

DRAFT

SALT LAKE COUNTY GIS STEERING COMMITTEE MEETING MINUTES (UNAPPROVED*)

Thursday, November 21, 2024
10:00 am / N2-800 and WebEx

Committee Members / Voting Designee:

Reid Demman, Surveyor (*Chair and Voting Member*)
Megan Hillyard, Administrative Services (*Vice Chair and Voting Member*)
Lannie Chapman, Clerk (*Voting Member*)
Robin Chalhoub, Community Services (*Voting Member*)
Kade Moncur, Public Works (*Voting Proxy*)
Matthew Dumont, Sheriff (*Voting Proxy*)
Phil Conder, Treasurer (*Voting Proxy*)
Tyler Andrus, Assessor (*Voting Proxy*)
Richard Jaussi, Assessor (*Voting Proxy*)
Rashelle Hobbs, Recorder (*Voting Member*)

Non-Voting Member:

N/A

Absent / Excused:

Chris Stavros, Assessor (*Voting Member*)
Erin Litvack, Deputy Mayor of County Services (*Voting Member*)
Sim Gill, District Attorney (*Voting Member*)
Kelly Colopy, Human Services (*Voting Member*)
Scott Baird, Public Works (*Voting Member*)
Rosie Rivera, Sheriff (*Voting Member*)
Chris W. Harding, Auditor (*Voting Member*)
K. Wayne Cushing, Treasurer (*Voting Member*)
David Delquadro, County Council (*Non-Voting Member*)

Other Participants:

Isaac Higham, County Council
Erik Neemann, Surveyor
Bradley Park, Surveyor
Zachary Posner, Information Technology
Trevor Hebditch, Information Technology
Mark Miller, Information Technology
Andrew Dudley, Information Technology
Jon Thelen, Information Technology
Teddy Arnold, Information Technology
Brendan Duffy, Information Technology
Javaid Lal, Administrative Services
Teresa Curtis, Addressing
Bart LeCheminant, Addressing
Jarom Zenger, Assessor
Daniel Rollins, Clerk Elections
Ryan Lambert, District Attorney
Steve Arnold, Public Works Operations
Clint Benson, Real Estate
Robyn Haywood, Recorder

*This Unapproved draft is the first attempt at the minutes and is posted to meet Open Meetings Act requirements. The final version voted on will most likely evolve and be different from that posted here.

Items Discussed:

- ❖ **Welcome and Approval of July 18, 2024 Minutes.** Reid Demman, GIS Steering Committee Chair, welcomed all existing Committee members and others present to

the meeting, and called the meeting to order at approximately 10:00 am.
The minutes of the July 18, 2024 meeting were placed up for approval motion.

Motion: A motion was made by Megan Hillyard and seconded by Phil Conder to approve the July 18, 2024 meeting minutes. The minutes were unanimously approved as submitted by voting members, or their proxies present, as follows:

Reid Demman	Aye
Megan Hillyard	Aye
Lannie Chapman	Aye
Robin Chalhoub	Aye
Kade Moncur	Aye
Matthew Dumont	Aye
Phil Conder	Aye
Tyler Andrus	Aye
Richard Jaussi	Aye
Rashelle Hobbs	Aye

- ❖ **Citizen Public Input.** Reid asked if there were any comments from citizens.
There were none.
- ❖ **GIS STWG Updates.** Updates were provided by Erik Neemann from the Surveyor's Office on the following items:
 - **GIS Policy and Standards.**
 - **GIS Policy #1013:** Erik Neemann from the Surveyor's Office noted this updated policy is in effect as of October 1, 2024 following County Council approval. He brought up a slide covering the broad content changes and wording updates that were adopted into the updated policy and reviewed them briefly.
 - **Consider Formal Adoption of GIS Data Standards:** Erik Neemann from the Surveyor's Office displayed a slide covering the broad content changes and wording updates that were moved into the GIS Data Standards document as part of the policy reorganization. These changes were briefly reviewed and Erik noted that the section about data archiving from the old policy was added back into the GIS Data Standards following the Steering Committee's initial review of it in May.
 - **Review and Consider Adoption of Web-based GIS Standards:** Erik Neemann from the Surveyor's Office displayed an overview slide on what was covered in the sections of this document. This standard expands on the content from the old policy and provides an overview of the online platforms ArcGIS Online and Enterprise Portal. It also contains guidance on items and organization,

applications, branding, groups and sharing, user types, and ArcGIS Online credits. Erik noted that the GIS Steering Committee website will be updated to show the new policy and standards.

