

December 15, 2005

HIGICC Board Meeting Minutes

TASKS:

MOTIONS:

1. HIGICC to pursue a combined conference with HCPO, provided it is financially viable. Approved.
2. The Planning Committee will submit an itemized, estimated budget to the HIGICC Board by Friday January 20th and the Board will meet by the end of January for approval or changes. Approved.
3. MOTION: Approve the decision making process between the HIGICC Board and the Planning Committee. Approved.
4. MOTION: The HIGICC Board approves the HIGICC GIS conference be called Pacific Geospatial 2006. Approved.

Attendance:

1. Ken Schmidt
2. Craig Tasaka
3. Mike Parke
4. Henry Wolter
5. Darcee Killpack
6. Ingrid Kunimura
7. Brian Loomis
8. Ron Salz

On phone

9. Harry Beatty (Until noon)

Visitors

Susan Vogt – PAC GEO Coordinator

Craig Clouet on mainland

Nami Ohtomo

OLD BUSINESS

GIS Day was a big success. Ken and Brian will submit receipts to Mike Parke. Special thanks to Brian Loomis, who MC'd GISDay this year. Also, thank you to Darcee and the folks from NOAA, as well as to Craig & all the other volunteers.

Making a difference, one student at a time.

HIGICC Membership meetings.

This hasn't happened yet. Ken tried to find a venue to meet his criteria: central to Honolulu with a social event afterwards and with low, if any cost. Other options include the Blaisdell, the City Auditorium, Hawaii Kai NOAA and the Elk's Club. A suggestion was made to coordinate this effort more closely with Nami to maximize outreach.

Scholarship applications

Henry gave Mike Park an application he received from a student who interns at USGS. Mike will send out an announcement to re-advertise the scholarship.

NEW BUSINESS

1. PACGEO

Ken was approached by the HCPO, Hawaii Congress of Planning Officials, to possibly join the conferences for this year. It was last done in ~1995. HCPO represents planning organizations in the State and the counties. This year HCPO wants to look at planning and technologies. Ken met with Kathy Sukigawa (sp?) and Tim Hada (sp?) and PRC to chat about this concept and listen to their proposal.

With the costs for hotels in Waikiki increasing significantly, the PRC says if HIGICC combines conferences, we could hold it at the Convention Center with 400-500 people. The Convention Center needs a minimum of 300.

A. Costs

At a hotel it will now be ~\$10,000. Last time it was ~\$3000 for the facilities. The Convention Center will cost ~ \$13,000 to \$14,000. But if a State Director wrote a letter, the costs could be reduced by 50%.

Ken, Susan and Darcee met to discuss the concept.

Susan Vogt gave an update on the Planning committee meeting.

Cost is an issue that needs to be better understood. If integrity of the GIS conference is maintained and costs are documented and reasonable, there was general agreement it could work. The Convention Center would have more meeting and vendor space, which could attract more vendors. A question is "how many vendors go to HCPO's side of the space."

Mike Parke had four points to consider:

- How much vendor money will HIGICC gain or lose?
- How much member money will HIGICC gain or lose?
- Programmatically - If the conference is linked to planning, would we be diluting broader issues in GIS?
- Have PRC look at other venues?

Craig Tasaka commented that one problem in 1995 was that the food and vendors were separate, so there wasn't enough traffic for the vendors. This time, put the food and vendors together.

PRC feels GISMAP/PACGEO would outgrow/has outgrown the facilities we have used. The Convention Center, in combination with HCPO, is a good first attempt at a larger venue.

MOTION: HIGICC to pursue a combined conference with HCPO, provided it is financially viable.

Discussion:

Ken to meeting with planning folks on Tuesday, December 23rd, 2005.

HIGICC has always tried to keep the charges low. In contrast, HCPO is much more expensive. Kathy Sukigawa, Division Chief for Planning (?)

Need an answer by Jan 6 (Friday) to work on the agreements, including the venue.

Motion carries, one abstention.

B. PACGEO Committee duties (P.C. = Planning Committee)

There was an overview discussion of tasks the PC and the Board need to complete. The question to be answered was "Who will make decisions" on these tasks – the HIGICC Board and/or the Planning Committee? And what will the process be for communicating issues such as choice of Keynote speaker, logo, etc.

Darcee – Last time, the Board approved the Budget, venue and date, with reports to the Board throughout the Cycle.

Henry Wolter - no matter what, the Board should respond to any questions from the PC in a couple of days.

Ken – this can set a precedent for future PC work. (In a good way).

Mike – financial issues need to come to the Board.

MOTION: The Planning Committee will submit an itemized, estimated budget to the HIGICC Board by Friday January 20th and the Board will meet by the end of January for approval or changes.

Approved.

C. General Process for Board decisions

The Board asked Susan that the PC's meeting schedule be sent to the PC and Board at least a week before meeting and that a phone bridge is available.

Ingrid – People want approval on items that change, and this is why the Board needs to be involved in some, but not all, of the decisions of the Planning Committee.

The process for informing the Board will be as follows, as near as we can get it: The Planning Committee will send an email to Ron and Ken. Ron and/or Ken will send email to the HIGICC Board, with the expectation of an answer back to the PC in 48 hours (or so). If there are objections to the PC's recommendations that can't be solved via email, it is the HIGICC President's discretion to call a Board meeting. The meeting must take place within one week of receiving the PC email.

MOTION: Approve the decision making process between the HIGICC Board and the Planning Committee.

Approved.

D. Name Change of Conference to Pacific Geospatial

MOTION: The HIGICC Board approves the HIGICC GIS conference be called Pacific Geospatial 2006.

Approved.

Meeting adjourned.