Arkansas Geographic Information Systems Board

Arkansas State Capitol
500 Woodlane Street
Senate Room 207
Little Rock, AR 72201

Meeting Minutes
Wednesday, July 31, 2019
10:00 A.M. -12:00 P.M.

➢ GIS Board Chair, Ms. Sharon Hawkins calls meeting to order 10:05 A.M.

➢ Chair Welcomes and Acknowledges Guests

➢ Roll Call

GIS Board Members Present:
Ms. Sharon Hawkins, Chair
Mr. Matthew Charton, Vice Chair
Mr. Marion Scott Foster
Mr. Clay Causey, designee for Ms. Yessica Jones
Mr. Russell Gibson
Dr. John Dennis
Honorable Beth Rush
Honorable Rusty McMillon
Dr. Stephen O'Connell, designee for Ms. Amy Whitehead

GIS Board Members Absent:
Mr. Cody Decker
Mr. Taylor Wynn

AGISO Staff Present:
Mr. Shelby Johnson, Arkansas Geographic Information Officer
Mr. Jonathan Duran, AGIO Deputy Director
Ms. Amber Reynolds, AGIO Administrative Assistant
Ms. Lara Wood, AGIO Senior GIS Analyst
Mr. Wes Garrett, AGIO Senior GIS Analyst
Ms. Jennifer Wheeler, AGIO GIS Analyst
Mr. Wes O’Donohue, AGIO Senior GIS Analyst

Division of Land Surveys Staff:
Mr. John Thornton, State Surveyor
Mr. Daniel Phillips, Professional Surveyor, Monument Program Coordinator
Ms. Niki Vandiver, Plats Coordinator
The Agency is now part of the Department of Transformation and Shared Services and our department is attending and participating in various leadership and TAT (Transformation Action Team) meetings. These activities are geared around the logistics of merging independent agencies under one new umbrella.

The Agency is now part of the Levee Task Force following the devastating flood of Spring 2019. This task force has been extremely active since July, with Shelby Johnson attending 5-6 meetings so far. A preliminary report will be produced in October, with a final report
that will go to the Governor in December 2019.

In regard to activism and advocacy, AGIO will be participating in the first 911 Board meeting on August 2019. The Agency’s data will be fed into the new 911 system for Arkansas. Also, Jennifer Wheeler attended the Elections GeoSummit in Washington, DC. GIS involvement plays a big role in Census and redistricting regarding election administration and election management.

A special report was given by Daniel Phillips on the Corner Restoration Program and Administrative Review. To begin, Mr. Phillips noted an increase in fees proposed to the Land Survey Advisory Board for corner restoration by $50.00 for several counties that haven’t had a corner restoration in at least 4 years. Also proposed, was increasing the fees for corner restoration of corners with coordinates supplied by ½ a foot or better precision by $50.00. Minor revisions were made to the corner specifications, including making it mandatory to list coordinates, to a 40-foot precision. Mr. Shelby Johnson noted the request made by the Agency for additional funding for corner restoration to the Governor’s Rainy-Day fund. At this point, that request is being reviewed. Updates on this item will be made in the future.

Discussion of corner restoration followed.

A short presentation of the 2019 Flood Response was given by Mr. Shelby Johnson. It was noted that this was the first time the Arkansas Department of Emergency Management (ADEM) has gone to a level one activation and used every support function available. There were ten Emergency Support Services (ESS) activated and working in 12-hour shifts. The biggest part of the activity was road closures due to inundation, which was provided on a large, live map displayed in the Emergency Operations Center (EOC). AGIO also mapped critical infrastructure along the river at risk of flooding such as waste water treatment plants, etc. By mapping these sorts of risks for decision support, mitigation was done to stem flooding by sand bagging. Also, aerial photography was done during the flood by ARDOT. Initially, only the corridor and ARDOT facilities were going to be mapped, however, the mission was expanded. Because of the clear skies in Arkansas, ARDOT was able to fly various areas at the crest of the river, yielding very good documentation and data of this flood. Various imagery of the flooding was shown, including levee failure.

Discussion followed.

➢ Old Business

➢ Cadastral Standard, Mr. Jonathan Duran
High points were made during the Agency Report by Mr. Shelby Johnson, though the Agency has published the Cadastral Standard in the newspaper, and it is open to public comment from August 1-31, 2019. Once that time period is over, it is then up for final approval by the Administrative Rules Subcommittee and then to legislative council. The process should be done by the end of the calendar year.

➢ Plats Archive and GIS Office FOIA protocol, Mr. Shelby Johnson
There have been twelve FOIA document requests for May, June and July 2019. Discussion followed on how the surveyor could be informed of his/her survey being requested.

Motion: By Mr. Marion Scott Foster to create a location online for surveyors to check to see if a FOIA for a survey they prepared has been requested.
Second: Dr. John Dennis
Motion carries
New Business

Board Expense Reimbursement & Board Authorization of Agency Purchasing Card Use for Board Meeting Expenses* Mr. Shelby Johnson

Motion: by Honorable Beth Rush to adopt expense reimbursement for board member travel and use of the Agency Purchasing Card for board meeting expenses.
Second: Dr. John Dennis
Motion Carries

Arkansas 911 Board, Mr. Shelby Johnson
Mr. Shelby Johnson stated that the first meeting is Monday, August 19, 2019, but doesn’t look to see any action until the board gets organized.

Discussion followed.

Proposed Revisions - Standards of Practice for Property Boundary Surveys and Plats, Division of Land Surveys, Mr. Shelby Johnson & Mr. Daniel Phillips
The Standards of Practice for Property Boundary Surveys and Plats has not been updated in about a decade. It is currently being reviewed by the Land Survey Advisory Board. Mr. Daniel Phillips stated they are looking at several changes including, adding an index, updating wording and statutes on many pages of the document. These changes will have to go through a process including posting a public comment time period before being completed and approved.

2020 GIS Board meeting dates, Ms. Sharon Hawkins
GIS Board meeting dates are listed as:
March 4, 2020
June 3, 2020
September 2, 2020
December 2, 2020

Discussion followed.

Adjourn

Motion to adjourn: Honorable Rusty McMillon
Second: Mr. Marion Scott Foster
Motion carries

Meeting Adjourned – 12:05 P.M.

Next Meeting: To be held during the GIS Users Forum Symposium in Eureka Springs (October 30th 1:30 – 3:30 pm tentatively)

*Requires Board Action