



County of Los Angeles

Enterprise Geographic Information Systems (eGIS) **2012-2015 Strategic Plan**

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ADOPTED

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ADOPTED

BACKGROUND

Geographic Information Systems (GIS) technologies are critical tools for improving the quality, accuracy, efficiency, and responsiveness of government services provided by the County of Los Angeles. Using the concept of an “electronic” or digital map, GIS records, stores, and analyzes multiple layers of spatial data and relates this data to locations of interest (e.g., communities, neighborhoods and people that live there). These layers contain data in the form of points (e.g., addresses, locations, etc.), lines (e.g., streets, highways, etc.), polygons (e.g., areas, political jurisdictions, etc.) and images that can be viewed in various combinations to identify and display underlying spatial relationships.

VISION

A countywide enterprise approach to GIS will optimize the efficiency and effectiveness in the use, acquisition, and dissemination of GIS data and resources. This will increase the cost-effectiveness, innovation, reliability, accuracy, and value of geospatial information and tools, leading to improved outcomes and enhanced services to the public.

MISSION

- Develop mutually accepted standards, policies, and business practices;
- Communicate the value of GIS to County departments and agencies;
- Encourage collaborative GIS efforts among County, government, and related organizations;
- Ensure that GIS resources are available for day-to-day operations;
- Maximize the cost-effectiveness of GIS investments;
- Cultivate the advanced use of GIS;
- Pursue the innovative use of GIS and related technologies;
- Integrate GIS technologies into County business operations;
- Support emergency and disaster planning, response, and recovery.

Objectives	Strategies and Tactics	Status/Notes
1. CREATE, COLLECT, MAINTAIN, AND DISTRIBUTE HIGH QUALITY, UP-TO-DATE, AND COMPLETE GEOSPATIAL DATA.		
A. Identify and implement data collection, metadata, and spatial accuracy standards and policies.	1. Implement metadata standards.	Need to determine if we will continue to follow FGDC metadata standards or develop our own.
	2. Implement Field Survey Data Standards (horizontal and vertical) for street based, parcel based, or survey [cadastral] based GIS data layers.	For LAR-IAC and for cadastral data. Need to publish these standards and validate.
	3. Implement Address standard	CAMS established the LA County address standard
B. Develop and Implement quality assurance procedures for GIS data to ensure identified standards are followed.	1. Develop and implement quality assurance mechanisms to test and ensure that GIS data follows standards and that metadata is complete and accurate.	Investigate ArcGIS 10 vs. Data Portal
	2. Create and host data editor meetings regularly (to discuss best practices and to discuss common issues)	GIS Data Committee
C. Build a common repository for authoritative data from all departments	1. Develop and approve directive about loading data layers into the GIS Data Repository	ISD will develop standard operating procedures.
	2. Update the list of data layers that are maintained by County departments.	
	3. Refine the list of data layers that should be available in the eGIS Repository. Develop an ongoing survey for County departments to identify new data layer needs.	
	4. Leverage federal and state framework data layer listings to obtain a list of data layers that should be available to county departments.	
	5. Create and maintain a list of data layers stored in the eGIS Repository.	Currently the Excel Spreadsheet
D. Collect, create, and/or acquire datasets as necessary	1. Undertake projects to create and update data when necessary (e.g. CAMS)	CAMS (address points) is one example, Zipcodes
	2. Undertake projects to purchase data when necessary (e.g. LAR-IAC, Thomas Brothers, businesses)	LAR-IAC
	3. Identify sources and partners for data acquisition or other stewards (e.g. Hydrography, NHD, etc)	National Hydrography Dataset (NHD) is one example
E. Identify required resources for geospatial data maintenance. Ensure required resources are allocated. Identify ownership and maintenance responsibility for data layers	1. Assign data layers to owners for maintenance	
	2. Maintain information about frequency of data updates, the importance of data updates, and the last date updated.	
	3. Develop and approve directive that all County services and facilities are stored in the Location Management System database (LMS). Determine authoritative owners and train them to use LMS.	CIO is the agency, ISD supports with technical assistance.
F. Ensure data layers are based on a common base layer(s) – for cartographic and analytical purposes	1. Move GIS data to the parcel level for increased accuracy (where appropriate)	Supervisory Districts, city boundaries, etc.
	2. Improve the accuracy of the parcel dataset to survey grade	Ongoing efforts by DPW and Assessor
	3. Determine priority and order in which to migrate data layers to parcel level	
	4. Help support multi-user editing for projects involving more than one department.	
	5. Maintain data at the parcel accuracy level	Where appropriate – do this
	6. Investigate the feasibility of the ESRI Local Government data model as a way to manage all data on a single basemap and single system	Look at potential benefits of doing so
G. Develop and implement processes and procedures to minimize spatial data	1. Revise GIS business process to obtain planned updates of addresses and incorporate them into CAMS (Countywide Address Management System).	

