

eGIS Steering Committee  
Meeting Minutes  
January 7<sup>th</sup>, 2022  
2:32pm – 3:26pm

## 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 - ABSENT  
Tom Almonte – Assistant County Administrator - ABSENT

### Attendees

Joe Borries – Emergency Management	Thuyen Buendia – Business Technology Services/eGIS
Jeremy Capes – Utilities	Marcia Colby – Public Works
Jill DeGood – Pinellas County Sheriff's Office	Jim Fogarty – Safety and Emergency Services
Lisa Foster – Public Works	Allison Goldberg – Business Technology Services/eGIS
Belinda Huggins – Business Technology Services	April Klimkoski – Business Technology Services/eGIS
Tom Lancto – Pinellas County Sheriff's Office	Susan Leverette – Office of Asset Management
Blake Lyon – Development Review Services	Daniela McDougall - Utilities
Jamie Munro - Business Technology Services/eGIS	Eric Pieniak – Utilities
Jeff Rohrs – Business Technology Services	Alan Shellhorn – Planning
Toni Smith - Business Technology Services/eGIS	Matt Still - ESRI
Michael Zugelder - ESRI	

## Agenda

1. Call to Order
2. Welcome and Introductions
3. Citizens to be Heard
4. Approval of Minutes from the September 2<sup>nd</sup>, 2021 meeting
5. Working Group Presentation
  - a. Housekeeping
  - b. Upcoming Events
  - c. GIS Projects Review
  - d. Pinellas County GIS Governance – **Voting Item**
6. Open Discussion
  - a. Steering Committee Membership
7. Next Meeting – Schedule for 2022
8. Adjournment

## Call to Order

The meeting was called to order at 2:32pm by Mike Twitty. This is the twice rescheduled meeting from December 2021.

## 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 September 2<sup>nd</sup>, 2021 meeting. Motion to approve minutes from Jason Malpass, seconded by Bryan Zumwalt, all in favor. Minutes approved.

## Working Group Presentation

### Housekeeping

It was brought to attention that on the eGIS Steering Committee public webpage there are some documents that are out of date. Jamie Munro will be updating those.

### Upcoming Events/Professional Development

Jamie Munro mentioned that there were two ArcGIS Pro Instructor Led classes that were completed in December. As for the upcoming ESRI conferences: Developer Summit is in March and some eGIS members will be attending, the Southeast Conference is set for April in West Palm Beach, and the User Conference is July 11-15 in San Diego. There are currently 22 of the 25 complimentary passes for the User Conference accounted for. The Southeast conference will have 10 complimentary passes available when it is announced. Other ESRI events and the Cityworks conference were shown.

### Project Updates

It was announced that the Enterprise Asset Management (EAM/Cityworks) is now live and there are over 1100 users in the EAM GIS Portal from Public Works, Utilities, Department of Administrative Services (Facilities/Fleet), Solid Waste and Parks. Bryan Zumwalt gave a big kudos to the eGIS team on their support with Cityworks implementation.

There is currently an ongoing vendor selection process with the Computer Aided Dispatch initiative.

The countywide 3D deliverable should be available soon. There were some technical issues with the merging of the deliverables which delayed the project.

The 2022 aerials flight capture was completed on January 3<sup>rd</sup>, 2022. This is more on track for a timely delivery than in previous years. Blake Lyon mentioned the recent importance of the access to the aerials (current and historic) for use with Board of Adjustments and Appeals.

Jamie Munro also went over the proposed Road and Routing Cleanup project and the Fiber Analysis project. Those projects will go before the Board of County Commissioners as potential ARPA projects on January 11<sup>th</sup>, 2022, for a vote.

No questions were asked of the current eGIS Project dashboard.

## Pinellas County GIS Governance –

Jamie Munro started the discussion on the governance with why it is needed, such as County growth, preventing department silos, empowering County departments to share applications and data, creating sustainable GIS processes and adapting GIS Roles and Responsibilities. As of right now, our ArcGIS Online organization is somewhat like the Wild Wild West with over 1,200 GIS data layers. Jamie showed a graph showing how most of our ArcGIS Online credits are being used to store data and that there is an opportunity to do a major clean up and start marking data authoritative.

The County has already setup Development (DEV), Test (TEST) and Production (PROD) portals and the GIS Working Group is establishing the future workflows:

- DEV Portal – the user has an idea of an application, and they will develop it in the Dev portal.
- When the idea is ready to move to the TEST portal (which a PRE-PROD environment), a request to eGIS will be made to move it to the TEST portal. This is where QA testing will be done to the application, but any changes needed will be done at the DEV portal.
- Once all testing is approved, a request to eGIS will be made to move it to the Production portal.

