

**NORTH CAROLINA
GEOGRAPHIC INFORMATION COORDINATING COUNCIL**

**NC ONEMAP GOVERNANCE COMMITTEE
BYLAWS
November 9, 2011**

Article I. Name

The name of this organization shall be the NC OneMap Governance Committee of the North Carolina Geographic Information Coordinating Council. The North Carolina Geographic Information Coordinating Council, hereinafter referred to as the Council, was established by North Carolina General Statutes §143-725 through 143-727 in August 2001.

Article II. Purpose

The purpose of the NC OneMap Governance Committee shall be to provide advice and support to the Council on governing and overseeing NC OneMap-related matters. The NC OneMap Governance Committee shall abide by the policies and procedures set forth in these bylaws.

The NC OneMap Governance function consists of the leadership and the organizational structure of relationships, processes, and communication mechanisms used to develop, direct, and control NC OneMap strategy and resources to ensure that it sustains and extends the Council's strategies and goals. It is a set of formal processes aimed at adding value to the Council, while balancing the risks and returns associated with NC OneMap investments.

The NC OneMap Governance function includes: 1) who is entitled to make major decisions, 2) who has input, and 3) who is accountable for implementing those decisions. NC OneMap governance is different from NC OneMap management. NC OneMap governance is ultimately the responsibility of the Council and NC OneMap maintenance is the responsibility of the Center for Geographic Information and Analysis (CGIA).

Article III. Objectives

- Sec. 1. Ensure that NC OneMap governance is addressed in a structured manner and that the Council has the information it needs to make informed decisions that are essential to achieving its overall goals for NC OneMap.
- Sec. 2. Provide for strategic direction of NC OneMap and the alignment of NC OneMap and the Council's broader goals and strategies with respect to GIS services and projects in North Carolina.
- Sec. 3. Confirm that the NC OneMap Program is designed to produce maximum business value. Oversee the delivery of value to GIS in North Carolina

by NC OneMap, and assess return on investment (ROI).

- Sec. 4. Ascertain that processes are in place to ensure that NC OneMap-related risks have been adequately identified and managed. Include assessment of the risk aspects of NC OneMap investments.
- Sec. 5. Provide high-level direction for effective and efficient sourcing and use of NC OneMap resources. Seek and solicit sustainable funding for NC OneMap at the enterprise level. Ensure there is an adequate IT capability and infrastructure to support current and expected future NC OneMap business requirements.
- Sec. 6. Verify strategic compliance, i.e. achievement of strategic NC OneMap objectives. Review the measurement of NC OneMap performance and the contribution of NC OneMap to GIS in North Carolina (i.e. delivery of promised business value).

Article IV. Committee Membership

The NC OneMap Governance Committee is composed of the following voting members:

- Chair of the Council
- State Budget Officer
- Chair, Statewide Mapping Advisory Committee
- Chair, GIS Technical Advisory Committee
- Chair, Federal Interagency Committee
- Chair, State Government GIS Users Committee
- Chair, Local Government Committee

The Chair of the Council will be the Chair of the NC OneMap Governance Committee. The Chair may appoint additional members. The Chair may, from time to time, select subject matter and other experts to serve as external advisors to assist the Committee in completing its tasks.

Terms of the Chair and the members will coincide with their term appointments respective to the Council and each standing committee.

Article V. Officers

The Chair of the NC OneMap Governance Committee shall be the Chair of the Council. There are no other officers defined for this committee.

Article VI. Duties of the Officers

The Chair shall coordinate all the business and affairs of the NC OneMap Governance Committee and set the agenda for scheduled meetings of the NC

OneMap Governance Committee, with staff support from the North Carolina Center for Geographic Information and Analysis (CGIA).

Article VII. Meetings

All meetings of the NC OneMap Governance Committee are open to the general public. The meeting schedules, agendas and minutes shall be posted on the Council's web site. The Committee shall conduct meetings in accordance with the following guidelines:

- Sec. 1. The Chair will call meetings as requested or required by actions or issues raised at Council meetings. The Chair shall provide a core agenda and notice of meetings with as much advance notice as possible. Additional issues may be added to the agenda with Chair approval. Attendance at meetings may be in person or by telephone or other electronic media.
- Sec. 2. If a voting member cannot attend, a delegate may attend in the voting member's place.
- Sec. 3. As much as practical, the Committee will meet in conjunction with a meeting of the Management & Operations Committee.

Article VIII. Quorum

A quorum is necessary for all NC OneMap Governance Committee meetings. A quorum is established when more than one-half of the members of the Committee, exclusive of vacancies, are present at a meeting. In the absence of a quorum, the presiding officer may conduct the meeting for informational purposes only or may adjourn the meeting.

Article IX. Voting

All members attending a meeting may vote.

- Sec. 1. Voting will generally be conducted orally. The Chair will call for a vote and the members will respond by stating either "aye" or "no." If the response is not clear, then the Chair or any member may call for a show of hands or a poll of members attending by telephone.
- Sec. 2. A majority of affirmative votes by voting members in attendance on any issue will establish an NC OneMap Governance Committee decision.
- Sec. 3. In the absence of a quorum, voting shall not occur.

Article X. Subcommittees

The NC OneMap Governance Committee may establish any subcommittee it deems necessary to assist in performing its duties. However, the NC OneMap

Governance Committee should utilize existing standing committees of the Council as often as possible.

The NC OneMap Governance Committee must work in partnership with the statutory Council committees and CGIA management to provide input to, review, and amend the aligned Council and NC OneMap strategies. Partnerships are with:

- The Local Government, State Government GIS Users, and Federal Interagency Committees, on user requirements for NC OneMap,
- The Technical Advisory Committee, on technology issues, and
- The Statewide Mapping Advisory Committee, on geospatial policy and standards.

Article XI. Amendment of Bylaws

The power to approve, change, repeal, or amend the Bylaws of the NC OneMap Governance Committee rests with the Council. A motion to approve or change the Bylaws may be made at any time by a voting member of the NC OneMap Governance Committee. A two-thirds supporting majority vote of the NC OneMap Governance Committee is required to request Council action on Committee Bylaws. Notice of the meeting where a vote is to be taken must have been provided at least ten days in advance.

Article XII. Parliamentary Procedure

Meetings may be conducted in an informal manner by the Chair, but Robert’s Rules of Order (Revised) may be invoked at any time by a majority vote of the members present.

Article XIII. Obligations and Expenses

CGIA provides staff support for the Council and its committees. CGIA will be responsible for routine operations of the NC OneMap Governance Committee, including communications, maintenance of the information on the web site, and membership file maintenance. A CGIA staff liaison to the NC OneMap will attend meetings in person, by telephone, or other electronic media. Obligations and expenses for participation in meetings by members shall be borne by each member’s agency or organization.

With a two-thirds majority affirmative supporting vote of the Geographic Information Coordinating Council, the Bylaws of the NC OneMap Governance Committee are hereby approved.

Lee Mandell
Chair, Geographic Information Coordinating Council

November 9, 2011
Date of Adoption