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DEPARTMENT: Administration

STATE OF MINNESOTA
OFFICE MEMORANDUM

DATE: July 15, 1992

TO: The Honorable Arne H. Carlson
Governor

FROM: *Dana B. Badgerow*
Dana B. Badgerow
Commissioner

PHONE: 296-3862

SUBJECT: GIS Interim Report

As we are learning in a number of our reform initiatives, information systems and data are the fuel that drive state and local government service delivery. Last fall, you established the Governor's Council on Geographic Information by Executive Order, and I am pleased to report that the appointees to that Council have been hard at work to define the future direction for geographic information systems in the state of Minnesota.

I am pleased to present their first interim report, dated June 30, 1992. The Council consists of representatives of the public and private sector and represent a cross section of state agency and local units of government. Even the federal government is represented, since federal geographic data are so integral to effective GIS. It has been an outstanding example of these sectors coming together to solve common problems and find common solutions.

GIS is critical to more effective service delivery in the environment, in public safety, and in preservation of our natural resources. This Council's work will lead to better intergovernmental cooperation, a better understanding of the importance of GIS, and to solutions that place the diverse interests in partnership with one another--leading to both cost savings and efficiencies, and to a more seamless, customer-driven service.

I know that you join me in thanking this initial Council for their work and support them as they move forward in FY93 to develop more concrete plans and recommendations. If you, or members of your office, have questions about this important report or would like additional information, please give me a call and we will arrange a briefing.

DBB/mh

Enclosure

c: Don Anderson
Patsy Randell
Ed Stringer

**Governor's Council On
Geographic Information**

***Status
Report***

June 30, 1992

OFFICE OF DAKOTA COUNTY ATTORNEY
JAMES C. BACKSTROM
COUNTY ATTORNEY



Dakota County Judicial Center
1560 West Highway 55
Hastings, Minnesota 55033

Telephone
(612) 438-4438
Charles A. Diemer, First Assistant

June 30, 1992

Dana B. Badgerow
Commissioner
Department of Administration
200 Administration Building
50 Sherburne Avenue
St. Paul, MN 55155

Dear Commissioner Badgerow:

As required by Governor Arne Carlson's Executive Order #91-19 the Minnesota Council on Geographic Information has completed its first annual report. The enclosed report details the council's accomplishments to date and its plans and recommendations for future action.

Sincerely,

Lori Peterson Dando
Assistant Dakota County Attorney
Acting Chair, Governor's Council on Geographic Information

LPD:JM:llm

Attachment

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Introduction

Responding to a need to oversee development of Minnesota's growing investment in geographic information system technology, Governor Arne Carlson created the Governor's Council on Geographic Information in September 1991.

The current council is an interim body composed of members of the state's geographic information system (GIS) community (Appendix B). Members come from state agencies, local and federal governments, and higher education. The 13 members were appointed by Commissioner of Administration Dana Badgerow in February 1992.

The first meeting of the council was held March 27, 1992. A mission statement was adopted and several long- and short-range goals were identified. The mission statement sums up the council's objectives:

The Council on Geographic Information promotes efficient and effective use of resources by providing leadership and direction in the development, management and use of geographic information in Minnesota. The council makes recommendations in areas including, but not limited to, policies, institutional arrangements, standards, education and stewardship.

Four committees were established to accomplish the goals. This first annual report on the activities of Minnesota's Council on Geographic Information includes summary reports from the acting chair and each committee. As detailed by executive order (Appendix A), the report was to include:

- Recommendations to establish a permanent organization to supersede the council created by the executive order.
- Recommendations for addressing the needs described in the executive order.

Due to the size of the task, and because the council has been in existence for only four months, this is a status report and does not present final recommendations. It is the council's goal to have recommendations on a permanent structure by Sept. 30, 1992.

Chair Report

The overall goal of the Governor's Council on Geographic Information is to facilitate the development and use of geographic information for the benefit of the people of Minnesota. In its short life, the council has made progress toward that goal.

Its most important achievement was determining that the council and its permanent successor must assume a leadership role in seeing that standards and policies are established. The need for leadership is widely recognized. Appropriate standards and policies are necessary if GIS data is to be available to the widest possible user spectrum. The standards cannot be vendor-specific and must facilitate the exchange of data among systems and users; the unhindered flow of data throughout the GIS community will allow the most efficient and effective use of resources. Other organizations, most notably the Minnesota GIS/LIS Consortium, have attempted to provide the necessary leadership, but until now no organization exists with the authority to adopt and implement GIS standards and policies for all levels of government. It is the intent of the council to recommend that such an organization be created.

