

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

Thursday, April 21, 2016
10:00 am Suite #N2-800

Committee Members / Voting Designee:

Sarah Brenna, Administrative Services (Chair and voting member)
Reid Demman, Surveyor (Vice Chair and voting member)
Sherrie Swensen, Clerk, (Voting Member)
Julie Dole, Recorder (Voting Proxy)
Cherylann Johnson, Auditor (Voting Proxy)
Carlton Christensen, Regional Development (Voting Member)
Karen Crompton, Human Services (Voting Member)

Committee Members / Non-Voting:

Dave Delquadro, County Council

Absent / Excused:

Wayne Cushing, Treasurer (Voting Member)
Scott Tingley, Auditor (Voting Member)
Erin Litvack, Community Services (Voting Member)
Gary Ott, Recorder (Voting Member)
Kevin Jacobs, Assessor (Voting Member)
Jim Winder, Sheriff (Voting Member)
Rick Graham, Township Services (Voting Member; soon to be on board)
Russ Wall, Public Works (Voting Member)
Sim Gill, District Attorney (Voting Member)

Others:

Beth Overhuls, Chief Information Officer
Trevor Hebditch, Information Technology
Bob Aholt, Information Services
Bill Jeter, Information Services
Dani Weigand, Information Technology
Dale Burtch, Information Technology
Emily LaMunyon, Surveyor
Phil Lanouette, Surveyor
Rich Richmond, Recorder
Casey Sledge, Recorder
Teresa Curtis, Addressing
Bart LeCheminant, Addressing
Jarom Zenger, Assessor
Michele Schmitt, Mayor Administration

Items Discussed:

- ❖ **Welcome and Approval of November 19, 2015 Minutes.** Sarah Brenna, GIS Steering Committee Chair, welcomed all existing and new committee members and others present, and called the meeting to order at approximately 10:04 am.

The minutes of the November 19, 2015 meeting were briefly reviewed. Reid Demman made the motion and Carlton Christensen seconded the motion to approve the minutes. The minutes were unanimously approved by Committee Members present.

- ❖ **GIS and Salt Lake County Business Needs Presentation.** Dani Weigand hosted a presentation on Geographic Information Services and Salt Lake County (SLCo) business needs.

Dani Weigand noted that this presentation will be sent out to Committee Members so they can review what she presented in detail.

She introduced her presentation by stating that at the start of the process of determining how GIS was being used in the County today, they first looked at the Addressing swim lanes. The proper way to analyze how GIS is being used is to look across the Divisions by the users themselves. Therefore, Addressing was looked at in the beginning.

It was noted that a project for cooling fans for the elderly was successfully implemented which focused on where the fans could be obtained across the County.

Reid Demman stated he felt the fans project was a great example of offices coming together, pooling people together that knew what to do, how to get it done, how best to market it, etc. Aging and Adult Services wanted to make this work, and it happened with a concrete plan that was executed very well where the end users received the information they needed accurately and quickly.

Dave Delquadro asked about including schools and other such arenas. Karen Crompton then asked who is responsible for the outreach to get the word out. Churches should be a part of this, she feels. Dani Weigand answered that is a great question and is being looked into in more detail. Reid Demman pointed out that ultimately outreach has to come from leadership buying into it and believing that is the way business should and will be done.

Dani Weigand previewed the Salt Lake County Cool Zones tool, which is a map currently available to the public. She showed data points which can be clicked on and information obtained. This type of information provided will continue to grow.

Another example she displayed is the Refugee Resources Tool. Information can be sorted three different ways.

The Citizen Reporting Tool is another tool created, which is not yet available to the public. It will provide a report to Operations and Public Works showing information reported by citizens.

***** NOTE: AN EVACUATION DRILL INTERRUPTED THE GIS STEERING COMMITTEE MEETING FROM 10:15 AM TO 10:40 AM *****

GIS is also being used to tell visual stories. One recent example is the ABC 4 Utah piece on Archives and The Ghosts of West Temple.

Another sample of partnerships is the GIS Showcasing Events map. This is in conjunction with Now Playing Utah, which lists free local happenings.

Dani Weigand next presented GIS strengths, weakness, and opportunities. Map requests are on the rise, she noted.

The Bicycle Transportation map brings partnerships.

All of these things are newsworthy for the citizens and the public. The bottom line is...maps are cool!!!

Where we are weak is some current set ups don't allow for user wayfinding. This is an essential element for guiding residents to resources online. This functionality is available now, but not currently deployed due to resources.

Another glaring weakness is access being denied to concurrent licensing.

Where we have opportunities is evaluating licensing (desktop vs. online), and looking at the different levels of user access needed.

We have an opportunity to invest in the technology infrastructure.

There are other opportunities for collaboration with local municipalities, students, etc.

In the 2016 Actions portion of the presentation, it was noted that ESRI will be onsite during the second quarter of 2016 to perform a strategy assessment to identify goals for the offices of the Assessor, Clerk, Surveyor, and Recorder.

Servers will also be upgraded to higher versions.

Inventory, analysis, and research will continue to take place.

Dani Weigand will come back to our next GIS Steering Committee meeting with concrete recommendations for Countywide GIS solutions.

Sherrie Swensen asked if ESRI has a monopoly on this type of service. Yes, pretty much, many Committee members agreed, although they do provide an excellent product that fits our needs.

Dave Delquadro asked what kind of contract we have with ESRI. Dani Weigand and Dale Burtch answered we are purchasing our licenses under a Sole Source Agreement using the State contract.

❖ **User's Group and Usage Reports.** Dale Burtch discussed the latest results of the most recent Activity and Denial reports he provided.

The User's Group continues to meet and focus on how we can help each other out and collaborate.

Action Item: Review the process of leveraging ESRI licenses in the best possible way to ensure users are using the version of the license they truly need while allowing those that need the Advanced licenses to have access to them.

Along with this, a cost component should be included to reflect lost down time and employees not being able to do their jobs in a timely manner.

Casey Sledge from the Recorder's office asked if there has been any attempt to try and quantify the cost losses that figure in when a license is not available. There has not been such an analysis done to date, but that option was added into the Action Item above.

- ❖ **Next Meeting Date.** Unless notified otherwise, the next GIS Steering Committee meeting is scheduled for *May 19, 2016 at 10:00 am in Suite N2-800.*
- ❖ **Adjournment.** A motion to adjourn was made by Reid Demman and the meeting was adjourned at approximately 11:08 am.