Overview of
GIS Best Management Practices (BMP)
Deliverable by GeoAnalytics, Inc.

Situation Assessment Report (41 Pages) – The Report documents existing circumstances in Palm Beach County, identifying key issues and opportunities. The Assessment included review of existing business management practices (both documented and undocumented), business processes and data, as well as the Countywide GIS technical environment.

On September 20, 2006 the Situation Assessment Report was distributed to the GIS-PAC Members. At this meeting, the following overview of the report was provided:

- The Situation Assessment Report was designed to document PBC's existing circumstances and to identify key issues and opportunities, particularly from a program sustainability perspective. You will read:

  - PBC adopted GIS technology more than 18 years ago
  - We have established a good organizational structure
  - Good commitment from management and with funding
  - Established effective strategies for data access
  - Good staff and ongoing collaboration within and without
  - Developed reusable code for applications
  - We have reached the "start-up plateau"

- In order to move to the next level and ensure sustainability:

  - Update our Strategic Plan, revisiting previously identified tasks and priorities
  - We need better documentation of our processes
  - We need to formalize the PMT evaluation processes for decision making
  - A threat to sustainability are the staffing issues which have slowed our progress and affected both technical and coordination staff
  - We need to communicate better via websites our GIS Assets such as data and application development
  - We need to update our Business Plan to use for measurement and communication of accomplishments
  - Re-initiate the Addressing Project
  - Look at ways of achieving 2-way data exchange with the cities, perhaps through using wireless technology
  - Ensure that our data accuracy standards are included in procurement contract requirements
  - Have better monitoring of our Metadata – completion, data updates, etc.

The preliminary findings from this report were used as a basis for the GIS Project Management Team (PMT) Retreat held in June, 2006. The PMT came up with a list of Categories and Priorities to focus on as a result of the retreat.