

**Response to 2005-2006 Ventura County Grand Jury Report Titled  
Geographic Information System Data Sharing  
by the Resource Management Agency**

September 7, 2006

**Findings:**

I materially concur with the findings documented within the report. It is important to be aware that the Resource Management Agency's ("RMA) GIS division is a discretionary program and only a small fraction of the data generated by the program is created through grant funding. Without the capability to supplement the costs of this discretionary program, the ability of our Agency to sustain the program during difficult financial times and the overall quality and timeliness of program data may be compromised.

**Recommendations:**

**R-01. The County should develop a specific GIS request format for anyone to use when requesting GIS data from any County agency, division, or section.**

RMA currently has a GIS request form which is provided to requesters. The RMA-GIS staff also meets with customers to help them identify their specific data needed.

**R-02. 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.**

RMA has a price list for our standard GIS services and printed material. We are 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. RMA 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. The RMA-GIS staff also meets with customers when needed to help them identify the GIS data reproduction format which will best fit their needs.

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**R-04. 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.**

RMA is currently responding to all GIS Public Records Act requests in a timely manner. By direction of the GIS Oversight Committee (the County's advisory authority), RMA will work the County Geographic Information Officer and other County agencies on procedures to ensure continue timely responses.