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1. CREATE, COLLECT, MAINTAIN, AND DISTRIBUTE HIGH QUALITY, UP-TO-DATE, AND COMPLETE GEOSPATIAL DATA.		
redundancy	2. Identify and implement all attributes and geographies necessary to support applications and agencies.	GIS Data Committee
	3. Maintain / run a stakeholders group for countywide addresses.	CAMS Steering Committee
	4. Maintain one address source (CAMS)	
	5. Consolidate redundant data sets (e.g, political jurisdictions) where possible.	
	6. Create Clearinghouse for GIS related support materials (RFPs, contracts, grants, Statements of Work, etc)	eGIS Website
	7. Support multi-user editing for projects involving more than one department.	

Objectives	Strategies and Tactics	Status/Notes
2. ENSURE THAT THE COUNTY'S GIS SYSTEMS AND DATA ARE AVAILABLE FOR DAY-TO-DAY COUNTY/REGIONAL PURPOSES		
A. Develop a standard level of service at the Enterprise GIS to ensure availability of GIS data and systems	<ol style="list-style-type: none"> 1. Develop a standard eGIS "Service Level Agreement" between ISD and departments. 2. Develop and implement plan to have development, test, and production environments for Enterprise GIS services and applications. 3. Meet with GIS System Administrators and relevant ISD sections on a regular basis to ensure ISD understands GIS system requirements. 4. Define & document requirements for security, technical support, response time, uptime, help desk support, backup and disaster recovery. 5. Document GIS System configuration/hardware. 6. Work with members of the eGIS Steering Committee to provide technical assistance 7. Publish and maintain list of FAQ's that detail problems and resolutions (internal) 8. Establish notification system for system outages (planned or otherwise) – for applications and underlying databases (or servers) 9. Develop a ISD GIS service request form(s) and procedures 	<p>ISD should develop</p> <p>ISD should develop</p> <p>In development</p> <p>Meet every 3 months – need to establish</p> <p>See the SLA idea (include in 4F?)</p> <p></p> <p>See 3G – is this duplicative?</p> <p>ISD is doing this already</p> <p></p>
B. Plan capacity, scalability, and hardware, software, and staff resources	<ol style="list-style-type: none"> 1. Develop a countywide GIS architecture that balances price with departmental needs for control and access. 2. Examine the existing system load by regularly working with vendors and departments to plan and anticipate future growth. 3. Conduct regular system load testing to quantify metrics for system capacity. 4. Regularly work with vendors to design and architect the eGIS systems for scalability (i.e. Especially during the time of disaster, election, and tax roll) 5. Plan ahead the staff availability in order to accommodate the anticipated growth, support the users in timely manner, and provide excellent user support. 	<p>Includes eGIS Repository as well as departmental system.</p> <p></p> <p>ISD will recommend a test plan.</p> <p>e.g. work with ESRI, Latitude, Microsoft, VMWare, Oracle</p> <p></p>
C. Identify Data Storage Standards	<ol style="list-style-type: none"> 1. Identify spatial database technology standards for data storage. 2. Maintain a centralized data storage mechanism for the County GIS Repository. 	<p>DONE –Determined that SDE data format is the current format – re-evaluate with SQL Server 2012.</p> <p>DONE - Purchased SAN 2009</p>
D. Develop data access control and security standards	<ol style="list-style-type: none"> 1. Password enable servers, map services, etc 2. Determine security for each data layer in the eGIS Repository 3. Ensure HIPAA compliance for sensitive GIS data layers. 4. Ensure that departments have appropriate control over their own applications and services. 	<p>Implemented SSL & ArcGIS Server security</p> <p>Ensure licensed data is only available to licensees.</p> <p></p> <p>Priority.</p>
E. Monitor usage of GIS software, hardware	<ol style="list-style-type: none"> 1. Monitor ArcGIS license consumption. Activate and upgrade licenses as necessary. 2. Consolidate departmental licenses into a single license pool to reduce licensing costs where possible 	<p>Research option and identify software(e.g. OpenLM).</p> <p>Developing this directive</p>

