

Minutes for Enterprise Steering Committee

Tuesday, August 21, 2007

Public Works – Conference Room A

900 South Fremont Avenue

Alhambra, CA 91803

Meeting was called to order by Mark Greninger at 1:30PM.

GIS Training

- David Kwan from Department of Health Services did a presentation on this topic.
- Three facilities are available to hold training sessions: Public Works, Health Services, and Public Health.
- The following courses were decided upon: ArcGIS Intro I, and Advanced Analysis with ArcGIS. ArcGIS Intro II skipped for now.
- Billing for these courses is handled through the CEO, Urban Research. Jose Aldana (jaldana@ceo.lacounty.gov) is listed as the contact person for more information about payment. The issue of cost was raised, and David Kwan was unsure of the exact number, though last time the price was \$719 for the Intro course, and \$950 for the Advanced Analysis course.
- There is a maximum of 15 people allowed per class.
- David Kwan will handle enrollment for these courses. The following are suggestions from some of the committee members:
 - Using an internal website (intranet) in a blog format could be a good way to announce this.
 - Dept. of Human Resources has a 'Learning Management System' that is a mechanism that lists training classes. The LMS is being rolled out by department. David Cardinas at Public Health was mentioned as a contact person for more information on this.
 - County listserv – gives you the ability to fill out a form and send it back to DHS.
- Mark Greninger offered the idea of having a User Group session with representatives from several departments.
- Some committee members expressed interest in more classes (one more intro and one more advanced course, one for server administration or programming)

GIS Positions

- Mark Greninger gave the status on creating GIS Positions in the county (of which there are none right now)
- Mark passed out the results of a survey of a few county departments that have positions that currently do GIS work.
 - Goal will be to have as many departments as possible fill out this survey so that a more complete analysis of the scope and requirements for GIS positions can be done.
 - Mark will send this survey out to departments doing GIS work.

- Hopefully by year's end there will be a set of job descriptions, salaries, and qualifications for a proposed GIS series in LA County.

Web Site

- Nick Franchino gave a presentation illustrating the present GIS site on LA County's website, and ideas for a more interactive website in the future.
- Current status – sites on LA County Online (<http://gis.lacounty.gov>, <http://gismap.co.la.ca.us>) have links to 'static' information (documents, spreadsheets, maps, etc).
- Proposal is to make a more dynamic site that allows members to update information in a blog format. This can be both an internet (public), and intranet (internal) version of the site.
- Samples were shown of Regional Planning's internal GIS Section website using a Wordpress engine. (only screenshots shown – internet was not available for a live demo)
- There was some discussion among committee members about what type of program to use for this site:
 - Health Services mentioned that their department won't support an "open source" software like Wordpress. ISD said they would look into this problem.
 - ISD mentioned that they are trying to roll out a program called Share Point, which is more of a Document / Enterprise Management system.
 - Some members preferred the cleaner look and more user friendly Wordpress as opposed to Share Point.
- Mark asked committee members for ideas of what to include on this site:

minutes / agendas / meeting schedules
 sub-committee notes
 training information
 awards
 contacts spreadsheet
 major projects
 list of applications used by departments
 (with screenshots)
 contracts / existing vendors used by
 departments
 repository layers table with links to
 contacts

software / desktop licensing
 grants
 ESRI sole source justification
 correspondence tables
 FAQ's
 GIS layers / public data
 short description of what your department
 is doing in the GIS arena
 links to departments (and their GIS pages
 if they have one)

- Mark suggested that at the next meeting we set up a sub-committee for this topic so that they can decide on the following options:
 - What software to use (Wordpress, Share Point, Manko) for this website.
 - What to include on the website.

- What to have on the internal version, and what to have on the external public version.

Data List

- About 8 departments have filled out survey about layers' importance.
- Need to determine if there is a type of GIS data that is not on the list and should be on there.
- Some suggested adding the following fields:
 - Data Quality (spatial accuracy, ie. parcel specific)
 - Metadata (yes / no)
 - Public Access (yes / no)
 - Links – links to data download page (if applicable)
- Mark reminded everyone to please load their layers listed in the repository to the site.
- Need to settle on a naming convention for the data layers.

Geocortex (ITF Grant discussion and Demo)

- ITF proposal is moving forward, but needs to be approved, so price has been reduced to below \$100,000 (to avoid having to go before Board of Supervisors).
- Due to price reduction, only 9 departments can get this software:

Probation	ISD	DHS
CSS	DPSS	Parks & Rec
DPH	DCFS	Beaches & Harbors

- Need to determine “have not” departments (smaller departments that don't have a lot of GIS expertise and/or GIS staff) and we can help train them on how to build websites using Geocortex.
- Options for training:
 - Geocortex coming out to a department and training them directly
 - Setting up a User Group among our department that have experience using the software.
 - EAP – Esri's Enterprise Advantage Program gives credits for ESRI tech support and training. Cost would be \$55,000.
- ESRI is doing away with ArcIMS, perhaps we can buy some ArcIMS literature.
- Money saving options:
 - Master Purchase Agreement with ESRI – gives discount on ESRI software (City of LA has one). We're close to \$2.5 million in collective costs for our software....could get a \$10,000 or \$20,000 discount.
 - Departments should inventory their software use...maybe some unused software can be either no longer purchased or given to some “have not” departments.

- 9 departments listed above should get meet and go over exactly what they want and need for their website before Geocortex comes down.
- Mark did a demo of Geocortex's internet mapping capabilities, and went over the basic functionality of site, customization options, user-friendliness of interface, and showed new oblique and ortho imagery.
 - To access site: <http://gis.lacounty.gov/eGISCommittee/egiscommittee.htm>
- scroll down to 'Test Site (internal only)
 - Mark encouraged committee members to use site and have their employees back at the office to use it as well.

Other Items

- Mark asked Elio about CAMS – maybe to do a presentation on that at the next meeting. Beta version of software will be made available on 8/22/07.
- Mark invited members to look at the ortho imagery terrain model (taken from the foothills below Big Bear in San Bernardino County). This would be something in the future for us to think about producing in LA county (cost would be \$5,000) using LAR-IAC data.
- Nick Franchino reminded members about the LAR-IAC User Group Meeting #2 on 8/30/07 at Regional Planning.
- Mark announced next committee meeting for sometime in September or October.

Meeting was adjourned at 3:30PM