

AZSITE Special Board Meeting

Minutes from AZSITE Special Board Meeting 2/19/2014

Location: ASM South Building, Room 207

Voting members present: Arleyn Simon, Barnett Pavao-Zuckerman, Jim Cogswell

Non-members present: Rick Karl (ASM), Shannon Twilling (ASM), Barbara Montgomery (Tierra Right of Way Services), Jonathan Haller (Tierra Right of Way Services)

A quorum was obtained

Call to order: approximately 2:09 pm

- Board introduced (Pavao-Zuckerman)
- Cogswell describes data distribution problem:
 - Tierra Right of Way services placed AZSITE information onto a public ArcGIS website that turned out to be accessible to anyone with a password (can be received for free on a temporary basis, and after that for a charge to anyone)
 - The data was unable to be downloaded, but available to anyone to view
 - Included data across the entire state – including both projects and sites, and associated metadata. Source was Tierra Right of Way.
 - A SHPO staff member identified the breach and it was confirmed by AZSITE personnel
 - This violates numerous elements of the AZSITE user agreement – including #3, #5, #6, #7, and #15
 - Cogswell has been in communication with Tierra regarding the situation and how this situation will be prevented in the future. Tierra is creating an official response/apology (to be sent to Rick Karl)
 - Upon discussion between the Board and Tierra personnel, it was determined that this was an honest mistake.
- What now?
 - The AZSITE User agreement will be updated.
 - SHPO will create a form to be signed by each user each time an unlimited data option is requested
 - Remind people that they are required to delete/destroy their archaeological search result data at the completion of a project – it should NOT be stockpiled for future use to prevent potential inaccuracies that could be caused by future site boundary updates. This also is a data security risk.
 - User application will be updated to explain that AZSITE data cannot be used in any other format other than desktop ArcGIS on an individual user level
- Tierra question:
 - Where do they go from here? They are currently without AZSITE access nor permission to receive records searches from the Archaeological Records Office.
 - Board votes unanimously to restore AZSITE Access to Tierra
 - Follow-up line item to be added to April Board meeting agenda

Adjourned: 3:12 pm