eGIS Steering Committee
Meeting Minutes
March 4, 2021
1:31pm – 2:42pm
Facilitator – Jamie Munro, GIS Manager

In Attendance

Committee Members
Mike Twitty – Chair – Pinellas County Property Appraiser
Jason Malpass – Pinellas County Sheriff's Office
Bryan Zumwalt – Vice Chair – Office of Technology and Innovation
Marc Gillette – Supervisor of Elections
Tom Amonte – Assistant County Administrator - ABSENT

Attendees
Jared Austin – Forward Pinellas
Deborah Berry – Justice and Consumer Services
Joe Borries – Emergency Management
Thuyen Buendia – Business Technology Services/eGIS
Jeremy Capes - Utilities
Marcia Colby – Public Works
Mike Dawson – Business Technology Services/eGIS
Jill DeGood – Pinellas County Sheriff's Office
Kelly Dickie – Business Technology Services/eGIS
Lisa Foster – Public Works
Allison Goldberg – Business Technology Services/eGIS
Season Groves – Emergency Management
Belinda Huggins – Business Technology Services
Joel Kelsey – Utilities
Christy Kretschmann – Business Technology Services/eGIS
Susan Leverette – Office of Asset Management
Blake Lyon – Development Review Services
Daniela McDougall – Public Works
Jamie Munro - Business Technology Services/eGIS
Curt Nielsen – Pinellas County Property Appraiser
Eric Pieniak – Utilities
Jeff Rohrs – Business Technology Services
April Rosier – Business Technology Services/eGIS
Alan Shellhorn – Planning
Penny Simone – Public Works
Toni Smith - Business Technology Services/eGIS
Nicole Sokolowski – Supervisor of Elections
Jacob Stephen – Supervisor of Elections
Carol Stricklin - Planning
Jeremy Waugh – Office of Asset Management

Agenda

1. Call to Order
2. Welcome and Introductions
3. Citizens to be Heard
4. Approval of Minutes from the December 3rd, 2020 meeting
5. Working Group Presentation
    a. Budget Support
        i. Aerial Strategy – Voting Item
        ii. FME Software – Voting Item
    b. GIS Projects Overview
    c. ArcMap to ArcGIS Pro Transition
6. Open Discussion
7. Next Meeting
8. Adjournment

Call to Order

The meeting was called to order at 1:31pm by Mike Twitty.

Citizens to be Heard

The opportunity was offered for citizens to make comments. None were present.

Approval of Minutes

Mike Twitty asked if there were any changes to the December 3rd, 2020 meeting. Motion to approve minutes from Bryan Zumwalt, seconded by Marc Gillette, all in favor. Minutes approved.

Working Group Presentation

Jeremy Capes provided an update on the Working Group meeting from February 11th, 2021. There was a very strong turnout of participants with good engagement and discussion. There have been questions about municipal engagement with our Working Group and GIS discussions in general. Discussions are ongoing about how to proceed with this. Jamie Munro agreed that community involvement is key and we would like to make sure this happens.

Budget Support

Aerial Strategy – Voting Item

Jamie Munro presented the current way aerial photography has been handled with monies budgeted every other year depending on whether we can partner with SWFWMD for aerials. Jamie mentioned an annual budget to capture aerials would be ideal, whether that is ortho and oblique or separately. The proposed budget is around $200k per year with the option to fly each year. Mike Twitty stated his support for obtaining aerials each year as the images have been very helpful for the Property Appraiser's Office. Bryan Zumwalt mentioned an existing 5-year contract with Pictometry and asked about the status.   Jamie said that contract had just been renewed for 1 year. Jamie is starting conversations about a new RFP for Pictometry. Bryan said he would be in favor of budgeting for it each year with the option to postpone the funds if necessary. Bryan asked if we go to RFP and ask for a specific oblique product, what is the strategy going forward if the vendor and delivery method changes? Jamie said most vendors have the products in a nice package for users and once we move forward, there will be a focus group to determine what kind of items would be necessary in the contract. Mike Twitty asked about the ability to use the Pictometry software even if we use a different vendor. Mike Dawson said Pictometry has stated in the past that other aerials can be loaded into their software. Jason Malpass said there is so much value for this product that it seems like a no brainer decision for the group, especially to have the historical library of aerials.

