Technology Oversight Committee Meeting
LIRC Engineering Conference Room
2025 Winsett
Tucson, Arizona 85719

March 15, 2011
4:30 p.m. – 6:20 p.m.

MINUTES

Committee Members Present:
Ashton Bergstrand
Tressa Escarpeta
Scott Horten - Chair
Harry McGregor
Robert O’Toole – Vice Chair

TUSD Staff Present:
John Gay – CIO
Andrea Marafino
Leon George
Raymond Thibault

Committee Members Absent:
Mark Stegeman
Mike Hicks
Theo Gomez
Jorge Figueroa-Cecco
R. Thomas Meyer

Guests Present:
Alex Hingle
MEETING CALLED TO ORDER
Scott Horten called the meeting to order at 4:30 PM.
Notes from the February 28 meeting were approved

Update on the SLD “HATS” Review

HATS review was on 3/1 and went very well. Questioned us about procurement practices and process for planning Technology. A random RFP was requested by the reviewers and all documentation was provided to them. We are expecting money from the SLD in several weeks. Next in the process is subject to a selective review. This is the last thing to happen before a funding commitment letter is issued. This is to make sure you are following your tech plan. We have a selective review of our tech plan for this year. Following that a check should be issued to the vendor then back to us.

Update on mini-bid for 2011-2010 WAN and Long Distance Service

The Board approved the contract award at the last Board meeting. Mr. McGregor asked about who the vendor is and also the details of the contract. Mr. Gay stated the renewal was for internet service from Login Corp. Two contract awards were for the T-1s and local telephone, and another was for long distance service. Both were awarded to Qwest as a result of the mini-bid process. This was made under the new state master contract and pricing information was looked at for all vendors. In looking at our voice telephone system, the voice side may be moved up due to age. This will be brought up to the TOC. We are at risk for failure due to the age. Phones are becoming an issue at schools as well. Mr. Gay will send a set of questions and answers to the TOC members that originally was sent to Dr. Stegeman.

Lawson Update

Project milestone, budget summary and risk assessment are topics about Lawson that was provided to the Governing Board members. Lawson did not bid on clock service so that the WFM (work force management) program can be utilized. An RFP went to Kaba (sp) to buy clocks for physical swiping and kiosks for the rest of the staff. Kaba has never worked with Lawson. WFM is new has never been used in a school district. We required both vendors to come to work out gaps with the program. WFM will not work with the school district but we are trying to work out these issues.
We won't be able to go live with it until mid fall. We plan on bringing in an expert on how to go forward, and also we will visit school districts that use Lawson and find out how they pay people. We will then decide if we are going to stay with WFM.

**Review of Traffic Graphs**

A sketch was sent to TOC members and is adequate. Mr. McGregor stated that Morrow is at 1 GB, but should be connected at 10 GB. Mr. Gay stated there is a 10 GB portion of it, but not all the way to the switch. We are operating on a 1 GB dual capacity. Mr. McGregor would like a full day graph – same type of graph but for a full day broken down 5 or 10 minute intervals.

**Schedule a fact finding field trip**

Mr. McGregor is interested in a visit to see how students in the classroom would be affected from the education perspective from the upgrades. He would like to see a site that hasn’t been upgraded vs. one that has. Mr. Horten suggested looking at the traffic graphs before we decide on a specific field trip. Mr. McGregor commented that it’s already the middle of March, but if it’s looked at in the summer we will not get an accurate result. Mr. O’Toole stated we need to have an objective of what we want to see and why we want to see it in order to schedule the visits. Mr. O’Toole is in support of continuing the discussion at the next TOC meeting. Mr. Horten also stated he would be interested in seeing more detail on the graphs as well. Discussion on blocked websites due to lack of bandwidth was held.

Mr. McGregor requested an SLD/ERATE review update on funding by the next TOC meeting, also have a review of network traffic graphs. Mr. O’Toole requested information about bond funds at the previous meeting, it will be put on the next TOC agenda. Legal council introductions will be added to the next agenda. Mr. Bergstrand wants to define the visit to the schools. Mr. O’Toole requested to have an update from the CIO on the following agendas.
CALL TO THE AUDIENCE:

SCHEDULE AND CONFIRM

MEETING ADJOURNED
Meeting was adjourned at 6:20 P.M.

The next scheduled meeting is on Tuesday, April 19 2011 to be held in the Technology Conference Room

Mr. O’Toole motioned to adjourn the meeting. Mr. Meyers seconded the motion.

Approved_______________________

krd
3/15/11
CALL TO THE AUDIENCE:

SCHEDULE AND CONFIRM

The next scheduled meeting is on Tuesday, March 15, 2011 at 4:30 to be held in the LIRC Engineering Conference Room.

MEETING ADJOURNED

Meeting was adjourned at 6:37 P.M.

Mr. O’Toole motioned to adjourn the meeting.
Mr. Meyers seconded the motion.

Approved _____________________________

krd

2/28/11