OFFICIAL MINUTES
OF THE
MISSISSIPPI COORDINATING COUNCIL FOR
REMOTE SENSING AND GEOGRAPHIC INFORMATION SYSTEMS

NOVEMBER 14, 2003

PRESENT

Charles Chisolm, Chair, Mississippi Department of Environmental Quality
David Litchliter, Vice Chair, Mississippi Department of Information Technology Services
Bob Boteler (for Robert Latham), Mississippi Emergency Management Agency
David Shaw, Mississippi State University
Samantha Atkinson, Mississippi Municipal League
Joel Yelverton, Mississippi Association of Supervisors
Bruce Reynolds (for Chuck Carr), Central Mississippi Planning and Development District
Clay Lewis (for Steven Hale), Mississippi Development Authority
Bill Lauderdale, Supervisor, Warren County
Frank McCain, Mississippi Tax Commission
John Simpson (for Larry L. Brown), Mississippi Department of Transportation

ABSENT

Alan Nunnelee, Senator, Mississippi State Senate
James Ellington, Representative, Mississippi House of Representatives
Shirley Hall, Mayor, City of Richland
Gerald McWhorter (for Eric Clark), Secretary of State
James Sledge, Mississippi Forestry Commission
Rick Ericksen, Mississippi State Board of Registered Professional Geologists
Joe Young, Tax Assessors/Collectors Association

    The meeting of the Mississippi Coordinating Council for Remote Sensing and Geographic
Information Systems was called to order by Vice Chairman David Litchliter. It was determined
that a quorum was not present so no action was taken on the October 28, 2003, meeting minutes.
    The Council then agreed to appoint Jim Borsig as chairman of the Policy Advisory Committee.
Jim Steil was appointed as chairman of the Technical Users Committee.
    Sam Mabry suggested that Jim Borsig and Jim Steil be given a seat on the Council similar to
the Tax Commission in that they participate but don't have a vote in Council matters.
    Sam Mabry gave a brief overview of the Request for Qualifications (RFQ) that is being
prepared for advertisement.
    Cragin Knox then reviewed the entire RFQ document. He explained the general framework
and objectives of the document as well as the time frames and process involved in selecting a
contractor (s). All aspects of the document were reviewed and discussed.
    A brief discussion described the Council's active participation of some of its members serving
as the contractor selection committee and as the contract negotiation committee. Their work will
be presented to the full Council for approval.

David Litchliter asked how counties and cities could be given the option of paying additional money in order to obtain higher resolution orthoimagery if they chose to do so. Sam Mabry said the process to allow that option will be worked out. It was noted that several counties have made it known that they want to exercise that option and other counties may do likewise.

John Michael Simpson suggested that two work groups be formed to deal with: (1) outreach efforts and (2) financial and legislative issues. David Shaw volunteered to head the outreach and Charles Chisolm took the financial/legislative.

Sam Mabry led a discussion on the contractor selection/contract negotiation team and the process to be followed. The staff recommended one team, made up of Council members or one of their senior staff, which will handle contractor selection and contract negotiations. The suggested participants are DEQ, ITS, MDOT, MEMA, MAS, MML, and David Shaw with IHL. A suggested schedule was presented for important milestones necessary in order to be able to issue the contract by January 20, 2004. Project teams for the digital flood insurance rate maps (DFIRM) effort and the statewide ortho project were agreed upon. These teams will add expert technical assistance in each of these areas for developing deliverables, reviewing work orders, and other technical issues.

Sam Mabry addressed the need to develop standards, both hardware ad software, for ITS and data procurement standards for DEQ. The need for these standards is a high priority of the Council. A task force was set up to deal with these responsibilities.

David Shaw presented a Council resolution recognizing November 19 as National GIS Day.

Cragin Knox informed the Council that the next Policy Advisory Committee meeting will be held on December 15, 2003. The committee will address draft standards and the draft strategic plan.

Claude Johnson announced the first meeting of the Technical Users Committee will be held at 1:30 p.m. on December 3, 2003, at MARIS.

The next Council meeting was set for December 16, 2003, at 1:30 p.m. at DEQ.

The meeting adjourned at 3:55 p.m.