There will be 4 different “process gates”:

- User (My Content) – Individual user/member
- Department/Division (Group) - (Planning, Sheriff, Utilities, etc.)
- Countywide (Enterprise Portal) – All Groups
- Public (Everyone)

The “process gates” are determined by who the applications are shared with (User, Department, Countywide, Public). If the user is creating something that will be shared with their department or division, it is recommended to follow the DEV/TEST/PROD workflow. If the application is to be shared countywide or to the public then it is mandatory to follow the DEV/TEST/PROD workflow. This is because it will need additional checks applied for things such as ADA compliant, are the permissions set properly, can the data be shared, etc.

Applications and/or data that DO NOT follow the DEV/TEST/PROD workflow are essentially “un-supported” when regular deployments cause disruptions. The concept of having a DEV/TEST/PROD workflow allows for new deployments to be vetted before the PROD deployment. This will mitigate system disruptions and align with user expectations once the new change is deployed in PROD. If an application only exists in PROD, there is no way to test the deployment impacts if versions do not exist in DEV or TEST. If a system is critical and/or used by many stakeholders where downtime is not tolerable, it should follow a DEV/TEST/PROD workflow to mitigate those potential issues.

eGIS is also currently acquiring supporting software which will assist in promoting applications from one environment (portal) to the other instead of having to do it manually. This will facilitate the application deployments to support the DEV/TEST/PROD discussed. The software also has a cleanup my org portion which will help with cleaning up data and applications.

This governance document is still being finalized and Jamie wanted to give a shout out to Michael Zugelder from ESRI for his help with this governance document. It isn't ready for a vote, but the committee wanted to put in their recommendation for support.

## Pinellas County GIS Governance Support – Recommendation

Motion: Bryan Zumwalt motioned for the Steering Committee to continue to support and monitor the Governance brought forth and delegate the implementation to the Working Group.

Motion seconded by: Jason Malpass seconded with a caveat of a fast pass option for emergencies. Jamie showed in the document that there is an emergency section. All in Favor.

## Open Discussion

- Bryan Zumwalt mentioned that this would be his last meeting as a committee member and vice-chair because of the merge between Office of Technology and Innovation and Business Technology Services. Bryan is in discussion with the County Administrator as to who his replacement should be and will hopefully know by next week. Bryan will still be involved in the meetings but not as a committee member. Mike Twitty gave kudos to Bryan for serving on the committee and taking on the vice-chair role. A new vice-chair will need to be voted on in the next meeting.
- Mike Twitty mentioned that the public eGIS Steering Committee webpage needed to have Marc Gillette's title changed to Chief Deputy.
- Mike Twitty wanted to wish Michael Dawson the best in his new adventure and recognized his efforts as part of the eGIS Team and that he has been a super valuable member.
- Jason Malpass introduced Tom Lancto as the director of the new PRIME entity (Pinellas Regional Informational Management Enterprise). Tom proceeded to talk about the countywide Computer Aided Dispatch (CAD) implementation effort in which the county and Municipal partners are working together to find a unified solution. Currently, they are in the RFP process of having vendor demos and in the next few weeks will have deeper dives with specific vendors. The plan is to have a vendor selected by the end of February. The solutions are GIS centric so they will be leaning on eGIS to see how to best handle data and information. Bryan Zumwalt congratulated Tom on his new position. Jason also mentioned that someone from PRIME or Jim Fogarty from Public Safety Services could be a good fit as a member on the eGIS Steering Committee to represent external PRIME partners.


## Next Meeting / Adjournment

Meeting adjourned at 3:26p.m. The next meeting is back to the regular first Thursday of the month (quarterly) and is scheduled for March 3<sup>rd</sup>, 2022, followed by June 2<sup>nd</sup>, September 1<sup>st</sup> and December 1<sup>st</sup>. The eGIS Working Group meetings are the second Thursday of every month.

# PowerPoint Presentation

## Pinellas County Enterprise GIS

### Steering Committee Meeting January 7<sup>th</sup>, 2022



## Agenda

- Call to Order
- Welcome & Introductions
- Citizens to be Heard
- Approval of minutes from the September 2<sup>nd</sup>, 2021 Meeting
- Working Group Presentation (Lyon / Munro)
  - Housekeeping
  - Upcoming Events
  - GIS Projects Overview
  - Pinellas County GIS Governance – **Voting Item**
- Open Discussion
  - Steering Committee Membership
- Meeting Schedule for 2022
- Adjournment



## Upcoming Events / Professional Development


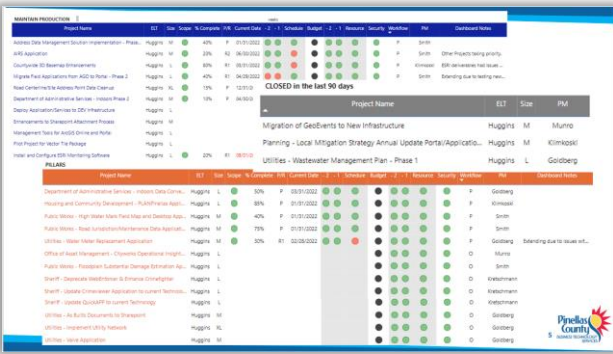
- Completed Migrating to ArcGIS Pro Class – December
- Completed Editing in ArcGIS Pro Class – December
- Additional Esri Event dates →
  - International UC – 25 Passes
  - Southeast UC – 10 Passes
- Cityworks Conference  
December 7-9, 2022  
Salt Lake City, UT

