Ms. Riley reviewed the changes. The proposed changes are intended to broaden the agreement to include
30 all data and usage provisions - not just derived products. Ms. Riley noted the State’s Attorney reviewed the
31 changes.
32
33

34 **MOTION** by Mr. Snider to approve the Change to Appendix F on the Digital Data Policy as presented; second by Mr.
35 Hazel. Upon vote, the **MOTION CARRIED** unanimously.
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37 D. *GIS Director’s Report*

- 38
- 39 • Orthophotography
40 CCGISC distributed the final delivery to the member agencies for review. Ms. Riley noted she did not
41 receive any feedback from the member agencies that require Kucera to adjust the delivery.
42
 - 43 • Drainage Districts
44 Ms. Riley announced a student volunteer from the U of I Geography department is helping the drainage
45 district mapping project. She noted this is a large, multi-year project and the assistance is welcome.
46
 - 47 • Sanitary Sewer
48 There is on upcoming Sanitary Sewer meeting on November 14, 2017; this meeting will overlap with
49 the UCSD Joint Sanitary Sewer Technical Meeting. Ms. Riley noted the necessity to distribute a system-
50 wide sanitary sewer network on a regular basis, due to the purchase of modeling software by UCSD,
51 the City of Champaign and the City of Urbana.
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- Genealogy
Ms. Riley commented the CCGISC is working closely with the Assessment Office to develop a web-based interface to distribute the County’s parcel genealogy. Ms. Riley expects this interface to be available to Consortium members early next year.
- Parcel Fabric
Ms. Riley noted a pilot township was imported into the Parcel fabric for testing and training purposes. She anticipates migration of the parcel base to the Parcel Fabric will occur in 2018 pending any unanticipated issues.
- Community Outreach
Ms. Riley stated she and Nicole Darby presented at the annual Township Highway Commissioner conference in August.
- Ransomware
The County experienced a Ransomware attack causing the GIS servers to be offline for approximately 2-days. Ms. Riley was pleased to report that the attached failed to encrypt any files of value.

VII. Adjournment

Mr. Hess adjourned the meeting at 11:57 a.m.