

REGIS Board of Directors Meeting
 Wednesday July, 25 2018
 9:30 a.m.

GVMC Offices,
 678 Front Ave NW Suite 200
 Grand Rapids, MI

1. Call To Order

S. Warren, the *Chair* called the meeting of the Board of Directors to order at 9:34 a.m. Introductions were made.

Members Present:

Steve Warren, *Chair*

Thad Beard

Mike Burns

Matt Butts

Brian Donovan, *Vice Chair*

Curtis Holt

Mark Rambo

Dan Strikwerda

Julius Suchy

Frank Wash

Kent County Road Commission

City of Rockford

City of Lowell

City of Grandville

East Grand Rapids

City of Wyoming

City of Kentwood

City of Hudsonville

Village of Sparta

City of Walker

Others Present:

Chris Brown

Jing Han

Jason Moore

Kerri Smit

John Weiss

Paul Gerndt

GVMC

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City of Wyoming

2. Approval of Minutes

The approval of the April 25th, 2018 REGIS Board Meeting Minutes. With no questions or changes, Warren called for approval:

MOTION by B. Donovan **SUPPORT** by M. Rambo, to approve the minutes of the Wednesday, April 25th, 2018 REGIS Board of Directors Meeting.

MOTION CARRIED UNANIMOUSLY

3. Financial Report for Current Fiscal Year

C. Brown reviewed June financial report from the packet that was handed out to the board. REGIS capital with \$243,000 balance for next capital projects. REGIS has provided services for transportation and environmental departments allowing over \$100,000 in revenue.

J. Weiss added this was the first time it has ever been that high. GVMC/REGIS who used to not do any work is now the second largest customer.

Accepted by the REGIS Board of Directors

4. Proposed FY18-19 Budget (10/1/18 to 9/30/19) – Recommendation to GVMC Board

J. Weiss referred to packet for budget and budget resolution. Currently need to adopt budget resolution. It is a recommendation to the GVMC Board that they review and recommend the budget. Executive Committee has already approved both on 7/16/18. A new line item was inserted in the Metro Council Budget, \$350,000 for Asset Management partnering with communities and REGIS on Asset Management issues. J. Weiss reported this is a balanced budget with no dues increases and hopefully continue the outside revenues. Environmental will have more work next year due to the grants received.

B. Donovan asked if another person was added with all the extra work. J. Weiss replied yes.

D. Strikwerda- Noticed it listed the Kent County Equalization report which doesn't include Hudsonville. J. Moore- responded that it includes Ottawa County. J. Moore will list Ottawa County.

MOTION by M. Butts **SUPPORT** by D. Strikwerda, to recommend to the GVMC board the FY18/19 budget for REGIS. **MOTION CARRIED UNANIMOUSLY.**

5. Revised REGIS Capital Improvement Plan (CIP)

J. Moore reviewed the REGIS CIP, which was included in the board packet. The CIP was created last year for the first time and presented to the Board and approved. It will be reviewed annually. An IT sub group (REGIS Technical Committee) was formed and after meeting in November 2017 and March 2018 they have reviewed, made suggestions and revised it. The CIP outlines every piece of equipment, hardware only, that REGIS and its members own at the data center. It gives a 5 year outlook of what to expect in scheduling hardware replacements. FY2018 will be replacing and router and firewall. Goal is to keep all the equipment up to speed. FY2020 would like to replace the three virtual machines and storage network, but plans can be moved forward as needed. CIP also lists the office equipment. Every 3 to 4 years staff desktops are replaced. FY2019 is the next upgrade. Old desktops are moved into the training room.

P. Gerndt noted that server prices are on the rise and suggested to adjust the numbers each year with accurate numbers.

J. Weiss REGIS is cautious about taking on new customers that have short term commitments. REGIS is doing over \$100, 000 now and next year should hit \$75,000 - \$100,000 if environmental gets the grants they are expecting.

MOTION by G. Haga **SUPPORT** by M. Rambo, to approve to Adopt Capital Improvement Plan. **MOTION CARRIED UNANIMOUSLY**

J. Moore provided an overview of the REGIS Software Plan that is currently being worked on. It will outline and discuss future software upgrades. The biggest pieces of software REGIS and its member own which are; ESRI (Environmental Systems Research Institute) the GIS software, Microsoft, Citrix and VMWare. In early 2019 REGIS will be upgrading ArcMap Desktop 10.2.2 to 10.6 and the backend databases will need to be upgraded, as well as ArcGIS Server. ESRI is also working on a potential replacement for ArcMap called ArcGIS Pro.

P. Gerndt - explained how the ArcMap is different from the Arc GIS Map PRO and how training will need to be completed for users.

J- Moore added the software plan will also call for in FY2020 Windows Server Operating System upgrades/purchases from 2012R2 to the current OS provided REGIS move forward with the server hardware replacements in 2020.

The IT sub group will monitor software every year and help with upgrades. Software Master Plan will go along with CIP and ready by January.

6. Final Citrix Update Summary

J. Moore reported the Citrix Upgrade Project is complete. Feedback from the Advisory meeting has a few issues that are workstation isolated, currently working on those issues. Citrix retired Zen App 6.5 and REGIS moved to 7x.

7. REGIS Advisory Committee Update

P. Gerndt – eREGIS needs to say on the radar, the technology is evolving and may need to be rewritten to keep it performing well. The Committee also reviewed the CIP and discussed the Citrix Upgrade. The committee provided feedback on the Citrix Upgrade, a few isolated problems, J. Moore is working with the help desk on those issues. Explained the case study that Jody Theis from the City of Wyoming's DPW presented. Asked the board to advice if anyone would like to do a case study on how GIS is being used to let J. Moore know. Meeting was well attended.

J. Moore – added the Service Area Work Sessions are well attended. Next meeting is in September, this will be for the assessors.

J. Moore – also added a lot of the Citrix issues are with users that have an older operating systems.

8. Upcoming Statewide Meetings/Conferences

- a. WM GIS Users Group Summary – in May Mark Holmes, John Weiss and Jason Moore provided the final asset management pilot update to the group
- b. IMAGIN Conference Summary – J. Moore, Mark Holmes (State of Michigan), and Brian Mohr (SEMCOG) presented on the asset management pilot. The June 2019 conference will be in Grand Rapids next year.
- c. Michigan Communities GIS Conference - September 27-29, Boyne Falls.

9. Round Table

D. Strikwerda –Nice to see CIP in meetings

S. Warren – KCRC is working on a data project collecting culvert data

10. Adjournment

With no further items of discussion S. Warren adjourned the meeting of the REGIS Board of Directors at 10:06 a.m.