

# Oregon Geographic Information Council Policy Advisory Committee

## CHARTER

### 1. Purpose

This charter defines the mission, functions, and procedures of the Policy Advisory Committee (PAC) to the Oregon Geographic Information Council (OGIC) as authorized January 28, 2021.

### 2. Mission

The Policy Advisory Committee provides strategic planning, budgetary recommendations, and policy advice and development for the Oregon Geographic Information Council.

### 3. Objectives

The objectives of the Policy Advisory Committee are:

- a) To provide policy advice to OGIC concerning geospatial data, technology, and related issues.
- b) To provide think-tank capabilities for OGIC involving geospatial issues.
- c) To develop and recommend policies related to geospatial data, technology, and issues.
- d) To identify and collect policy issues related to geospatial technologies and data.
- e) To prepare policy positions or statements for technology issues raised by GPL.
- f) To prepare budget recommendations.
- g) To provide input on FIT funding proposals.

### 4. Organization

#### *a) PAC Membership*

Membership in the PAC is by appointment of an OGIC member. Each OGIC member is entitled to appoint one member to the PAC. OGIC members are encouraged to appoint a policy level manager or equivalent that can represent the portion of the geospatial community represented by the nominating OGIC member.

#### *b) Chair*

The State Geospatial Information Officer, or other appropriate OGIC support staff, shall chair the PAC. The responsibilities of the Chair shall include:

- Preparation and distribution of an agenda, including location and time.
- Chair PAC meetings, and preside over decisions.
- Appoint sub-committees and monitor their activities.
- Report to OGIC Chair any PAC decisions and recommendations.
- Ensure PAC minutes are accurate and publicly available.

*c) Sub-Committees*

Sub-committees may be established and abolished at the consensus of the PAC or at the direction of the Chair. Examples of sub-committees are: Budget, Data Sharing.

*d) PAC Meetings*

The PAC meetings may be called by a consensus of the group or at the discretion of the Chair. A time shall be established for regularly scheduled meetings. The PAC meetings shall be guided by consensus rule of those attending the meeting. Decisions that do not have a consensus may be tabled until the next meeting. If consensus ultimately cannot be reached, a vote will be taken following Robert's Rules of Order.

*e) Meeting Support*

The Geospatial Enterprise Office shall provide administrative support to the PAC and archive minutes and documents on the Geospatial Enterprise Office website at <http://gis.oregon.gov>.

*f) Charter Revisions*

The Oregon Geographic Information Council must approve this charter and charter revisions. Proposed charter revisions must be submitted to the Oregon Geographic Information Council at least one month before a regularly scheduled Oregon Geographic Information Council meeting. Such revisions will become official when approved by the Oregon Geographic Information Council.

## **5. Document History**

<b>Date</b>	<b>Revision</b>	<b>Version</b>	<b>Action</b>
1/28/21	First version	1.0	Review by OGIC at quarterly meeting