

Interim Report
Vermont 2007 FGDC CAP 3 Project
Fifty States Initiative, Strategic and Business Plan Development
October 15th, 2007



Agreement Number: 07HQAG0039

Report Date: October 15th, 2007

Organization: Vermont Center for Geographic Information (VCGI)

Project Leaders:

- David Brotzman - VCGI, 802-882-3003, davidb@vcgi.org
- Steve Sharp – VCGI, 802-882-3006, steves@vcgi.org

Collaborating Organizations:

- Members of the *Enterprise GIS Task Force* (EGT)

- **DII Enterprise Project Management Office**, Darwin Thompson, 133 State Street, 5th Floor, Montpelier, VT, 05633, darwin.thompson@state.vt.us, 802-828-1142
- **VT Natural Resources Board**, Louis Borie, National Life Drive, Montpelier, VT, 05620-3201, lou.borie@state.vt.us, 802-828-5778
- **Agency of Commerce & Community Development**, Dana Dean, National Life Building, Drawer 20, Montpelier, VT, 05620, dana.dean@state.vt.us, 802-828-3211
- **VT Agency of Human Services**, Cathleen Gent, 103 S. Main Street, Waterbury, VT, 05671-0203, Cathleen.Gent@ahs.state.vt.us, 05671-0203
- **Agency of Human Services**, Robert Bower, 103 S Main St., Waterbury, VT, 05671, Robert.Bower@ahs.state.vt.us, 802-241-4602
- **VT Dept. of Public Service**, Chris Campbell, 211 State St., Drawer 20, Montpelier, VT, 05620, chris.campbell@state.vt.us, 802-828-4079
- **Vermont Department of Labor**, Andy Condon, 5 Green Mountain Dr, P.O. Box 488, Montpelier, VT, 05601-0488, Andrew.Condon@state.vt.us, 802-828-4153
- **VT Dept. of Education**, Alex McHenry, 120 State St., Montpelier, VT, 05620, alex.mchenry@state.vt.us, 802-828-0477
- **Vermont Dept. of Ag, Food & Markets**, John Hanning, 116 State Street, Montpelier, VT, 05620-2901, john.hanning@state.vt.us, 802-828-3477
- **VT Agency of Transportation**, Shawn Nailor, 1 National Life Dr., Montpelier, VT, 05633-5001, shawn.nailor@state.vt.us, 802-828-0180
- **VT Dept. of Health**, Jennifer Kachajian, 108 Cherry Street, Room 306, Burlington, VT, 05401, jkachaj@vdh.state.vt.us, 802-651-1977
- **VT Dept. of Health - Div. Health Surveillance**, Jason Roberts, 108 Cherry St., Burlington, VT, 05401, jrobert@vdh.state.vt.us, 802-863-7303
- **Dept. of Buildings and General Services**, Angela Leclerc, 2 Governor Aiken Avenue, Montpelier, VT, 05633, angela.leclerc@state.vt.us, 802-828-0469
- **VT Enhanced 9-1-1 Board**, Jeremy McMullen, 94 State St., Montpelier, VT, 05620-6501, info@e911.psd.state.vt.us, 802-828-4911
- **VT Dept. of Public Safety**, Sandy Lundquist, 103 S. Main St., Waterbury, VT, 05671, slundqui@dps.state.vt.us, 802-241-5564
- **VT Dept. of Public Safety**, John Mangion, 103 South Main St., Waterbury, VT, 05671-2101, jmangion@dps.state.vt.us,
- **VT Dept. of Public Safety**, Max Schlueter, 103 South Main St., Waterbury, VT, 05671-2101, mschluet@dps.state.vt.us

Interim Report

Vermont 2007 FGDC CAP 3 Project

Fifty States Initiative, Strategic and Business Plan Development

October 15th, 2007



- **VT Dept. of Public Safety**, John Wood, 103 South Main St., Waterbury, VT, 05671-2101, jwood@dps.state.vt.us,
- **VT Geological Survey - DEC**, Laurence Becker, 103 S. Main St., CTR BLDG, Waterbury, VT, 05671, laurence.becker@state.vt.us, 802-241-3496
- **U.S. Geological Survey (USGS)**, Lin Neifert, 617 Comstock Rd., Suite 7, Berlin, VT, 05602, lineifert@usgs.gov, 802-522-8275
- **VT Dept. of Health - Epidemiology**, Margaret Gibson, PO Box 70 - Drawer 41 IDEPI, 108 Cherry St., Burlington, VT, 05402, magibson@vdh.state.vt.us, 802-951-5150
- **Agency of Human Services**, Margaret Ciechanowicz, Waterbury, VT, Margaret.Ciechanowicz@ahs.state.vt.us,
- **VT Agency of Commerce and Community Development**, Melissa Prindiville, National Life Bldg., Montpelier, VT, 05620, Melissa.Prindiville@state.vt.us, 802-828-5900
- **VT Dept. of Labor**, Patricia Moulton-Powden, 5 Green Mountain Drive, P.O. Box 488, Montpelier, VT, 05601-0488, pat.moulton.powden@state.vt.us, 802-828-4301
- **VT Dept. of Health**, Peter Young, PO Box 70 -- Drawer 41 IDEPI, 108 Cherry St., Burlington, VT, 05402, PYoung@vdh.state.vt.us, 802-652-2062
- **VT Agency of Natural Resources**, Peter Telep, 103 S. Main St., 30 Laundry Bldg., Waterbury, VT, 05671, peter.telep@state.vt.us, 802-241-3406
- **Vermont Mapping Program**, Harry Roush, 133 State Street, Montpelier, VT, 05633-1401, Harry.Roush@state.vt.us, 802-828-0574

Project Narrative:

The primary goal of Vermont's 50 States Initiative is to enable greater cooperation within the State of Vermont in the organization and management of geospatial data and technologies. This initiative will bring together all of the mechanisms from existing state entities to establish an accepted, realistic, functional and effective strategic vision and business plan for GIT in the State of Vermont; a vision and a plan that is sustainable and supports broad participation by all state entities with business interests in the coordination of geospatial technologies.