> Motion: Jason Malpass motioned to recommend support to procure oblique and ortho images annually.
> Motion seconded by: Bryan Zumwalt seconded.
> All in Favor

FME Software – Voting Item

Jamie presented FME software as a "Swiss Army knife" for harvesting and processing GIS and other data. The desktop version runs on the eGIS servers; however, it is getting to the point where the scheduled jobs are getting crowded and a server version would be more useful. This is a critical piece of software that will allow eGIS to then expand the use if necessary. FME now has an Enterprise Licensing Agreement based on the Unincorporated portion of the County. There is an already existing FME annual maintenance budgetary item for $7,500 per year, the upgraded licensing cost would be $35,000 per year. Mike Twitty asked if we expanded the services as anticipated the corresponding annual maintenance fee would increase significantly and Jamie agreed. Bryan Zumwalt wondered if perhaps we could request a credit for some prior OTI usage, this is something that can be investigated as part of the contract process. Jeff Rohrs said this would not involve a decision package in the budget. Bryan suggested that OTI could surrender their licensing to make this more of an enterprise solution and to help with the cost burden. Jason Malpass asked for some examples of FME in use. Jamie said there were a lot of SQL processes for daily Pinellas County crime data that extracted crime information from external sources. These processes took 4-6hrs each day and had the potential to overlap, causing bottlenecks and errors. These same processes when moved to FME became a 40-minute process with checks and balances to ensure the first process finishes with no errors before starting a second. FME is also used to gather COVID data from the state to support trending and analysis. Jason said it seemed like an impressive tool. Mike Dawson said FME has stated they would allow us to utilize software from the signed contract date but not bill us until September when the budget cycle restarts, which gives us a grace period of use before payments begin.

> Motion: Bryan Zumwalt motioned to support FME Licensing model to meet the County's growing business demands.
> Motion Seconded by: Jason Malpass seconded.
> All in Favor

GIS Projects Overview

Jamie Munro highlighted a few major projects completed by eGIS including the GIS Test Environment Setup and Phase 1 of eGIS.pinellascounty.org deprecation. Bryan Zumwalt asked if the Safety and Emergency Services Routing Server was self-contained. Jamie said they have their own dedicated servers for the routing services and there will be an Esri routing solution leveraging custom streets to maintain the routing network. Mike Dawson mentioned this is the Esri Here data, which is then disseminated out to other sources, so as we fix our data, other places see updated data. Mike Twitty asked about a date for the 3D basemap rollout. Jamie anticipates a delivery and consumable data within the next month or so. Esri has started working on the 2000-5000 square foot buildings, but no timeframe for delivery yet. Jamie mentioned a few more projects to the eGIS Pipeline including upgrading eGIS infrastructure from 10.6.1 to 10.8.1 in the April timeframe. The Sheriff's Office servers have already been upgraded to 10.8.1. Field Apps are being moved from ArcGIS Online to Enterprise Portal. The infrastructure upgrades have allowed us to make this step which provides more security and a better user experience. Supervisor of Elections Voter Information data project involves all registered voters being geocoded to points on a map by October and so far, the geocode success rate has been around 97%. The bigger potential initiative that may come out of this project will be address verification, involving other departments, municipalities and USPS. eGIS is being proactive with hurricane and damage assessment preparations and redesigning the damage assessment process due to the deprecation of ArcGIS Collector application. eGIS is also working on architecture and governance changes to our GIS Data Catalog to attempt less duplication of layers which also follows best practice recommendations by Esri.

ArcMap to ArcGIS Pro Transition

Jamie Munro discussed the ArcMap to ArcGIS Pro transition and the available training courses. ArcMap is no longer being updated, only adding security patches so the move to ArcGIS Pro is necessary. Our Esri contract allows for training services and Jamie wants to establish prerequisites with an Esri recommended learning plan before any instructor-led courses are taken. A major driver for ArcGIS Pro training is the Enterprise Asset Management project and the attribute rules that are being applied to the database which make data unusable in ArcMap. There are a number of ArcGIS Pro classes for a variety of users, some for people who know how to use ArcMap but need to know where the functions are in ArcGIS Pro, some are for people who are less familiar with ArcMap. Jamie proposes using the next two years' worth of Esri credits for these training courses. If someone has taken a course in the past, Jamie is not opposed to re-taking the class because the last time they were in training may have been quite a while ago. Mike Twitty asked about the approximate value of an Esri credit, Jamie showed the Esri contract noting the value of approximately $600 per credit hour for learning credits and will send out the summary of contracted hours.

Open Discussion

- Mike Twitty asked if we could update operating guidelines on the Steering Committee website and add edits to the governance document to reflect the reduction in voting members.
- Jeff Rohrs asked to consider adding BTS back as a voting member to the Steering Committee. There needs to be research done to determine when BTS was removed and if it's possible to add back. BTS would like to ensure a leadership role within governance groups and taking an active role in keeping technology current. Bryan Zumwalt asked if in the past, David James as a representative of BTS was a voting member of the committee, and Jeff said yes. Mike Twitty asked for the historical research about when BTS came off as a voting member to help with determination.