To accomplish its extensive goals, the council established four committees. Each committee has met several times and reported back to the full council. When possible, the committees are using the products and efforts of other entities who have been involved with GIS. The committees are to:

- Determine what organizations in Minnesota use geographic information. The effort of this committee is being advanced by a survey being conducted by the University of Minnesota Center for Urban and Regional Affairs.
- Describe the primary users of geographic information technology in Minnesota and evaluate appropriate relations with each. The committee's report contains a preliminary listing and brief descriptions of key GIS technology users.
- Identify and establish the council's long-term goals. Twenty goals established by the council have been consolidated into three broad areas of action.
- Recommend an organizational structure under which the council will operate. The bylaws developed by this committee and adopted by the council represent the short-term structure of the council. The committee's report contains a work plan for developing the council's recommendation for a permanent structure and legislation.

The first two committees are well on the way to gathering data on the geographic information community in Minnesota and its resources. The council's future tasks are concentrated along courses defined by the third and fourth committees: developing the council's long-term goals

Committee Report: Entities Involved in Geographic Information

This committee was established to compile a comprehensive list of entities that are exploring or using geographic information in the state of Minnesota. Inventorying these entities will require projects concentrating on three areas:

State and local government, including the education community. The Government Information Systems Manager's Organization (GISMO) is currently conducting a survey in conjunction with the University of Minnesota's Center for Urban and Regional Affairs. The survey results should be available near the end of June or in July 1992. Access to this database should result in the most up-to-date list available for these sectors.

The federal government. There is no known resource available that catalogues what federal agencies are doing in the realm of geographic information. The council should utilize the Minnesota GIS/LIS Consortium, since most federal agencies in Minnesota that are exploring or using geographic information have some representation or contact with the consortium.

Using a questionnaire similar to GISMO's, the council could expand on the work done by that organization. The questionnaire could be distributed at the 1992 fall GIS conference. Alternatively, the council could use the GIS/LIS Consortium's mailing list to do a mail survey. Both of these methods would require some funding to collect, collate, print and distribute the information.

The private sector. The third project will identify GIS entities in the private sector. The best method is to again distribute the GISMO questionnaire. This could be done through vendor user groups and professional societies. Most of these groups are not willing to share their mailing lists but many would include a survey in their mailings to their membership. The council would identify the target industries and then contact these groups. Funding would be necessary to collect, collate, print and distribute the information.

Committee Report: Primary GIS Organizations and Key Relationships

The council has a responsibility to help Minnesota coordinate its various GIS and land information system activities. Because there are many organizations actively using GIS technology and many others responsible for some type of coordination, there is a need to identify the major actors and recommend how the council should relate to each.

This committee report lists major actors in several sectors: federal, state and local government, the private sector, and professional associations. Most listings contain three sections. The first is a brief description about the organization. A second section presents an initial recommendation on how the council should relate to that organization. The third is a list of contacts; although not necessarily comprehensive, the list will provide an initial contact with many organizations.

At this time the committee sees the most important relations to be with the state's Information Policy Council (IPC), Information Policy Office (IPO), Land Management Information Center (LMIC), and the GIS/LIS Consortium. Contact references to these organizations are relatively complete. Other organizations will be important at various times as the council pursues different initiatives.

Federal Government

The **Federal Geographic Data Committee (FGDC)** has primary responsibility to promote coordinated federal development, use, sharing and the dissemination of surveying, mapping and related spatial data.¹ FGDC includes representatives from 13 departments and independent agencies and is chaired by a representative of the Department of Interior. It has established several subcommittees; e.g., soils and wetlands, each chaired by a lead agency. Other federal committees, such as the ad hoc Working Group on Spatial Water Data, coordinate with FGDC.

An additional important FGDC focus is to provide guidance and promote cooperation and coordination among federal, state and local governments, as well as between the public and private sectors. Initial steps to develop this interaction will be taken by a liaison working group that will assess the needs of the non-federal community and coordination opportunities with that community. The objective of this interaction will be a partnership among the federal, state and local government agencies and the private sector in the development of a national spatial data infrastructure.

¹These responsibilities are spelled out in the U.S. Office of Management and Budget Circular A-16, revised Oct. 19, 1990.

