

**Response to 2005-2006 Ventura County Grand Jury Report Entitled**  
*Geographic Information Systems Data Sharing*  
August 10, 2006

**Recommendations:**

- R-1. The County should develop a specific GIS request format for anyone to use when requesting GIS data from any County agency, division, or section.**

Currently ISD has a Public Records Act request form which is provided to requesters. ISD/GIS staff may complete the form on behalf of a requestor. Additionally, there is self-serve Internet access to GIS parcel data (the most frequently requested data). The County Geographic Information Officer will work with the GIS Oversight Committee to establish a common form and process for responding to GIS data requests. The targeted completion date for this action is prior to the end of the current quarter.

- R-2. The County should develop a price list or some other means that makes clear to anyone requesting GIS data the exact cost of reproduction and any other fees that may become available. The cost of reproduction could include making GIS data available on CD, DVD or other electronic storage means depending on the size of the GIS data requested. The availability and cost of the data in a printed format should also be identified.**

ISD has a price list for our standard GIS services and printed products. RMA has a similar price list. ISD is now following the California Public Records Act requirement that only the time involved in actual duplication or copying of the data, plus the cost of data medium is charged. However, ISD is also following recently implemented County policy which specifies that the first two hours of service are to be provided at no cost. The time required to duplicate or copy the data varies depending on the type and amount of data requested.

In addition to making individual GIS data available on a request basis at no cost, the County will continue to make available an on-line, automated GIS Data Subscription Service for those entities that desire additional, value-added services such as automatic updates and on-line access to core GIS Program data. The price of this optional service will continue to be based on the costs required to provide the service in a secure, automated manner.

- R-4. The County should develop procedures to ensure that responses to GIS PRA data requests are made in a timely manner consistent with PRA legal requirements.**

ISD believes that with the GIS PRA applicability question now answered by County Counsel, the County is responding to all GIS PRA requests in a timely manner. Additionally, the GIS Oversight Committee (the County's advisory authority) authorized the County Geographic Information Officer to work with all County departments/agencies to standardize the procedures, requirements, and forms utilized in fulfilling California Public Records Act requests. Pending completion of this effort, as previously noted in response to Recommendation 1, ISD has made self-serve Internet access to GIS parcel data available for the most frequently requested data.