Motion: A motion to adopt the GIS Data Standards and Web-based GIS Standards as outlined in this meeting was made by Rashelle Hobbs and seconded by Megan Hillyard. The motion was unanimously carried by voting members, or their proxies present, as follows:

Reid Demman	Aye
Megan Hillyard	Aye
Lannie Chapman	Aye
Robin Chalhoub	Aye
Kade Moncur	Aye
Matthew Dumont	Aye
Phil Conder	Aye
Tyler Andrus	Aye
Richard Jaussi	Aye
Rashelle Hobbs	Aye

- ***ArcGIS Desktop Usage Survey Results; Dependency Tracking.***
Erik Neemann from the Surveyor's Office presented results of the survey conducted on this subject. He provided a review of ArcGIS Desktop/ArcMap usage trends and cataloged dependencies on ArcMap that agencies identified in the survey and will eventually need to migrate to ArcGIS Pro. There are some results they want to keep on top of and get more involvement with. More training would be helpful for users that expressed low comfort with ArcGIS Pro and perhaps more representation in the STWG, including Flood Control. Reid reached out to Kade Moncur during this meeting to let him know we need a representative from Flood Control on the STWG.
- ***GIS-Related Inputs to AI Policy Draft.*** Erik Neemann from the Surveyor's Office updated that STWG provided some input on this policy and the policy draft should be going before the Technology Advisory Board (TAB) next month.

Zachary Posner from Information Technology noted there has been a significant update on this policy very recently that will be discussed further in the TAB meeting. The Transparency and AI Attribution sections, as currently written, will be removed for the time being. The consideration is that every single attribution of AI or machine-learning tools may be too onerous, and the "human-in-the-loop" portion of the policy may cover or supersede the attribution. Reid asked about the upcoming privacy requirements from the State and if this played into it. Zachary Posner from Information Technology said there are parts of the State's policy that are more clear about keeping personally identifiable information out of public

AI models, but privacy considerations related to attribution are less clear. There will be a lot more to come in this area moving forward.

- ❖ **GIS Infrastructure Plan**. Zachary Posner and Mark Miller from Information Technology covered this item discussing a plan to modernize and improve GIS infrastructure. Because of the Esri Enterprise License Agreement (ELA), the County has the opportunity to manage the GIS that we are responsible for on the back end. We are looking at modernization of the infrastructure. There is a plan developed that has been vetted and shared with applicable groups. Information Technology wants to move forward with integrating new features and adapting new technologies in 2025. There should not be a big budgetary impact as this effort has been built into the system already. If there are budget ramifications later, we should know this for 2026. IT will primarily be building infrastructure in the first half of 2025 and then working with agencies on migration plans.

The exact plan has not yet been road mapped, according to Mark Miller of Information Technology. Communicating at the Agency level with this undertaking is crucial. Phil Conder wants to ensure the needs of the Treasurer's office that he has put into place in the GIS area continue.

Reid said it is important that the GIS Steering Committee vote to support this effort.

Motion: *A motion for a vote of support from the GIS Steering Committee to move forward with modernizing and improving the GIS Infrastructure was made by Rashelle Hobbs and seconded by Phil Conder. The motion was carried unanimously by voting members or their proxies present as follows:*

Reid Demman	Aye
Megan Hillyard	Aye
Lannie Chapman	Aye
Robin Chalhoub	Aye
Kade Moncur	Aye
Matthew Dumont	Aye
Phil Conder	Aye
Tyler Andrus	Aye
Richard Jaussi	Aye
Rashelle Hobbs	Aye

- ❖ **Data Governance Working Group Update:** Javaid Lal from Administrative Services provided an update on data privacy and security. He shared slides that listed what has been done to date and what still needs to be done. The County needs to have a County-wide policy on this subject, he stated. There is a short window for compliance to be in effect for

some of the policies. Megan Hillyard gave thanks to Javaid and his team for all their outstanding work in this area.

❖ **GIS Spotlight.**

Representative and District Lookup App. Lannie Chapman from the Clerk's Office wants to update this app now that the Election is over and to ensure this app gets pushed out to the County's Website. She requested Erik Neemann from the Surveyor's Office to help train the new employee they have hired to work in this area. Erik Neemann from the Surveyor's Office agreed to help train the new employee and he then displayed on screen how the app currently works. A lot of the information will change in the upcoming months due to the recent election results. It is good for users and the data behind the scenes will get updated once the information becomes available. The app is on the Clerk's Website under Representative and District Lookup at the following link:
<https://www.saltlakecounty.gov/clerk/elections/maps/#political>

Phil Conder asked if it would be beneficial to expand this app to include tax districts. It was mentioned that some of that data is readily available at the Assessor's website. Lannie Chapman feels it is a great idea to link tax district information from the Clerk's app to the Assessor's website.

- ❖ **Other Business and Updates.** Megan Hillyard presented a plaque and thanked Reid Demman for his exceptional service in establishing and chairing the GIS Steering committee since 2007. Reid said we have come a long way compared to where we were 20 years ago, and great strides have been made with more to come. He thanked everybody for their participation over the years. Everyone agreed that Reid will be sorely missed and wish him all the best.

- ❖ **Next Scheduled Meeting Date(s).** Unless notified otherwise, the next meeting is scheduled for January 16, 2025 at 10:00 am via WebEx and in Suite N2-800. A new GIS Steering Committee Chair will be elected at that time.

- ❖ **Adjournment.** The meeting was adjourned at approximately 11:00 am.