REGIS Advisory Committee
Tuesday August 17th, 2021
9:30 a.m.
Virtual Meeting-Zoom

REGIS Advisory Members Present:

Sue Becker	Alpine Township
Sarah Steffens	City of Hudsonville
Travis Mabry	City of Walker
Paul Gerndt	City of Wyoming, *Chair*
Pete Elam	Plainfield Township
Julius Suchy	Ada Township
Robin Rothley	Grand Rapids Township
Jonathan Seyferth	Gaines Township
Jim Ferro	Ada Township
Peggy Sattler	Byron Township
Brandy Bales	City of Kentwood

Others Present:

Jason Moore	GVMC
Steven Musch	GVMC
Gayle Mccrath	GVMC
Margaret Chappetta	GVMC

1. **Meeting Opened**

   a. Chair Paul Gerndt opened the meeting at 9:35 a.m.

2. **Approval of the April 20, 2021 Meeting Minutes**
   a. **MOTION – To Approve the Meeting Minutes of April 20, 2021. MOVE – Rothley. SUPPORT – Sattler. MOTION CARRIED**

3. **Update on Usage of Service Hours (Current FY year – 10/1/20 to 9/30/21)**
   a. **Service Hours for FY 21-22 (10/1/21 to 9/30/22)**

   Jason Moore reviewed the Service Hours Report to date, as is done in every meeting. Each REGIS members is allocated service hours annually for work requested of REGIS staff. As the hours are used, the numbers on the report are updated. When the remaining total reaches 20%, Jason notifies the REGIS member. This report is also posted on the REGIS website and can be accessed at any time.

The yearly allocations will be reset as of the beginning of the fiscal year, October 1, 2021. The allocation is based on dues paid by each community.

This year's dues included the updated parcel count information, but not the 2020 Census as the information has been delayed. With only changes to the parcel count information.

4. **Addition of GIS Layers:**
    a. **2020 Census: Block Groups, Block and Tracts, Local Government Data – Release Date & Bridge Locations**

        -Jason M. explained a video regarding block groups, block and tracts.

        -Kent County Emergency Mgt asked for layers to be added regarding bridge locations which contain point locations and pop up information regarding bridge specifics.

        -The 2020 Census data was released last Thursday, however it won't be in an easily usable form until September 30th. The info will help members with their redistricting efforts. REGIS has assisted members with this in the past. Part of REGIS'/GVMC's mission is to collaborate and coordinate, and we will be happy to assist. Peggy Sattler will mention this in the upcoming Clerk's Meeting. Everyone will be grateful for REGIS' help.

        Jason M. will let everyone know when he has more information on when the data will be available in an easy to use form.

5. **Citizen Engagement – Online Maps**
    a. **Cascade Township Parks and Recreation Survey**
        Cascade Township did a parks and recreation survey through REGIS using Survey 1-2-3. M. Chappetta and J. Han worked with Cascade on the project. M. Chappetta demonstrated its functionality. It is a very customizable application which allowed them to also create a dashboard to monitor survey results and display graphs. Although it was not on Cascade Township's survey, the application also allows people to put lines on maps to suggest trail locations. It is a great tool for citizen engagement.

    b. **City of Kentwood – Public Wi-Fi Online Location Map**
        City of Kentwood used some of the Cares Act funding to expand public Wi-Fi. REGIS helped Kentwood create a map so that citizens can visualize where public Wi-Fi is available.

    c. **City of Walker – Sidewalk Assessment Project**

S. Musch demonstrated Walker's Sidewalk Assessment Project. GIS data was collected to make a web map. Data points mark issues in the sidewalk with data attached as well as picture availability. The special join function is used to locate the nearest parcel data to determine the address. Information can be expressed in a spreadsheet and printed for DPW. It is able to create a map book and advanced pages for info updates.

6. **MIC data collection process update**

At the last meeting a presentation was made in the roll out of the asset management portal project. A call was put out to all REGIS members for data to add. Information needs to be loaded as a polygon of projects 1-5 years out. We are still waiting for a few communities' data and another call will go out soon. Follow up is critical to make this as accurate as possible. The portal will allow for coordination of projects and ultimately result in cost and time savings for citizens. Information is needed for communities that are not REGIS members too (Grand Rapids) as they have major projects that also affect adjacent jurisdictions.

7. **Quarterly Review – REGIS User Accounts**

Jason Moore reviewed the need to clean up REGIS User accounts and deactivate those no longer in use. With the help of Matt Urick from the City of Wyoming M. Chappetta will work on sending out quarterly reports and request updates. It will start October 1, and then go out quarterly.

8. **REGIS Data Center Hardware Refresh – Project Update**

It has been six years with no unplanned downtime from the REGIS system. The REGIS Data Center hardware refresh has been concluded for 2021, with the previous refresh happening in 2015. With the new equipment, systems are now all back on Dell service plans.

The refresh was on time and on budget.

The next step will be an operating systems update next fiscal year.

Chair Paul Gerndt stated REGIS should be applauded for its efficiency, effectiveness and lack of downtime in the past six years.

9. **Round Table**

Jason Moore reported he will be presenting at the Assessors Group (KCAAO) on how REGIS supports GIS in Assessing on Sept. 9th 2021 at the City of Walker. He was invited in by Matt Wolford at Kent Co. PD&M.

Jim Ferro stated SEMCOG has a lot of the 2020 Census data on their website and we might want to connect with them to see how they accessed it. Jason Moore will reach out to his contact at SEMCOG.

10. **Adjourn – 10:25 a.m.**

The Next Meeting Will be January 2022