Date	Event Name	Location
February 8-9, 2022	Esri Federal GIS Conference	Washington, DC
March 5-7, 2022	Esri Partner Conference	Palm Springs, CA
March 8-11, 2022	Esri Developer Summit	Palm Springs, CA
March 17-18, 2022	Esri Midwest User Conference	Chicago, IL
April 6-7, 2022	Esri Public Sector CIO Summit	Redlands, CA
May 10-11, 2022	GIS for a Sustainable World	Geneva, Switzerland
July 6-12, 2022	Education Summit @ Esri UC	San Diego, CA
July 11-15, 2022	Esri User Conference	San Diego, CA



## Project Updates

- Enterprise Asset Management (EAM) – LIVE!
  - Utilities, Public Works, DAS – Facilities, DAS – Fleet, Solid Waste, Parks
- Computer Aided Dispatch Vendor Selection – Ongoing
- Countywide 3D Deliverables – Soon
  - Merging the individual deliverables
- 2022 Aerials – Flight Capture Completed January 3, 2022





## Potential ARPA Projects – January 11 Vote

- Road and Routing Cleanup
 



CAD & GIS Data and Integration Project	Connected to the Consolidated CAD System. Develop improved data management tools and real-time traffic routing specific to emergency response needs to improve operational awareness and expand current routing functionality. Normalize data across many of the County local municipalities and support a data collaborative to improve 911 and law enforcement access to critical spatial data. These would correspond to integrate to get parcels and streets.	9 months (Q2 2022 – Q4 2022)	\$900,000	1 - Public Health
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- Fiber Analysis Project
 

Fiber Analysis Project	Implement fiber analysis and management tools in GIS to support data driven decisions and improve the management of the fiber infrastructure within the County.	12 months (Q1 2022 – Q1 2023)	\$330,000	6 - Government Services
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## Why GIS Governance?

- County GIS Growth and Maturity
- Empowering County Departments
- Preventing Silos of the Past
- Sharing Applications and Data
- Sustainable GIS Processes
- Adapt GIS Roles / Responsibilities

## ArcGIS Online Today

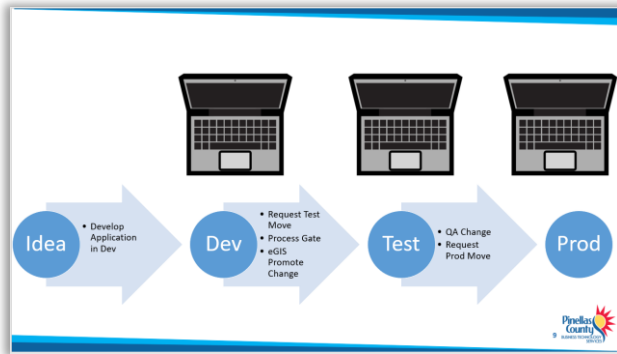
• Wild Wild West [www.arcgis.com](http://www.arcgis.com)

- 1,200+ GIS Data Layers

024 12 2022 12:00:00 AM GMT -04:00 2022 12:02 PM GMT  
80,257 of credits utilized this period

Layer	Storage	Views	Usage	Created	Last Modified
Pinellas County GIS	37,688.47 MB	2,415.75	47.44	10/5/2011	12/2/2022
Pinellas County GIS	2,415.75 MB	105.51	10/5/2011	12/2/2022	



### Process Gates

Use **RECOMMENDING** to follow Dev/Test/Prod workflows.

- User
- Department/Division
- Countywide
- Public

**MUST follow Dev/Test/Prod workflows.**

Enterprise Portal (all groups)

- Everyone (Public)
- Group (Planning, Sheriff, Utilities, etc.)
- My Content (Individual User/Member)

More Authoritative

Less Authoritative

Applications/Data that **DO NOT** follow the Dev/Test/Prod workflows are essentially "un-supported" when deployments cause disruptions.

**Pinebluff County**

### Process Gates

	User	Division/Department	Countywide	Public
Naming Standards		X	X	X
Metadata Standards		X	X	X
Infrastructure Review		X	X	X
Reduce Data Duplication	X	X	X	X
ADA Compliance				X

**RECOMMENDED**

**REQUIRED**

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### Next Steps

- Steering Committee - Support the Concept
- Working Group – Operational Details
- eGIS – Acquire Supporting Software

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### Open Discussion

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### Next Meeting/Adjournment

**Working Group Meetings:**

- January 13, 2022
- February 10, 2022
- March 10, 2022
- April 14, 2022
- May 12, 2022
- June 9, 2022
- July 14, 2022

**Steering Committee Meetings:**

- January 7, 2022
- March 3, 2022
- June 2, 2022
- September 1, 2022
- December 1, 2022

**Pinebluff County**