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2. ENSURE THAT THE COUNTY'S GIS SYSTEMS AND DATA ARE AVAILABLE FOR DAY-TO-DAY COUNTY/REGIONAL PURPOSES		
and applications to ensure allocation of sufficient resources for current and planned usage	while ensuring license availability at all times.	
	3. Design metrics to evaluate usage of GIS infrastructure to support system design and budgeting.	
	4. Regularly monitor and report on Web and application statistics	Geocortex Statistics, Optimizer - Develop reporting methodology
F. Develop processing on demand and virtual desktops	5. Design GIS applications so that metrics exist for availability/usage of apps and user information capture (if possible).	Use Google Analytics or in-built tools.
	1. Develop a method where departments can request additional GIS processing capabilities as needed.	
	2. Investigate the new hosted desktop solution to determine the feasibility of creating virtual GIS machines that will reduce the hardware and software costs for departments.	
G. Create and implement a maintenance strategy for GIS applications.	3. Investigate the ability to use virtual desktops to "rent" GIS machinery (departments don't need to buy dedicated hardware and licenses).	
	1. Review existing applications, data content, and functionality before developing new applications.	Department (application) specific really
	2. Develop maintenance strategy for application upgrades.	
	3. Maintain list of applications and related hardware and data dependencies.	
	4. ISD will support legacy applications based upon departmental application upgrade schedules.	

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3. DISSEMINATE THE COUNTY'S GIS DATA AND SERVICES AS WIDELY AS POSSIBLE		
A. Distribute County GIS data as widely as possible to ensure reduced duplication of effort	<ol style="list-style-type: none"> 1. Create a central web-based location where GIS data can be made available for download. 2. Where possible, make data available for free. Continue to build common repository for authoritative data from all departments 3. Where possible, use publicly available information (e.g. Tiger data instead of Thomas Bros., for example) 4. Establish procedures for data dissemination and create disclaimer language for GIS data downloads. 	<p>DONE – LA County GIS Data Portal (Data Portal)</p> <p>Ongoing efforts – the ‘democratization’ of data</p>
B. Identify GIS development standards and best practices to support dissemination of LA County GIS data.	<ol style="list-style-type: none"> 1. Develop GIS web services and applications utilizing standards where relevant. 2. Sign countywide licenses for commercial mapping services to reduce costs where possible. 3. Develop a mobile GIS development standard, and ensure platform independence where possible. 4. Identify a web GIS development standard (flex vs. Silverlight vs. HTML5) where possible. 5. Develop best practices for application development methodologies and configurations. 	<p>ESRI REST endpoints, WMS, WFS standards (leveraging ESRI technology)</p> <p>DONE – signed agreements with Google, and Bing</p> <p>Geocortex Essentials and IMF</p> <p>Reconvene the Application Developer Working Group</p>
C. Identify mechanisms to view and access GIS Data	<ol style="list-style-type: none"> 1. Identify Desktop GIS, Web-based GIS, Mobile GIS, Developer APIs and frameworks (SDKs) 2. Investigate the feasibility of using free and Open Source GIS server and distribution software (e.g.) 3. Develop mechanism to access GIS files (internal and external) 4. Develop and document Web Services that provide access to GIS capabilities. 5. Create GeoRSS feeds of County GIS data for wider distribution. 6. Make sure the system architecture supports internal and external applications. 7. Establish a repository of documents, resources, and guides that assist departmental GIS managers with leveraging eGIS resources. 	<p>DONE - ESRI is an ad-hoc county standard</p> <p>qGIS, gvSIG, TileMapper, OpenGeo.</p> <p>DONE – GIS Data Portal</p> <p>UDDI? Replaced by LA County GIS Data Portal?</p> <p>DONE – LA County GIS Data Portal</p> <p>DONE – eGIS has intranet and internet servers</p> <p>eGIS has a page but needs to be updated.</p>
D. Establish LA county Enterprise GIS website	<ol style="list-style-type: none"> 1. Create the http://gis.lacounty.gov/egis web site to provide a central entry for county GIS 2. Implement access control on the portal. 3. Link(s) to GIS sites and projects of all County departments 4. Link(s) to training - resources for County GIS users and professionals 5. Link(s) to data and software download locations. 	<p>DONE -The eGIS Website handles this.</p> <p>DONE – Part of the LA County GIS Data Portal</p> <p>eGIS Website</p> <p>eGIS Website</p> <p>eGIS Website link to the LA County GIS Data Portal</p>
E. Ensure cost effectiveness of all GIS usage and solutions (e.g. - obtain least expensive license)	<ol style="list-style-type: none"> 1. Leverage collaborative purchasing agreements where possible to achieve cost savings. 2. Implement web-based GIS toolsets for Countywide use. 3. Complete ESRI Master Purchase Agreement to reduce software purchasing costs. 4. Upgrade unused licenses instead of purchasing new licenses. 5. Investigate the feasibility of an ESRI Enterprise License Agreement. 	<p>Latitude Geographics products.</p> <p>DONE - ESRI MPA</p> <p>Ongoing</p> <p>Will be done after License Consolidation</p>
F. Where possible, make County GIS resources	<ol style="list-style-type: none"> 1. Develop a strategy for making GIS services available to external agencies where possible. 	<p>See 4H – need to determine support model – but right</p>