Next Meeting / Adjournment

Meeting adjourned at 2:42 p.m. The next meeting is scheduled for June 3rd, 2021.

PowerPoint Presentation

Slide 1

Pinellas County
Enterprise GIS

Steering Committee Meeting
March 4th, 2021

Slide 2 — Agenda

- Call to Order
- Welcome & Introductions
- Citizens to be Heard
- Approval of minutes from the December 3rd, 2020 Meeting
- Working Group Presentation (Capes / Munro)
  - Budget Support
    - Aerial Strategy – **Voting Item**
    - FME Software – **Voting Item**
  - GIS Projects Overview
  - ArcMap to ArcGIS Pro Transition
- Open Discussion (Twitty)
- Next Meeting/Adjournment (Twitty)

Slide 3 — Working Group Updates

- Working Group Presentation (Capes / Munro)
  - Budget Support
    - Aerial Strategy – **Voting Item**
    - FME Software – **Voting Item**
  - GIS Projects Overview
  - ArcMap to ArcGIS Pro Transition

Slide 4 — Aerial Strategy

- The eGIS Team is working on the creation/release of an Aerial RFP
- Looking for Steering Committee support to accompany budget request for 2022 and beyond
- Oblique Only $155K, Ortho and Oblique $196K

Voting Item:
Recommend support of County enterprise GIS to procure ortho and oblique aerial photography products annually.

Slide 5 — FME Software

- FME Software manages and process GIS data on a regular (scheduled) basis. Departments that benefit include BTS, OTI, Building and Development, Sheriff Office, Public Works, Emergency Management, and many more.
- Annual maintenance is about $7500/year ($5000 OTI & $2500 BTS)
- BTS needs have outgrown our current licensing and we are looking to implement an Enterprise License at a cost of $35,000/year.
- Over $100k to purchase server licensing outside of an Enterprise agreement
- Looking for Steering Committee support to accompany budget request for budget year 2022 and beyond.

Voting Item:
Recommend support of and Enterprise FME license to meet the County's growing business demands.

Slide 6 — GIS Projects – Wrap-up / Completion

- Completed
  - GIS Test Environment Setup
  - Phase 1 of eGIS.PinellasCounty.org Deprecation
- Soon to Wrap-Up
  - Initial 3D Base Map Creation
  - Safety and Emergency Services Routing Server Setup
  - Crime Viewer Emailer Upgrade (Campaign Enterprise)
  - Development Environment Setup

Slide 7 — Additional Active GIS Projects

- Upgrading GIS Infrastructure from 10.6.1 to 10.8.1 (April 2021)
- Moving Field Apps from AGOL to Enterprise Portal
- Okta Integration with GIS
- Cityworks Upgrade (EAM Software)
- Supervisor of Elections GIS based Voter Information
- Hurricane Preparation & Damage Assessment
- Phase 1 Implementation of ArcGIS Indoors
- AIRS Application
- GIS Data Catalog

Slide 8 — ArcMap to ArcGIS Pro Transition

VIDEO ArcGIS Pro: An Introduction	47 Minutes	Requires Maintenance	
WEB COURSE ArcGIS Pro Basics	50 Minutes	Free	
WEB COURSE Getting Started with ArcGIS Pro	5 Hours, 30 Minutes	Free	
VIDEO ArcGIS Pro: Tips and Tricks	42 Minutes	Requires Maintenance	
DOCUMENT ArcGIS Pro Terminology Guide	6 Pages	Free	

Prerequisite to Esri Instructor Led ArcGIS Pro Training Classes:

- ArcGIS Pro: Essential Workflows
- Migrating from ArcMap to ArcGIS Pro
- Creating and Editing Data with ArcGIS Pro

ArcMap to ArcGIS Pro Transition

- ArcGIS Pro: Essential Workflows
  - 3 Days (36 credits)
  - Less Experienced ArcMap Users
- Migrating from ArcMap to ArcGIS Pro
  - 2 Days (24 credits)
  - Experienced ArcMap Users
- Creating and Editing Data with ArcGIS Pro
  - 2 Days (24 credits)
  - TBD

Class	Students	Classes	Total Credits	Total Employees
Essentials of ArcGIS Pro	15	5	180	75
Migrating from ArcMap	15	5	120	75
Editing with ArcGIS Pro	15	2	48	
			348	150

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Open Discussion

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Next Meeting/Adjournment

Upcoming Meetings:
- June 3rd, 2021
- September 2nd, 2021
- December 2nd, 2021

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