



San Diego Geographic Information Source

Management Committee Meeting Minutes

This notice is given in accordance with the provisions of California Government Code section 54956.

Date: Tuesday September 19, 2017

Time: 9:00 am

Place: SanGIS
5510 Overland Ave., Suite 230
San Diego, CA 92123

Meeting called to Order: 9:05 am

Meeting Adjourned: 10:25 am

Management Committee Members Present:

- Scott Daeschner, City of San Diego Representative
- Ross Martin, County of San Diego Representative
- Tim Sutherland, SANDAG Representative (non-voting)

Others Present:

- Brad Lind, SanGIS Program Manager

MEETING MINUTES

1. Approve Previous Meetings' Minutes

Minutes from the September 5, 2017 Management Committee meeting were reviewed and approved.

2. Public Comment

No public comments were received.

3. Staff Reports Review

- The Committee reviewed the Landbase Error and Maintenance report and the Labor Categories report for the week ending September 17, 2017.

4. Review Financial Issues

- The Committee reviewed and approved for payment seven invoices presented by the Program Manager.
- The Committee reviewed requests from the Program Manager to issue purchase orders for liability insurance coverage, firewall support and maintenance, and replacement workstations. Brad explained the workstation replacements were in accord with the 5 year IT replacement plan. The Committee voted unanimously to approve all three requests.

5. GIS Administration, Business, and Operational Items

- Brad reported that he had identified a potential candidate for an open landbase editing position. The candidate has been interviewed and Brad requested permission to bring the person on-board through a staffing agency. The Committee reviewed the request and voted unanimously to approve the hire subject to a check on references and interview by the Operations Manager.
- The Committee discussed various items for the next SanGIS Technical Advisory Board (STAB) meeting. The Committee did not request any items be added for the next STAB meeting. Brad reported that he has requested the STAB meeting be delayed one week to October 19, 2017 to accommodate vacation schedules.
- Brad reported that the notification on removing SanGIS address fields from the parcel and lot layers would be going out during the current week. No objections were raised.

6. Discuss SanGIS Board Action Items Assigned to Management Committee

- The Committee reviewed the materials published for the September 21, 2017 Board of Directors meeting.
- The Committee discussed including an item regarding participation in the Local Update of Census Addresses (LUCA) project on the Board agenda. The Committee will request that the item be added to the November Board meeting.


7. Other Items

- Tim provided information on SANDAG organizational issues that were being addressed.
- Brad reminded the Committee that there would be no meeting on September 26, 2017 due to conflicts with Committee member schedules.

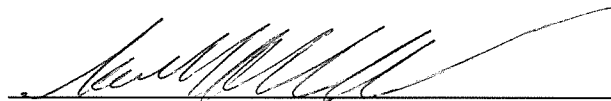
Minutes prepared by: Brad Lind, SanGIS Program Manager September 19, 2017

These minutes are approved by: Signature Date:

Ross Martin
SanGIS Management Committee
County of San Diego


_____ 10/3/2017

Scott Daeschner
SanGIS Management Committee
City of San Diego


_____ 10/3/17