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3. DISSEMINATE THE COUNTY'S GIS DATA AND SERVICES AS WIDELY AS POSSIBLE		
available to external agencies		now it is part of LAR-IAC.
	2. Develop a monitoring mechanism for tracking external use of the County systems.	
	3. Establish pricing scheme and MOU/SLA for data subscription service.	Leverage LAR-IAC for this.

Objectives	Strategies and Tactics	Status/Notes
4. CULTIVATE THE ADVANCED / ANALYTICAL USE OF GIS		
A. Develop and teach GIS courses to foster advanced usage of GIS in activities	<ol style="list-style-type: none"> 1. Develop in-house GIS Training classes (ESRI-certified instructor) where possible 2. Purchase online GIS Computer Based Training for LA County Departments to share 3. Provide ESRI training for County staff at GIS Day. 4. Work with local colleges and universities to offer GIS classes and degrees needed by the different County Departments for County positions. 5. Identify a list of ESRI training courses that will benefit County staff and coordinate ESRI training sessions on premise where possible. 6. Encourage informal departmental GIS meetings (brown-bags) to spread GIS expertise. 	<p>DONE</p> <p>Need to identify (does this mean the ESRI conference video)</p> <p>See the GIS Classifications – also presenting at the USC Geospatial Forum</p> <p>See DPW and DPH. Get lessons learned document.</p>
B. Foster attendance at conferences and other outside training opportunities and resources to advance users skills	<ol style="list-style-type: none"> 1. Maintain list of GIS conferences and promote via email, websites, publications, and user groups. 2. Develop language to communicate the value of conferences to management. 3. Increase county GIS staff awareness of online GIS resources. 	<p>eGIS Website, share links to online resources.</p>
C. Develop and maintain applications and services to simplify the advanced/analytical use of GIS	<ol style="list-style-type: none"> 1. Develop commonly used web services for GIS application development. 2. Develop models and procedures/scripts to automate GIS processes. 3. Distribute and share models via ArcGIS Server or other technologies. 4. Encourage the use of application development frameworks (APIs/SDKs/ESRI/Geocortex) 	<p>Application Developer Working Group</p> <p>Application Developer Working Group</p>
D. Develop a GIS classification series to support the recruitment and retention of GIS expertise	<ol style="list-style-type: none"> 1. Work with CEO Compensation to create a single unified GIS series for countywide GIS staff. 2. Work with local colleges and universities to develop curriculum relevant to LA County. 3. Develop supporting documents for department to justify hiring GIS staff from the GIS classification series. 4. Develop GIS internship program and/or link to existing to county internship programs 5. Ensure county GIS positions are promoted as widely as possible to ensure the best possible candidate pool. 	<p>DONE</p> <p>e.g. organization structure, duty statements, task requirements, etc. Send survey through NACO and other agencies.</p> <p>C-BEEP</p>
E. Provide appropriate staff with the skills and resources necessary to provide support.	<ol style="list-style-type: none"> 1. Identify and provide relevant training for each GIS classification 2. Maintain contact list of departmental GIS leads (that details their areas of expertise, department and schedule/availability). 3. Provide support staff with training on custom and off the shelf applications and system functions (e.g: GIS-NET, PSRS, CAMS, PAIS, ViewLA, etc.) 	<p>Supported by the new GIS Classifications</p> <p>This would help for GIS emergency volunteer corps as well.</p>
F. Pursue and evaluate new technologies and data formats to enhance GIS use-ability and value.	<ol style="list-style-type: none"> 1. Investigate approaches to moving to 3-D world (3D printer, 3D visualization, buildings, etc). 2. Evaluate and apply the different applications, usages, and value of mobile GIS. 	<p>Get a grant to buy a 3D printer</p> <p>Should mobile be a strategy?</p>