State Government

The **Information Policy Council** consists of executive staff from state agencies, mostly assistant and deputy commissioners. IPC advises the Commissioner of Administration (the state's chief information officer) on the progress, direction and needs of information management in the executive branch, and also serves as a permanent advisory board on all matters of information policy. In this role, IPC reviews and recommends policies relating to information management, and works with IPO to implement state policies. IPC is divided into five topical subcommittees: Education, Electronic Data Interchange (EDI), Futures, Information Management and Architecture. At this time, only the scope of the EDI committee has been clearly defined. IPC receives staff support from IPO.

IPC is an important group for the council. Their endorsement of our state-level policy recommendations will ease implementation. IPC is one vehicle for the council to use when it desires to work closely with state agencies on various issues. Ideas can be exchanged on matters of mutual concern. It will be important to follow the development and work of the new IPC committees. Council member Eugene Gere is also a member of IPC, has already presented information about the council to IPC, and will be able to facilitate ongoing communication.

Contact: John Manahan, Chair, (612) 296-7091
Patti Hals, Staff, (612) 297-5560

The **Information Policy Office** creates policy, seeks advice from advisory bodies, adopts statewide standards and implements state policies. The office is responsible for development of a statewide information architecture, review and approval of information systems budget requests, review of the operations of information systems by state agencies, and the management of a planning process for state information and records management. Because geographic information is a part of information architecture, the office has been involved with issues related to GIS for some time. These issues include statewide data management, funding, standards and state base map. It is the position of IPO that information management principles and guidelines apply equally well to geographic information as to other information and systems.

IPO provides the council with administrative staff and a limited budget.

Contact: Sarah Kline-Stensvold, Director, Planning Division, (612) 296-5693

The **Land Management Information Center (LMIC)** was formerly in the State Planning Agency and is now part of the Department of Administration's InterTechnologies Group. It was the original GIS operation in Minnesota and source of expertise and data for most state agencies. LMIC's enabling legislation called for it ". . .to foster integration of environmental information and provide services. . . ." LMIC has encouraged state agencies to use environmental and other

County government is responsible for much land data. There are 87 counties in Minnesota, but they can be approached as a group through the Association of Minnesota Counties and other such statewide associations.

Minnesota counties have nearly exclusive control of land title and tax data and environmental issues. All counties follow state guidelines on what and how land parcel data is kept. Three county cooperatives -- Minnesota Counties Computer Cooperative (MCCC--44 counties), Mid-States Computer Cooperative (19 counties), and Minnesota Counties Information Systems (nine counties) -- provide tax processing capabilities to a total of 72 counties. Most of the remaining counties are relatively large and have their own computer processing capabilities. Much rural appraisal work is based on soil productivity and could benefit from GIS technology; many county assessors use the Soil Science Information System (SSIS) or other related GIS technologies to appraise farmland.

Counties also have environmental databases. A number of northern counties maintain GIS inventories of forest stands on tax forfeit land, either using their own GIS capabilities or purchased computer services. County-based soil and water conservation districts (SWCDs) are independent of parcel-based activities. The state Board of Water and Soil Resources has assisted these SWCDs in acquiring GIS technology. These activities require both state and locally generated data.

Counties use more land-related data than other local governments. In order for the state to benefit from local data gathering efforts, it must provide support and standards to counties. The council should take the lead in these efforts. Developing and implementing these standards should be coordinated with major computer service providers.

Contact: Jim Mulder, Executive Director, Association of Minnesota Counties,
(612) 224-3344
John Derus, President of AMC Board of Directors, (612) 348-3086
Fred Logman, Executive Director, Minnesota Counties Computer Cooperative,
(612) 224-3344
Chad Swanson, Mid-States Computer Cooperative, (612) 589-3965
Dana Flink, Executive Director, Minnesota Counties Information Systems,
(218) 326-0381
Pierre Robert, SSIS Coordinator (612) 625-3125
See also IISAC above.

Council member Fred Logman can ensure good access to MCCC.

Regional government is most active in the Twin Cities metropolitan area, but operates across the state. In the Twin Cities, the Metropolitan Council has been a sporadic user of GIS; its major

Carol Johnston, UM-Duluth, (218) 720-4269
Robert Bixby, St. Cloud State University, (612) 255-2170
Linda Tomaselli, Mankato State University, (507) 389-5032
Robert Werner, University of St. Thomas, (612) 647-4912
Charlie Parson, Bemidji State University, (218) 755-2878

Craig and Johnston are council members and can facilitate communication with the University of Minnesota.

