

REGIS Advisory Committee

Wednesday June 17th, 2015

9:30 a.m.

GVMC/REGIS Offices

1. Call To Order and Introductions, if needed

P. Gerndt called the meeting of the REGIS Advisory Committee to order at 9:30 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 VanSetters	City of Lowell
Jeff Gritter	Gaines Charter Township
Rachell Nagorsen	City of Walker
Sue Becker	Alpine Township
Brodey Hill	Kent County
Doug Kadzban	Village of Sparta
Steve Peterson	Cascade Charter Township
Dan VanderHeide	City of Kentwood
Rich Houtteman	City of Kentwood
Ann Bouwhuis	City of Wyoming
Jason Moore	GVMC
Jing Han	GVMC
Erin Haviland	GVMC
John Weiss	GVMC
Margaret Chappetta	GVMC

2. Approval of May 20th, 2015 REGIS Advisory Committee Meeting Minutes

With no questions Gerndt called for approval of the May 20th, 2015 REGIS Advisory Committee meeting minutes.

MOTION by S. Peterson, **SUPPORT** by R. Sprague, to approve the minutes of the Wednesday, May 20th, 2015 REGIS Advisory Committee meeting minutes.

3. Data Center Health Check-Up

J. Moore explained that at the end of May an in depth audit was completed at the Data Center, all data and hardware. Trivalent is still working on this. Not everything was backed-up or covered under a maintenance plan. 1st phase is complete. Contracts signed yesterday so that everything has been backed-up or covered under a maintenance plan until the end of the fiscal year.

4. Current State of Online GIS Applications

J. Moore explained the current state of the Online GIS Applications. A packet was passed out explaining the eREGIS Map Applications. This gives a picture of where REGIS is at currently. GISBIZ was hired to convert the Parcel Finder and the Utilities

Finder to HTML5 so that they can run on any operating system (platform). Moving forward the next step is to determine which application REGIS should convert next. This is where feedback is needed from the Advisory Committee. J. Weiss stated that the issue is that there are many front doors to get into the house; many of these applications do the same thing. J. Moore asked how many people are using these applications such as Sales Ratio, Sales Analysis. BS&A offers these kinds of tools as well. J. Weiss asked the Advisory Committee what they would like to see converted next. S. Peterson asked what J. Moore suggested be converted next. J. Moore replied stating that the Planning and Zoning Finder followed by the Cemetery Finder should be converted. Then if the Sales Ratio and Sales Analysis are not being used, then let's get rid of those doors. J. Weiss mentioned putting together a small (survey) asking for feedback on what application to convert next. Sprague suggested figuring out how many external hits are being done on each application. J. Han will set up something through Google Analytics for one month to track the external hits on each application.

5. Training Program Scheduling Discussion

J. Weiss mentioned that the current training model is inefficient and poorly managed. We need to come up with a more effective way to train. Would it be worthwhile to go to each community for training, or have those users come to REGIS, this is what needs to be determined. J. Weiss stated he would like the Advisory Committee to help the Board determine what will be more efficient. A. Bouwhuis suggested on-demand training. Nagorsen stated that the training workbooks have been very helpful. D. VanderHeide suggested webinars or video style trainings. B. Hill mentioned that ESRI also offers many free training classes (training videos) on their support website.

6. Website Makeover

J. Weiss stated the website was outdated and hard to navigate. J. Han began efforts of moving the old site to Grand Valley Metro's website. J. Moore demonstrated the new link for the REGIS website under the GVMC's website. Work in progress.

7. Other items of Business/Updates

- **Roll of Advisory Committee**

J. Weiss mentioned that this committee will be the committee that will be utilized for technical and program decision making moving forward. J. Weiss asked R. Houtteman what the function of the Board is under the new structure. R. Houtteman stated that they will help create awareness of what is being done and looking to turn REGIS into the Premier GIS Regional Provider. R. Houtteman went on to add they will make sure that the funding is available and have a small part in branding the look of REGIS.

- **Priority List Summary**

J. Moore passed out a priorities list to the committee for their review.

- **2014 Countywide Contour Layer Discussion**

B. Hill explained that the LIDAR data was received but that upon reviewing, no one knew what to do with the data. Contours required new software. Kent County reached out to Michigan State University, their RSGIS Department to pay for their services. Matt Wolford the project manager agreed to pay \$6,800

from the CIP money left over from the ortho flight to pay to have the LIDAR data converted to contours. These will then be given to REGIS at no charge. The goal is to have the new contours in August.

- **Upcoming Presentations**

- 9/10/15 Kent County Assessors Association
- 11/19/15 Kent County Clerks Association

8. Committee Comments, Round Table

B. Hill and J. Moore discussed the IMAGIN Conference that they attended. Gerndt encouraged other Committee members to attend next year.

9. Miscellaneous

None

10. Adjournment

With no further items of discussion, the meeting was adjourned by Gerndt at 10:40 a.m.