Objectives	Strategies and Tactics	Status/Notes
4. CULTIVATE THE ADVANCED / ANALYTICAL USE OF GIS	3. Evaluate and integrate GIS technologies, web services, etc with different application development technologies to enable more dynamic features and capabilities (Cognos SpotOn, APEX, .NET, etc)	Application Developer Working Group
	4. Investigate Open Source GIS software for desktop and analytical use.	eGIS Website has a dedicated page.
	5. Investigate and develop a list of integration opportunities with GIS and Web 2.0 technologies.	
	6. Investigate and develop a list of integration opportunities with GIS and existing County Systems	(Cognos has a plugin, SQL Server, ...) Cognos Vantage software, investigation SQL Spatial., Sharepoint integration
G. Create and collect Countywide knowledge-base, geoprocessing models, code base, methods, etc (standards and procedures, tutorials, and “how-to” for certain GIS analyses and processes).	1. Develop central GIS code base to promote re-use, sharing, efficiency, and collaboration.	
	2. Develop cartographic standards (layer files) and models.	Distribute .mxd and/or layer files that make the LA County Caches.
	3. Develop tutorials and “how-to’s” for complex GIS analyses and processes	Ongoing - eGIS Training & eGIS Website
	4. Develop Countywide GIS User Groups to support informal exchange of GIS expertise (county and other agencies)	SoCalGIS, Regional GIS Forum, LAR-IAC user group
	5. Internal County Knowledge Exchange – Develop periodical “how-to” training sessions on GIS tools, data, and analysis, etc	eGIS Website – I have tips and tricks – does this work?

