CGIS STAKEHOLDER GROUP MEETING NOTES – February 6, 2013

Stakeholders in Attendance:

Richard Appleyard –BDS
Dan Bauer - BTS
Steve Beedle – PPB
Ben Berry - BTS
David Blitzer – PBEM
Leon Hart – PF&R
Geoff Chew – PWB
Debbie Douglas – BES
Matt Freid – BES
Baron Howe - BES
Kevin Martin – BP&S
Carmen Merlo - PBEM
Glenn Raschke – PP&R
Hassan Razzaki – BTS
Ralph Smith – OMF
Kevin York – PBOT
Carol Dargatz – Esri
Bryce Gartrell – Gartrell Group
Micah Babinski – BTS/CGIS
Trevor Smith – BTS/CGIS
Mike Quetel – BTS/CGIS
Mitch Vanderperren – BTS/CGIS
Amy Esnard – BTS/CGIS

1. BTS Governance – Amy Esnard
   - Changes in BTS Leadership
     Introductions to Ben Berry, BTS CTO and Dan Bauer, BTS Interim Business Solutions Manager

2. CGIS Project Update – Mike Quetel
   See PowerPoint slides 4-7*
   - PortlandMaps Refresh: team is targeting Phase 1 completion in late March
   - Address Model: CGIS is working with BPS, BDS, PDC, PBOT, BOEC and Metro to create "baseline" dataset; Request intake (RID) to formalize project soon; Researching data models; CGIS discussing interim process improvement with BDS on address creation
   - ArcGIS 10.1 Upgrade: RID for install package development approved on 12/6; Working with OSS team on build/test now; Anticipate completion before 3/1; Discussion with bureaus on timing of migration(s) to begin soon
   - Other Activities: BDS migrating from Garth to MapWorks during March LCR. CGIS assisting with training and configuration; RID for TrackIT to Hansen feasibility accepted on 1/10. Anticipated start in Q2 2013; CGIS anticipating a RID for BES DME upgrade soon; CGIS in early discussions with BDS on address assignment DME; CGIS participating in regular GIS & ITAP meetings; CGIS participating in regular GIS & RegJIN meetings

3. CGIS Budget Review – Ralph Smith
   - The base GIS rates went down $37,374 from the draft rates that were reviewed at the December 3rd stakeholders meeting.
   - BTS has four add back decision packages that will raise GIS rates if approved. All of these add backs are in the Production Services program and the impact on GIS is due to changes in the cost of the Storage Area Network.

4. CTO Message – Ben Berry
   See PowerPoint slide 15*. Previous experience as a key GIS stakeholder at ODOT and at Multnomah County, Ben described his view of GIS to be an essential part of IT and in government; As the Executive Sponsor for the CGIS Strategic Planning effort, Ben emphasized the value of consensus in the 'go forward' strategy; collaborative approach in taking the business of City government to the next level by improving the way bureaus and divisions work together and with outside partners – expanding the enterprise of government; the Strategic Planning process that Amy and her team is leading, will capture a shared vision for the City government enterprise and expanded enterprise with outside partners, then refined in focus groups, where articulated strategies will be aimed at key IT and GIS initiatives; Ben's participation in the Strategic Planning process will come near the end, where he will synthesize his vision with the captured/shared vision of the Stakeholders.

5. CGIS Strategic Planning
   - Carol Dargatz, Esri Training Specialist, presented the plan for incorporating Bureau's training needs into the overall strategic process, as it will help support the planning, budgeting and professional development throughout the city's GIS community. She will continue to join the strategic planning discussions and meet with bureaus to define individual/group/project/bureau training needs.
- Bryce Gartrell, Consultant with TGG, reviewed the GIS Strategic Planning Process map – **see PowerPoint slide 9***

6. Next Meeting Date – **April 3, 2012 11:00AM**

**(Please refer to meeting PowerPoint presentation: CSG_MTG_020613.ppt*)*