Summary of Project Activities:

VCGI and collaborating organizations have formed the Enterprise GIS Task Force (EGT) under the auspices of the State Information Technology Committee (STC). The EGT is working with the Department of Information and Innovation (DII), the State CIO's Office, and numerous State Agencies to spearhead the development of a strategic vision and business plan that addresses integrating the state's existing GIT systems into a distributed Enterprise GIS System. The strategic vision and business plan developed through this effort will be used to establish a statewide Enterprise GIS capacity utilizing the same stakeholder organizations.

Key Accomplishments:

1. Established the *Enterprise GIS Task Force* (EGT). Kickoff meeting was held on June 4th, 2007. The EGT meets on the first Monday of every month.

Interim Report
Vermont 2007 FGDC CAP 3 Project
Fifty States Initiative, Strategic and Business Plan Development
October 15th, 2007



-
- a. http://www.vcgi.org/projects/egis/EGT_Charter_version2a.pdf
 2. Completed Phases I and II of the *Strategic Planning Process Map (SPP Map)*. Refer to the following reports for additional details
 - a. http://www.vcgi.org/projects/egis/PhaseI_Report_v1a.pdf
 - b. http://www.vcgi.org/projects/egis/PhaseII_Report_v1a.pdf
 3. Hired a professional Facilitator to assist the EGT with the development of a Strategic Vision and Plan.
 - a. Drafted and released RFP for Professional Facilitation Services.
 - b. Review and ranked proposals.
 - c. Selected a contractor.
 - d. Signed contract.
 4. Strategizing Workshops
 - a. The EGT held the first of five strategizing workshops on October 9th, 2007.
 - b. A professional facilitator is facilitating the workshops (as noted above).
 5. Drafted an “GIS Program Self-Assessment Survey” to help address the following goals:
 - a. Help State Agencies and Departments assess their use of Geographic Information Technology (GIT)
 - b. Help State Agencies and Departments identify and define their GIT needs.
 - c. Help the Enterprise GIS Task Force (EGT) create a collective picture of GIT utilization in State government.
 6. Established an online presence for the EGT, including the posting of meeting schedules, agendas, minutes, reports, contact information, etc.
 - a. <http://www.vcgi.org/projects/egis/>

How has statewide coordination changed as a result of this project?

The project is still in its early stages at this point, however, the establishment of the Enterprise GIS Task Force (EGT) lays the foundation for greater cooperation within and among state agencies. VCGI anticipates that this initiative will enhance statewide coordination in the use of Geographic Information Technology (GIT), and further the goals of the Fifty States Initiative.

How inclusive is your effort? What have you done to bring new stakeholder groups or organizations into statewide coordination?

In Vermont, State agency participation is the keystone to full statewide coordination success and so will be the first level of accomplishment for our efforts. The

establishment of the Enterprise GIS Task Force (EGT) was the first step toward establishing a framework for greater communication and coordination. The EGT has cast a broad net to all state government entities. After establishment of statewide agency coordination, VCGI and the EGT will work to bring on board the Regional Planning Commissions, Cities and Towns as well as others in the State.

Practices or Activities That Have So Far Been Successful

1. Methods of communicating with members of the EGT have been effective.
2. Facilitated workshops have promoted professional and engaged conversations.
3. Facilitator/contractor “notetaking” has been comprehensive and will contribute positively to both the strategic and business plans

Next Steps:

1. How will this project continue in the future?

- The EGT will continue to meet on a monthly basis well beyond the duration of the CAP grant.

2. Describe the next steps in your project:

- The Enterprise GIS Task Force (EGT) will continue to meet on a monthly basis. The next four workshops will focus on strategizing, visioning, and strategic planning. A professional facilitator will facilitate the workshops. The workshops will culminate in the development of a strategic vision and plan, with specific goals and sub-goals.
- The Strategic Plan will be further refined by the EGT based on feedback from constituents inside and outside of state government. The Strategic Plan will identify specific areas requiring the development of detailed business plans.
- Upon completion and endorsement of the strategic plan by the EGT, it will be forwarded to the State Information Technology Committee (STC) for endorsement.
- The EGT will then proceed to develop specific high-priority business plans as defined in the strategic plan.
- Additional project details are available in the project work plan.
 - http://www.vcgi.org/projects/egis/EGIS_ProjectCharter_v3a.pdf

3. Where do you need assistance? No additional assistance is needed at this time.

Feedback on Cooperative Agreements Program

What are the CAP Program strengths and weaknesses?

- **Strength:** The CAP Program provides a broad range of categories to choose from. This allows states and other grant recipients to select those that align with current opportunities or needs within the state or organization. They also align well with important National and State priorities (such as NSDI/SSDI).
- **Weakness:** None identified at this time.

Where does it make a difference?

- Metadata
- Data access and distribution (Clearinghouse and Geodata.gov)
- Open Standards and Protocols
- Collaboration and Coordination

Was the assistance you received sufficient or effective?

- Yes, FGDC personnel have been very supportive of this initiative. They have provided support on an as needed basis.

What would you recommend that the FGDC do differently?

- VCGI doesn't have any recommendations at this time.

Are there factors that are missing or additional needs that should be considered?

- None have been identified at this time.

Are there program management concerns that need to be addressed, such as the time frame?

- None have been identified at this time.

If you were to do this again, what would you do differently?

- Too early in the process to address this question.