Objectives	Strategies and Tactics	Status/Notes
5. RAISE THE AWARENESS OF GIS		
A. Organize and conduct annual GIS Day event.	<ol style="list-style-type: none"> 1. Organize and publicize annual GIS Day event. 2. Develop and provide special presentations to groups/agencies as requested 	Done.
B. Regularly inform current and potential users of the value of GIS.	<ol style="list-style-type: none"> 1. Write and publish articles showcasing the benefits of GIS and how it supports the County's mission. 2. Develop and publish case studies showing the benefits of GIS. 3. Publish information about GIS activities in the eGIS Website. 4. Publicize new applications in the eGIS Website 5. Maintain library of resources and applications on eGIS portal. 6. Develop and publish GIS case studies showing the benefits of GIS. 7. Identify and present to senior level committees (i.e. TSAB, eGAC, Admin Deputies, Board Deputies) to educate members on GIS capabilities, strategies, and plans. 8. Encourage and assist County agencies to apply for productivity awards on GIS related projects. 	<p>ArcNews, ArcUser</p> <p>Case Studies!</p> <p>Done.</p> <p>Need to update current case studies.</p>
C. Develop the business case for using GIS	<ol style="list-style-type: none"> 1. Develop a methodology for determining Return on Investment (ROI) for GIS – cost savings, cost avoidance. 2. Determine methods to track outcome measures (maps created, work requests completed, hits on websites, list projects that include maps, speed of access to data, etc.) 	
D. Coordinate/participate in regional GIS meetings and activities to maintain knowledge of GIS activities relevant to existing/future applications	<ol style="list-style-type: none"> 1. Acquire information about GIS in other agencies around the County 2. Meet with Federal and State GIS representatives when appropriate. 3. Work with other jurisdictions' GIS staff on technical/data issues as appropriate (e.g., centerlines). 4. Monitor legislative and regulatory issues that could affect GIS. 	<p>Establishing the Regional GIS Forum and participate in the SoCalGIS</p> <p>Regional GIS Forum/</p> <p>CAMS/LARIAC.</p> <p>What is the process for this – For example the Orange County case (Legal descriptions vs. feature based "data escrow")</p>
E. Provide training to non-GIS professionals on basic use of GIS its capabilities, and its benefits.	<ol style="list-style-type: none"> 1. Promote County GIS training classes for non-GIS professionals. 2. Develop "GIS 101" materials to help novice users use LA County GIS resources (e.g. why do you use GIS?) 3. Develop 1 hour ("what is GIS") training for managers and conduct regular manager trainings 	Done for GIS Day 2011.
F. Present papers and participate at conferences and events where they will share information with key local, regional, national audiences	<ol style="list-style-type: none"> 1. Support participation in local, regional and national GIS conferences and events 2. Write papers and/or make presentations at conferences, or document the value and reason for going. 3. Post papers written by county staff on websites. 	<p>Develop specific language supporting conference attendance</p> <p>Add these presentations to eGIS site</p> <p>eGIS Website – develop publication guidelines.</p>
G. Provide GIS tools for public and non-technical users.	<ol style="list-style-type: none"> 1. Implement GIS tools on the County portal and other web sites. 2. Develop and maintain a list of static maps (in electronic format) available for download and/or purchase. 3. Develop "Map-It" link for facilities to be mapped. 4. Develop a countywide Services Locator that supports departmental communication of services to the public. 	<p>Manage Countywide Services Locator – and develop embeddable GIS maps.</p> <p>Add to eGIS or Data Portal?</p> <p>Done as part of Services Locator</p> <p>This is a new item (overseen by the CIO and advisory committee)</p>

Objectives	Strategies and Tactics	Status/Notes
5. RAISE THE AWARENESS OF GIS		
H. Build staff level understanding of and support for GIS	1. Work with County departments that are consistently using large amount of GIS project support and do not have their own GIS staff – to internalize that work.	Cluster meetings.
	2. Establish mechanism within County GIS community to gather and share information on opportunities (e.g., info on grants, etc through user meetings, interviews, teams, ops)	eGIS Website

