



Winnebago County Geographic Information System

TECHNICAL COMMITTEE MINUTES
April 20, 2017
3:00 P.M.

PRESENT: Eric Stromberg (North Park Public Water); Tara DeRosa (City of Rockford); Chris Dornbush (Winnebago County); Mike Robertson (Rock River Water Reclamation District); Tim Bragg (Rockford Park District); Chad Hunter (Village of Machesney Park)

ABSENT: Loves Park, Cherry Valley

OTHERS PRESENT: Tom Hodges (Winnebago County); Glenn Trommels (City of Rockford); Stephanie Bowerman (Winnebago County); Justin Emerson (City of Rockford); Sydney Turner (RMAP)

CALL TO ORDER

The meeting was called to order at 3:00 PM

APPROVAL OF MINUTES

- **Motion to approve the March 23rd, 2017 minutes by North Park Public Water District; Second City of Rockford. Approved 6:0.**

ACTION ITEMS

PRESENTATIONS & PUBLIC PARTICIPATION

OLD BUSINESS

- **Database Administrator:**
 - Sarah assumed the vacant role of Database Administrator. Her previous job remains open and will be addressed in the near future. Glenn Trommels has been asked by our Policy Board to serve as “acting” director through this time of transition, as that position also remains unfilled.
- **Technical Sub Committee:**
 - Request made for volunteers for the newly formed/to be formed Technical Sub Committee. If interested, committee members were asked to contact Steven or Sarah about volunteering.

NEW BUSINESS

- **Tech Committee Vice Chair:**
 - At Glenn’s request, a Vice Chair should be named to lead meetings in the event that Steven is absent. Tara DeRosa (CoR) nominated Eric Stromberg (NPPWD). Chris Dornbush (WC) seconded that motion/recommendation. There were no other nominations or volunteers. Eric was approved by a 6-0 vote.
- **GIS Tech Job Description:**

- Asked for recommendations or suggestions for the GIS Job Tech Description. Sarah and Steven made some initial changes, removing the administration duties of the position that Sarah took on that transcended the role of simply “GIS Tech”. Eric raised the issue that there was talk, when Sarah was hired, that the County/911 would pay a percentage of that position’s salary. Tara raised the point that any reference to Winnebago County should be amended to read “All agencies”. Glenn spoke at this point in regard to the changes going on with, not only WinGIS, but the agencies as well. A re-evaluation of WinGIS core responsibilities and job duties is being conducted as it pertains to staffing.
- **Prioritization of Projects**
 - Per Glenn’s suggestion, in lieu of WinGIS simply informing the Committee which projects will be completed and what time frame in which they will be completed, the Tech Committee may want to have some input in regard to the larger, more significant WINGIS projects and initiatives. We would like to encourage a more active, involved working Technical Committee.
- **ESRI User Conference**
 - Steven will be attending this year’s User Conference in San Diego. WinGIS is making a training push with Sarah taking on a new position and Steven taking on additional responsibilities as well. The question was raised if WinGIS was still willing to supplement the cost of the Conference for agency members as it had last year.

OTHER MATTERS

- **RMAP/RPC WinGIS Update**
 - The City is working with Winnebago County to transfer IT for the RMAP office from them to WinCo DOIT.

The next Technical Meeting will be held June 22, 2017 at 1:30 pm in the WinGIS Office.

The next Policy Meeting will be held June 29, 2017 at 12:30 at the City of Loves Park.

ADJOURNMENT

Meeting Closed

**Motion to adjourn by City of Rockford; Second by Rock River Water Reclamation District:
Approved 6:0**

Respectfully submitted,

WinGIS

WinGIS Participating Agencies

Winnebago County – City of Rockford – Rockford Park District – Rock River Water Reclamation District -
City of Loves Park – Village of Machesney Park – North Park Public Water District – Village of Cherry Valley -
Village of Roscoe – City of South Beloit – Village of Rockton – Village of Pecatonica
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