GIS BOARD QUARTERLY MEETING MINUTES

In-person and via Zoom

Wednesday, March 2, 2022
Timberland Conference Room, Rockefeller Building
501 Woodlane Street, Little Rock AR 72201

Board meeting called to order at 10:00 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. Matt Charton, Vice Chair
  Dr. Cody Decker
  Mr. Scott Foster
  Mr. Scott Lane
  Honorable Rusty McMillon
  Mr. Doug Melton
  Mr. Darin Mitchell
  Mr. Terry Cleaver

- GIS Board Members Absent:
  Mr. Russell Gibson
  Mr. Jonathan Askins
  Honorable Beth Rush
  Dr. John Nowlin

- GIS Office Staff Present:
  Mr. Shelby Johnson
  Mr. Jonathan Duran
  Mr. Daniel Phillips
  Ms. Jennifer Wheeler
  Ms. Katy Hattenhauer
  Mr. Casey Vannoy
  Ms. Nita Weeks

- Guests:
  Mr. Daniel Faulkner, Attorney General’s Office

Approval of GIS Quarterly Board Meeting Minutes of December 1, 2021

Motion to approve: Doug Melton
Second: Scott Lane
Unanimously approved

- Welcome and opening remarks by Ms. Sharon Hawkins, Board Chair
  Introduction of Guest Speaker, Ms. Jenna Leveille, Arizona Deputy State Cartographer and NSGIC President
- **Guest Speaker**, Ms. Jenna Leveille
  - Discussed updates for NSGIC and importance of the organization to all stakeholders

- **Agency Report** presented by Mr. Shelby Johnson
  - Mr. Johnson presented agency report
    - See Exhibit A attached
  - Mr. Johnson summarized equipment used and stressed the need for purchasing a new truck for the Land Survey Division
  - Mr. Jonathan Duran elected President-Elect at the 2021 NSGIC annual conference

- **Staffing update**
  - Recruiting to fill GIS Analyst vacancy
  - Recruiting to fill vacancy of GIS contractor vacancy for 911 Project

- **Old Business**
  - Redistricting wrap up
  - NG911 Project
  - Searcy County Update
  - Statewide Orthoimagery Funding status update

- **New Business**
  - Annual Board requirement to approve Board Member expenses for the year

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**Motion to approve Board Member expense reimbursement and State Purchasing Card Use**

- Motion to approve: Rusty McMillion
- Second: Doug Melton
- Approved Unanimously

  - Election of 2022 Officers

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**Motion to retain current officers**

- Motion to approve: Doug Melton
- Second: Cody Decker
- Approved Unanimously

  - Cleveland County request for County Assessor Mapping Program (CAMP)
    - Matt Charton recused himself from discussion and vote due to his position with DataScout

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**Motion to table any kind of approval until Board receives more information about cost and county responsibility**

- Motion: Scott Lane
- Second: Terry Cleaver
- Approved Unanimously

  - Land Survey advisory Board voted unanimously on February 2, 2022 to recommend replacement for agency vehicle
    - Current vehicle is 2008 Silverado extended cab 4x4 with 159,841 miles
    - Truck mileage averaged 2923 miles per month in 2022

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**Motion to approve new truck procurement for Division of Land Surveys**

- Motion to approve: Rusty McMillion
- Second: Darin Mitchell
- Approved Unanimously
Finalize meeting schedule for 2022
  - Suggested dates were June 1, September 7, and December 7

Motion to approve schedule
  Motion to approve: Scott Foster
  Second: Terry Cleaver

- Other Business
  None

- Adjournment:
  Motion to Adjourn: Darin Mitchell
  Second: Matt Charton
  Approved Unanimously

Next Regular Quarterly Meeting to be held on June 1, 2022 (tentative)

[Signature]
Ms. Sharon Hawkins, GIS Board Chair

6/8/2022
Date