Objectives	Strategies and Tactics	Status/Notes
6. ASSIST AGENCIES TO INTEGRATE SPATIAL TECHNOLOGY INTO THEIR BUSINESS PROCESSES AND APPLICATIONS.		
A. Provide the ability to provide map resources (static and dynamic) on the County's inter/intranet site.	<ol style="list-style-type: none"> 1. Develop and use map catalogs where appropriate to reduce map requests and provide public access. 2. Develop GIS application architecture that allows for easily integrating map services into existing Web pages. 3. Support agency development of dynamic, interactive web maps as opposed to static maps provided the agency is taking the lead. 4. Develop a service area locator function 	<p>Ongoing (ESRI, Google, Bing APIs – Geocortex)</p> <p>Services locator website.</p>
B. Develop and implement a methodology for responding to agency requests to incorporate GIS into their business process.	<ol style="list-style-type: none"> 1. Write and implement the methodology. 2. Develop standard language to incorporate into Requests for Proposal that includes maps. 3. Document procedures for processing special project requests 4. Establish mechanism to gather, document and share information on opportunities to incorporate GIS in county processes (e.g., through user meetings, interviews, teams, ops) 	<p>Leverage the manager training. Distributing Case Studies</p>
C. Provide support and tools to integrate GIS into applications.	<ol style="list-style-type: none"> 1. Aid agencies in identifying workflow processes that currently do spatial analysis without the aid of GIS. 2. Support the implementation of address validation into business applications keep 3. Involve other agency GIS and programming staff in the GIS application planning and design process. Keep 4. Coordinate with other County committees (EGAC, ISAB, CIO Council) regarding other IT/Web initiatives 	<p>Build API</p>
D. Assist departments in acquiring resources to implement or enhance spatial capabilities.	<ol style="list-style-type: none"> 1. Work with departmental staff to identify candidate projects and assist them in submitting proposals. 2. Work with departmental staff to identify small budget, high return projects to be funded out of eGIS funds. 3. Participate in advisory committees as needed (selection and technical). 4. Assist agencies in establishing positions that include GIS. 5. Serve on interview panels as requested for GIS positions in other agencies. 6. Assist agencies in preparing proposals that include GIS related work. 	<p>e.g. Countywide Mileage Claim, LandBase</p> <p>Services Locator, District Locator, Facility/Campus Locator, Emergency Reporting.</p>

Objectives	Strategies and Tactics	Status/Notes
7. SUPPORT EMERGENCY PLANNING, RESPONSE, AND RECOVERY		
A. Develop standard operating procedures for GIS in emergency response.	<ol style="list-style-type: none"> 1. Develop policies and procedures to provide GIS support to the County in the event of a disaster. 2. Develop procedures for non-emergency support departments to provide GIS expertise to LA County CEOC/Emergency Operations Bureau (EOB)/Lead Departments in times of disaster. 3. Develop lists of staff in each department capable of using GIS and GIS related equipment, their expertise, their work locations, and optionally their home locations. 4. Maintain master resource guide of GIS data, servers, software, and equipment countywide and at emergency response and operations locations. 5. Compile user guides and how-to documents for existing software, equipment (plotter, scanner, GPS units), and applications. 	<p>Updated the NAPSG operating procedures to reflect LA County's environment.</p> <p>Add question to DSW survey.</p> <p>OEM to manage</p> <p>OEM to manage</p>
B. Ensure availability of GIS data and resources during disasters and emergencies.	<ol style="list-style-type: none"> 1. Identify disaster recovery locations to provide access to GIS data and resources during disasters. 2. Coordinate with ISD's Disaster Recovery Section to ensure the Enterprise GIS Repository is included in their policies and procedures. 3. Ensure that GIS software, data, services, and applications are the same version at disaster recovery locations. (Geocortex, CAMS, other web applications, license manager). 4. Establish schedule for system replication to the disaster recovery locations. 5. Conduct regular testing or use of data, software, and equipment. 6. Inform Emergency GIS staff of alternate access mechanisms. 	<p>LRC (Local Recovery Center), County Emergency Operations Center (CEOC).</p> <p>Establish data maintenance procedures</p>
C. Keep all Department Emergency Coordinators abreast of county GIS capabilities.	<ol style="list-style-type: none"> 1. Maintain a list of Department Emergency Coordinators. 2. Schedule periodic meetings with departmental directors to inform them of GIS capabilities in emergencies. 	
D. Participate in Emergency Exercises and Trainings to ensure staff are up to date.	<ol style="list-style-type: none"> 1. Participate in Emergency Response Exercises and Trainings, as available. 	
E. Coordinate planning and response strategies with other local, state, and federal agencies	<ol style="list-style-type: none"> 1. Develop relationships with FEMA, Cal EMA, Federal DHS, JRIC, CEO Office of Emergency Management, Sheriff Emergency Operations Bureau, and other relevant Federal, State, Regional, or local groups. 	
F. Develop a Regional GIS Framework for sharing GIS resources and tools with the Emergency Response Community.	<ol style="list-style-type: none"> 1. Develop standardized map templates and tools 2. Train emergency coordinators and Disaster Management Area Coordinators (DMACS) on how to use 	