



GIS BOARD QUARTERLY MEETING MINUTES

via Zoom Video Conference
Wednesday, June 3, 2020

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. Matthew Charton, Vice Chair
- Honorable Rusty McMillon
- Ms. Amy Whitehead
- Dr. John Dennis
- Mr. Russell Gibson
- Ms. Yessica Jones
- Mr. Scott Lane
- Mr. Darin Mitchell
- Mr. Cody Decker
- Mr. Kenneth Springer, proxy for Mr. Scott Foster

- **GIS Board Members Absent:**

- Mr. Taylor Wynn
- Honorable Beth Rush

- **AGIS Office Staff Present:**

- Mr. Jonathan Duran, Deputy Director, AGISO
- Mr. Daniel Phillips, PS, CFM, Monument Program Coordinator
- Ms. Maria Owen
- Ms. Jennifer Wheeler

- **Guests:**
Mr. Ivan Hoffman, Land Survey Advisory Board
Mr. Brad Nye, Attorney General's Office
- **Welcome** and opening remarks by GIS Board Chair, Ms. Sharon Hawkins
- **Approval of Minutes:** GIS Board Meeting, June 3, 2020
Motion to Approve: Ms. Amy Whitehead
Second: Mr. Russell Gibson
Unanimously approved
- **AGISO Report:** Mr. Jonathan Duran, Deputy Director, AGISO
Platform Usage Statistics
The numbers are on pace with previous years.

Budget Reviews

FY20 - Mr. Duran discussed budget cuts that are a direct result of the COVID-19 pandemic impact on state revenue. These cuts include the corner restoration projects. There was discussion on the importance of the corner restoration program.

FY21 – Funding will be again reduced and will include corner restoration. Dr. Dennis voiced concern on the ability to raise the funding to previous levels after reductions have been made.

FY18-19 Legislative Audit

Mr. Duran explained that the office's FY18-19 Internal Control and Compliance Assessment had recently been completed by the Bureau of Legislative Audit. A finding had been noted regarding a deposit delay attributable to an incorrectly mailed warrant from ARDOT during the closing stages of the MAP21 project, and the office prepared a management response explaining what occurred. The final report from Legislative Audit is expected during the fall of 2020.

GIS Office Staff Changes

The surveyor position is still open and will likely remain so into FY21 due to budget cuts. The senior GIS Analyst position left vacant by Wes Garrett taking a position in the private sector will also remain open into FY21. Dr. Dennis inquired about the status of the GIS office relocation. Mr. Duran explained the remodeling contract has been let and work is expected to be completed by October or November.

Division of Land Surveys Update

Mr. Daniel Phillips discussed finalized revisions to the new Corner Certificates and PLSS Restoration Specs.

Census Boundary and Annexation Survey

Final BAS data submitted to Census on June 2nd. Jennifer Wheeler said the BAS data reflects three to four years of work. There have been over 500 historic changes submitted to Census.

911 Board Information Update

GIS Office is involved with the 911 Board with Shelby Johnson as a Board member. The Board meets again on June 6th at 1:00 pm

2020 Census Redistricting Update

Expecting a surge in redistricting work in the future. More information will be made available at future GIS Board meetings.

COVID-19 Support Work

The GIS Office has provided support to Department of Emergency Management and Department of Health. Much of this work is shown to the public via the Governor's COVID Updates and consists of custom mapping, dashboards, and other data.

- **Old Business:**

NG911 Project Progress Report

All administrative steps are complete and ALC approval is pending the June 16th meeting. The anticipated start date is July 1st.

Little Rock School District Boundary Update

Published June 2nd with statewide school, districts, board zones and educational cooperative

- **New Business:**

Final vote on the Surveying Standards of Practice postponed to June 10th

Motion to Postpone: Mr. Matt Charton

Second: Amy Whitehead

Unanimously approved

- **Other Matters to Come Before the Board:**

Recognition and appreciation of Dr. John Dennis work with the GIS Board. His resignation from the GIS Board is effective June 30th. As has become standard practice, Dr. Dennis will be given his nameplate at his last meeting.

Russell Gibson announced Deano Traywick has joined the City of Fort Smith Utilities GIS office.

- **Adjournment:**

Motion to Adjourn: Dr. John Dennis

Second: Ms. Amy Whitehead

Unanimous approval

- **Next Meeting:**

Special Called Meeting - Wednesday, June 10, 2020 at 10:00 a.m.

Regular Quarterly Meeting - Wednesday, September 2 at 10:00 a.m.

A handwritten signature in blue ink that reads "Sharon Hawkins". The signature is written in a cursive style and is positioned above a horizontal line.

Ms. Sharon Hawkins, GIS Board Chair