



Department of Transformation and Shared Services

Governor Asa Hutchinson

Secretary Amy Fecher

Director Shelby Johnson

GIS BOARD QUARTERLY MEETING MINUTES

via Zoom Video Conference

Wednesday, March 3, 2021

Board meeting called to order at 10:01 a.m. by Ms. Sharon Hawkins, GIS Board Chair. Roll call taken to establish a quorum. Quorum of members present; meeting proceeded.

- **GIS Board Members Present:**
 - Ms. Sharon Hawkins, Chair
 - Mr. Matthew Charton, Vice Chair
 - Mr. Jonathan Askins
 - Mr. Russell Gibson
 - Mr. Randy Puckett, Designee for Scott Lane
 - Mr. Darin Mitchell
 - Mr. Doug Melton
 - Mr. Terry Cleaver
 - Honorable Beth Rush
 - Mr. Scott Foster
 - Dr. Cody Decker

- **GIS Board Members Absent:**
 - Ms. Amy Whitehead
 - Honorable Rusty McMillon

- **GIS Office Staff Present:**
 - Mr. Shelby Johnson, Director
 - Mr. Jonathan Duran, Deputy Director
 - Mr. Daniel Phillips, State Surveyor
 - Ms. Jennifer Wheeler, GIS Senior Analyst
 - Mr. Thomas Melton, GIS Analyst
 - Ms. Nita Weeks, Administrative Specialist

- **Guests:**
 - ARCAN for PBS

- **Approval of GIS Quarterly Board Meeting Minutes, December 2, 2020**
 - Motion to approve:** Mr. Russell Gibson
 - Second:** Ms. Beth Rush

- **Welcome** and opening remarks by Ms. Sharon Hawkins, Board Chair
 - Introduction of two new members:
 - Jonathan Askins, State Technology Officer with DIS. Mr. Askins is replacing Yessica Jones

Arkansas Geographic Information Systems Board

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- Doug Melton, Private sector consultant. Mr. Melton is replacing Mr. Taylor Wynn.
 - Announced that ARCAN would be streaming the meeting. The stream will be available for 30 days at the ARCAN website.
- **Agency Report** presented by Mr. Shelby Johnson
 - Board group photo is out of date and needs to be retaken to include new members. It was also suggested that each member review their biography on the website and submit changes as needed.
 - Reviewed usage and statistics for Division of Land Surveys.
 - Announced new staff member, Mr. Steven Martin, P.S., who is to join Land Survey Division on March 15, 2021.
 - Advocacy and Outreach
 - 911 Board and Next Gen 911 - local meetings are ongoing.
 - Gap Analysis is complete, and results are under review.
 - Ms. Hawkins asked about the timeline of official county boundaries switch from draft to final. Mr. Johnson informed that the switch has already been made in the data download. Ms. Hawkins asked for an official announcement to GIS Users Forum.
- **Old Business**
 - Reviewed updates on COVID-19 response and ADH support. Mr. Johnson announced that Scott Alsbrook has joined ADH as a GIS analyst and will be working closely with GIS office.
 - NG911 update - Focus is currently local 911 service territory review meetings.
 - Searcy County parcel mapping approved by Board in December. Currently gathering data necessary for a bid request. Goal is to publish bid request at the end of March.
 - 2020 Census and Redistricting
 - Census Bureau announced it will deliver P.L. 94-171 redistricting data to the states by September 30, 2021. Typically, Arkansas would receive this data in February.
 - AutoBound Edge software training completed with CityGate GIS personnel. Training included the offices of the Attorney General, Bureau of Legislative Research, Secretary of State, and the Governor's office.
 - Recommendations for local jurisdictions were reviewed including use of 2019 ACS data.
- **New Business**
 - County impact will be substantial due to delay in Census data release.
 - CityGate has been asked for variance estimates based on 2019 ACS data. These estimates will give counties advance notice of variances they can expect and will allow them to adjust in preparation of Census data release.
 - Splitting precincts should be avoided as much as possible.
 - Mr. Johnson presented a comprehensive Legislative update, including priority items for both the Land Survey Division and GIS office.

- **Other Business**

- GIS has moved into new offices at 501 Woodlane Street, Suite G-04. Office flooded twice due to severe freezing weather.
- Mr. Johnson proposed having future in-person meetings at the Woodlane address as we have access to conference room space there.

- **Adjournment:**

Motion to Adjourn: Mr. Doug Melton

Second: Mr. Matt Charton

Unanimously approved

- **Next Meeting:**

Regular Quarterly Meeting - Wednesday, June 2 at 10:00 a.m. (tentative)

A handwritten signature in blue ink that reads "Sharon Hawkins". The signature is written in a cursive style with a large initial "S" and a flourish at the end.

Ms. Sharon Hawkins, GIS Board Chair