Professional Associations

The **Minnesota GIS/LIS Consortium** has been an important vehicle for the exchange of GIS information and ideas among federal, state, regional, local and university groups since 1988. The purpose of the consortium is to provide a mechanism for communicating, developing, understanding and sharing information among the community of GIS and LIS users and data producers in the state. Originally started as an ad hoc group, the consortium has since been incorporated and is seeking not-for-profit tax status. Key activities beyond sharing have been preparing the Minnesota Geographic Data Integration Project for the Department of Administration's InterTechnologies Group in 1989; organizing statewide annual conferences on GIS/LIS since 1990; and providing advice on priorities for GIS-related Legislative Commission on Minnesota Resources proposals. The consortium consists of a nine-member board of directors, a forum composed of major GIS/LIS users in the state, and standing and topical committees. The forum meets at least twice a year to discuss current activities of each organization, present and discuss current GIS/LIS issues in Minnesota, and submit advice to the board of directors.

The consortium represents some of the most active GIS/LIS users in the state, and should be viewed as an important source of expertise and assistance. In particular, the consortium has the human resources and mechanics to develop or review standards the council might adopt. The consortium provides good access to the Minnesota user community.

Contact: David Claypool, chair, (612) 298-5278

Several council members are also members of the consortium.³

Other Minnesota groups, such as the Minnesota County Surveyors Association and the Minnesota Public Works Association, play an active GIS/LIS role within their specialty group. They have a great deal of expertise in these areas and should be called upon for assistance in developing standards or policies. In general, it is preferable that the groups work with the GIS/LIS Consortium to empower the consortium, to provide a multi-disciplinary aspect to their work,

³As of June 1992, David Claypool is chair, Leslie Maki is vice-chair and William Craig serves on the board of directors.

Committee Report: Long-Term Goals and Activities

At its first meeting the council reviewed the executive order to develop a common understanding of its role and purpose. A list of 20 goals emerged from this discussion:

1. Coordinate sharing among/between units of government.
2. Advocate for the development/implementation of GIS/LIS.
3. Stewardship of geographic information.
4. Provide leadership and direction.
5. Establish policies.
6. Make ties with private sector.
7. Efficient/effective use of government resources in the use of GIS/LIS to promote better management/operation/decision making.
8. Legitimize the use of GIS.
9. Help provide/secure GIS funding/resources.
10. Improve access to federal GIS information and encourage creation of new systems where applicable.
11. Monitor and periodically measure current GIS status/environment.
12. Facilitate education/training outstate (identify where the opportunities are).
13. Help to prioritize limited resources.
14. Promote the development of quality, accurate data bases to be shared.
15. Do the best job managing the public's resources.
16. Ensure that individual GIS efforts add up to a collective good.
17. Clearinghouse function.
18. Promote technology transfer.
19. Provide organizational structure, financial support and personnel direction to a statewide approach for developing and managing geographic information.
20. Encourage research and development and incubation.

To facilitate its work, the committee reviewed these preliminary goals and consolidated them into three broad areas:

- Management/coordination
- Establishment of spatial data standards, policies and guidelines
- Knowledge sharing

achieves its maximum potential. Data sets must be created that are available for use by the greatest number of people. The council must also guard against repressive, impractical and costly rules that stifle creativity, innovation and experimentation.

A council priority is to identify and categorize the areas that would benefit from relevant standardization. The council will promote adoption of existing standards and will move to have new standards and guidelines developed where there is a void. The council will disseminate information about the advantages of accepting a level of conventionality in geographic information processing.

Several tasks have been identified as essential to the successful implementation of standards:

Develop a goals statement: Determine why data standards are needed, who will be impacted, what benefits are anticipated, what costs will be accrued, and areas where standards are not required.

Develop definitions: A framework is needed to categorize the various types of standards necessary to promote geographic information processing.

Do a resource assessment: To complete the task of determining what standards to develop, an assessment of resources, both in terms of expertise and funding, is required.

Inventory existing standards: An exhaustive inventory of existing standards, and those currently under development will be made. This will help the council avoid duplicating efforts, as well as provide the background necessary for further standards development.

