

## REGIS Advisory Committee

Wednesday July 22, 2015

9:30 a.m.

GVMC Offices

### 1. **Call To Order and Introductions, if needed**

P. Gerndt called the meeting of the REGIS Advisory Committee to order at 9:31 a.m. Introductions were made.

#### Members Present:

Paul Gerndt, <i>Chair</i>	City of Wyoming
Rick Sprague, <i>Vice Chair</i>	Kent County Road Commission
Jeff Gritter	Gaines Charter Township
Travis Mabry	City of Walker
Brodey Hill	Kent County
Steve Peterson	Cascade Charter Township
Dan VanderHeide	City of Kentwood
Ann Bouwhuis	City of Wyoming
Frank Wash	City of Walker
Teri Schut	City of Hudsonville
Robin Rothley	Grand Rapids Charter Twp.
Dave Rupert	City of Wyoming
Greg Carlino	GVMC
Jason Moore	GVMC
Jing Han	GVMC
Erin Haviland	GVMC
John Weiss	GVMC
Margaret Chappetta	GVMC

### 2. **Approval of June 17th, 2015 REGIS Advisory Committee Meeting Minutes**

With no questions Gerndt called for approval of the June 17th, 2015 REGIS Advisory Committee meeting minutes.

**MOTION** by S. Peterson, **SUPPORT** by J. Gritter, to approve the minutes of the Wednesday, June 17<sup>th</sup>, 2015 REGIS Advisory Committee meeting minutes.

### 3. **Review of eREGIS Feedback**

P. Gerndt mentioned that during the last meeting everyone was asked to give their feedback on what the front door of the eREGIS page should look like as well as what mobile applications to convert next. J. Moore asked everyone to go around the table for their feedback. The consensus is that people are unfamiliar with eREGIS and what it can do for them. Suggestions were made for more outreach to the communities to help educate the users on the eREGIS applications available to them. It was also suggested that the front door of the eREGIS page be cleaned up. S. Peterson suggested that the Cemetery Finder be made into a mobile application. He stated that would be helpful for Cascade Charter Twp. J. Weiss asked how the Advisory Committee thinks

REGIS should get the message out about eREGIS. One suggestion from S. Peterson was communicating internally with each community users on the eREGIS system. Should come from the supervisors and managers and make it a commitment to learning and using the system. P. Gerndt suggested an open house type of event. J. Gritter said just post a basic letter or email letting the users know of eREGIS and what it can do for them. J. Weiss suggested a lunch and learn, coming to each of the communities. Finally it was suggested by T. Mabry that constant communication is needed.

A report was passed out Google Analytics for eREGIS Mapping. J. Moore stated that J. Han could explain this to the group. J. Han stated the report has three parts, the first part is the overall hits, the second is for public map portal hits and the third is for internal hits. The purpose of this report is to see how many hits each map application was receiving over a period of one month. Overall it shows the Utility Finder receiving 75 hits. J. Weiss stated that the Utility Finder hits should be double.

#### 4. **GPS Discussion**

J. Moore explained the currently REGIS has two GPS Units, one is a Trimble GEO Explorer that was purchased in 2008 and the other one is a Trimble Backpack Unit that is roughly 15 years old. The GEO Explorer costs roughly \$500 annually and is currently not being utilized. The Backpack Unit does not cost any money and is also not being utilized. J. Moore stated that if the communities would let REGIS know what GPS Units they have, then REGIS can help with their technology so that it can talk to REGIS. Does REGIS need to continue paying for the Trimble GEO Explorer unit or do enough communities have their own units making this unit not needed. S. Peterson stated that this dovetails the conversation about eREGIS and educating them on what is available for the users to utilize. P. Gerndt asked if the other communities could let REGIS know the type of units they have and whether they would be willing to share their units with other communities.

#### 5. **Data Center Project Status**

J. Weiss mentioned this is a work in progress. In terms of budget, REGIS has \$49,000 from this year's budget and \$60,000 from next year's budget being used to upgrade the data center. Hopefully by the 2<sup>nd</sup> quarter of next year the data center upgrades should be completed. REGIS will work hard to minimize the shutdowns for the users. The report will go to the Technical Committee next week.

J. Moore stated that we have a database that holds all the data for REGIS. Currently REGIS is using Oracle for the maintaining of their data. Evaluating whether to switch from Oracle to SQL Server. G. Carlino explained that the current Oracle system takes a lot of resources and upkeep. Currently REGIS is not running the most optimal server operating system to support it. The main concern is whether to switch from one operating system to another; will that increase performance of the system. Once the hardware is upgrade; this project will be tackled. SQL Server is easier to use. P. Gerndt stated that once the upgrade is complete that REGIS will be more in line with the standards used throughout the county.

## 6. Other items of Business/Updates

- **Regional Projects**

- **Road Problem Reporting Map Application**

R. Sprague stated that the Road Commission is doing a website redesign and one issue was people will call to report an issue and the Road Commission doesn't always know where the location is at or who is responsible for the maintenance on that particular location. The idea was to create a web application where people can go online and report their road issue. This would be a great tool to be linked to all the communities' websites.

- **Non-Motorized Map Application**

J. Moore stated that REGIS is working with Transportation to create a basic map viewer application called the non-motorized facility finder. It will address, what is existing, what is purposed, and what is funded.

- **Advisory Committee Priority List Status Update**

A list was passed out showing the progress of the priority list, J. Moore went over the list with the group, the list is ongoing.

- **Upcoming Statewide Meetings/Conferences**

- **MiCamp Conference-September 9-11<sup>th</sup>, Boyne Falls, MI**

- **Statewide GIS Users Meeting-August 6<sup>th</sup>, Midland, MI**

- **Southwest Michigan GIS Users Meeting-August 25<sup>th</sup>, UpJohn Institute, Kalamazoo, MI**

J. Moore explained upcoming meetings/conferences, he encouraged others to attend. These meetings/conferences are not just for GIS Users.

- **Upcoming Presentations**

- **9/10/15 Kent County Assessors Association**

- **11/19/15 Kent County Clerks Association**

These were discussed during the last meeting.

## 7. Committee Comments, Round Table

G. Carlino stated that he would like to work on a data dictionary; this online document would reference all fields within the table. Is this something that would be utilized?

## 8. Miscellaneous

None

## 9. Adjournment

With no further items of discussion, the meeting was adjourned by Gerndt at 10:49 a.m.