



## Department of Transformation and Shared Services

Governor Asa Hutchinson  
Secretary Amy Fecher  
Director Shelby Johnson

### 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

#### Arkansas Geographic Information Systems Board

501 Woodlane Street, Suite G04 \* Little Rock, AR 72201 \* 501.682.2767  
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- **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

**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

**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

**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

**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)



Ms. Sharon Hawkins, GIS Board Chair



Date