Evaluate need: Analysis of the inventory will allow the council to encourage the adoption of appropriate existing standards and identify areas where new standards are needed.

Develop standards: Creation of data standards that complement existing conventions will be done by subcommittees under the guidance of the council, which draws expertise from the GIS/LIS Consortium, academe, state and local government.

Implement and promote: Prototypes for newly developed standards will be developed and tested, and promotion activities will be designed to inform the user community of the benefits and details of the new standards. Networks for users to share experiences in using such standards will be established and promoted.

Ongoing monitoring: Regular review and periodic update of standards will be conducted to ensure they continue to benefit the constantly changing environment of information management.

use of video teleconferencing should also be encouraged as a way of reaching outstate Minnesotans.

State agencies should be encouraged to coordinate and share their internal training to avoid duplication and reduce costs.

Existing users should be encouraged to participate in forums and committees leading to the adoption of GIS standards.

Management-level training should be addressed as it relates to cooperative efforts that require administrative decisions and interaction between agencies. Management should be made aware of funding sources and taught to compete for and use funds in an effective manner.

In addition to conferences and workshops, the council should encourage increased opportunity for existing users to share knowledge on a day-to-day basis. The council could function as a clearinghouse for information by using several communications vehicles:

- In-state GIS/LIS newsletters
- A central repository for GIS macros
- A regularly updated database dictionary
- An electronic bulletin board accessible statewide, to which users could post questions and information about GIS
- A library of resource data and data sources, aerial photography, remote sensing data, GIS layers, standards and special purpose GIS macros

The council should work for enhancement of research and development by encouraging university research into GIS needs, including incorporation of spatial statistics and improved integration of image processing and remote sensing.

The council should encourage standard benchmark studies addressing a broad range of GIS applications. The results of these studies can then be made available to local units of government and the private sector, through the council or other organizations.

The council supports funding of case studies and demonstration projects that develop new applications of GIS to routine government business operations or particular management problems.

Committee Report: Structure and Permanent Organization

The council recommends creating a permanent organization to supersede the interim council created by Executive Order 91-19. In order to meet the long-term goals derived from the executive order, a permanent organization with authority is required.

The role and purpose of the permanent organization will be defined by the council's mission statement and evolving long-term goals. The permanent organization will assume a leadership role and will direct and coordinate the efforts to attain the current goals, as well as encouraging and managing the emergence of new goals. The council has developed a work plan to achieve these objectives.

Secure Advice of Primary Geographic Information Actors for Guidance: Members of the council propose to interview the following key actors:

- Commissioner Dana Badgerow, Department of Administration
- Assistant Commissioner Steve Gammon, IPO, Department of Administration
- Assistant Commissioner Bernie Conlin, InterTech, Department of Administration
- Commissioner Rod Sando, Department of Natural Resources
- Commissioner James Denn, Department of Transportation
- Representative Phyllis Kahn
- Representative Rick Krueger
- Senator Gene Merriam
- Senator Larry Pogemiller
- Executive Director, Association of Minnesota Counties
- Board President, Association of Minnesota Counties
- Executive Director, League of Minnesota Cities
- Board Chair, League of Minnesota Cities

Preliminary Set of Questions for Interviews

1. Are you aware of the Governor's Council on Geographic Information and the GIS/LIS Consortium?
2. What are your reactions to the attached list of goals developed for the council? Are they consistent with what you believe to be the appropriate role and purpose of the council?
3. Who should council report to; i.e., Governor's Office, Commissioner of Administration, Legislature?

**Appendix A:
Executive Order 91-19**



EXECUTIVE ORDER 91-19
PROVIDING FOR THE ESTABLISHMENT OF A
GOVERNOR'S COUNCIL ON GEOGRAPHIC INFORMATION

I, ARNE H. CARLSON, GOVERNOR OF THE STATE OF MINNESOTA, by virtue of the authority vested in me by the Constitution and the applicable statutes, do hereby issue this Executive Order:

WHEREAS, the management of geographic information about the character and location of the state's natural and cultural resources, and the human and economic activities that affect and are affected by those resources, is essential to all levels of government, state, local, and federal, in the State of Minnesota; and

WHEREAS, there is a need to coordinate the various activities in geographic information systems (GIS) and land information systems (LIS) in order to better exchange and share information and to enhance the stewardship of geographic information in the management of public resources; and

WHEREAS, the current Minnesota GIS/LIS Consortium, a volunteer organization, has been engaged in a variety of educational, communications, and information sharing activities but lacks explicit authority to recommend standards, policies, and guidelines; and

2. The Council shall be appointed by the Commissioner of Administration who shall solicit nominations from the Minnesota GIS/LIS Consortium and other interested groups, and shall be composed of not more than 15 members with knowledge and interest in the GIS field representing state government, higher education, local government, federal government, and GIS user(s) in the private sector. The Council shall elect a chair.
3. The Council shall formulate and adopt a charter for its own operation and the formation of topical advisory committees.
4. The Council shall receive administrative staff support from the Information Policy Office, technical staff support from the Land Management Information Center, and advice from the Minnesota GIS/LIS Consortium.
5. The Council's first annual report on June 30, 1992 shall include recommendations for legislation to establish a permanent organization to supersede this Council and recommendations for addressing the needs described in this executive order.
6. Until such time that a permanent organization is established to supersede this Council, it shall prepare an annual report by June 30th of each year for the Governor, to be submitted through the Commissioner of Administration, describing accomplishments from the previous year and plans and recommendations for the future.

Pursuant to Minnesota Statutes 1990, Section 4.035, subd. 2, this Order shall be effective fifteen (15) days after publication in the State Register and filing with the Secretary of State and shall remain in effect until rescinded by proper authority or it expires in accordance with Minnesota Statutes 1990, Section 4.035, subd. 3.

**Appendix B:
List of Council Members**

Members of the Governor's Council on Geographic Information

	Position & Organization
David Claypool	Surveyor, Ramsey County
William J. Craig, chair	Assistant Director, Center for Urban & Regional Affairs, University of Minnesota
Lori Peterson-Dando	Assistant County Attorney, Dakota County
Eugene Gere	Assistant Commissioner of Administration, MN Department of Natural Resources
Carol A. Johnston	Administrator, GIS Laboratory, Natural Resources Research Institute
Paul Leegard	GIS Coordinator, Anoka County
Frederick Logman	Executive Director, Minnesota Counties Computer Cooperative
Leslie Maki	MIS Bureau, MN Department of Natural Resources
Marvin Niedan	Director of Management Services, Southwest/West Central Educational Cooperative Services Unit
Merle E. Southern	Chief, Mid-Continent Mapping Center, U.S. Geological Survey, National Mapping Division
Mary B. Welfling, vice-chair	Director, Office of Information Policy, MN Department of Transportation
Philip Wheeler, secretary	Director, Rochester-Olmsted Planning Department
Kenneth L. Whitehorn	Department Head, Department of Mapping and Surveying, Itasca County

(Note: There are 2 vacant private sector membership positions.)

**Appendix C:
Bylaws of the Governor's Council
on Geographic Information**

Bylaws of the Governor's Council on Geographic Information

Adopted May 6, 1992

This Council on Geographic Information is established pursuant to the authority of Executive Order of the Governor of the State of Minnesota 91-19.

**Article I
General Purpose**

Section 1.1. The general purpose of the Council on Geographic Information is to promote efficient and effective use of resources by providing leadership and direction in the development, management, and use of geographic information in Minnesota. The Council makes recommendations in the areas including, but not limited to, policies, institutional arrangements, standards, education, funding, and stewardship.

**Article II
Parliamentary Procedure**

Section 2.1. Roberts Rules of Order shall be followed in the conduct of each meeting unless suspended by the members of the Council in attendance at the meeting.

**Article III
Membership**

Section 3.1. The Membership of the Council shall be comprised of fifteen members representing the following constituencies: State Government, Higher Education, Local Government, Federal Government, and GIS Users in the private sector.

Section 3.2. The Members shall be appointed by the Commissioner of Administration, State of Minnesota.

Section 3.3. Members shall serve without compensation, except for expenses, according to State of Minnesota "Commissioner's Plan."

Section 5.4. Any officer or committee chair may be removed upon a 2/3 vote of the Members of the Council.

**Article VI
Committees**

Section 6.1. The Chair may appoint such committees and may appoint a committee chair as deemed necessary to exercise the powers of the Council in accordance with these bylaws and as allowed by law.

Section 6.2. The committees shall report their activities and findings to the Council.

**Article VII
Amendments**

Section 7.1. Any Member may petition the Council or the Council on its own initiative may recommend changes in these bylaws. An Amendment shall become effective upon 2/3 vote of the Council.