MINUTES

Technology Oversight Committee Meeting
LIRC Engineering Conference Room
2025 E. Winsett

September 26, 2011
4:30 p.m. – 6:00 p.m.

MINUTES

Committee Members Present:
Ashton Bergstrand
Scott Boone
Tressa Escarpeta
Michael Hicks – Gov. Board Member
Harry McGregor – Vice Chair
Todd Portz
Damian Shindler
Mark Stegeman - Gov. Board Member

Committee Members Absent:
Kevin Dignum
Scott Horten - Chair
Thomas Wills

TUSD Staff Present:
John Gay – CIO
Adele Edwards
Adrianne Sanchez
Andrea Marafino
Kathy Dierdorf

Guests Present:
MEETING CALLED TO ORDER

Mr. McGregor called the meeting to order at 4:30PM

Review of 8/18/11 meeting notes

UPDATE FROM TUSD CIO

John Gay introduced Adrianne Sanchez

TOC CHARTER

REVIEW STATUS OF IT INFRASTRUCTURE-RFI RESULTS

ACTIONS

Minutes were approved

John introduced Adrienne Sanchez, Assistant Director of Finance and is Chairwoman of the Strategic Technology Planning Council. STPC update should be a standing TOC agenda item.

Adrienne stated the STPC group is fairly new but the group is working on these initiatives to bring these initiatives to fruition.

Mr. Gay stated the vendor doing the engineering work for the new microwave installations for this year and construction should start today at Tucson High. 34 sites should be upgraded by February.

Not much change as far as Erate. Year 13 application is in the same status but should be approved soon. Year 14 (current request), last status was moved into initial review status. We have received questions and we have answered them.

Working on service substitutions and paperwork is being put together to be sent to the SLD.

Mr. McGregor requested people to email him directly if interested in being involved in a sub-committee to revise the charter. John Gay will find out if the sub-committee meetings need to be held as a public meeting.

Drafted the RFI and held an open forum on Sept. 29. Q&A session was held on the 9. Biggest concern was for a prime contractor or vendor. Also concerned about how can they provide a detailed response if they haven’t had an opportunity to walk the sites. That is being worked on.

We stressed to vendors what we’re looking for in the RFI is how we can best write a good RFP. Adele Edwards received 5 boxes of 19 responses and has started reviewing them.

Mr. McGregor asked if thought had been put into arranging vendor field trips to sites, to see of what is going on at the sites.
John stated that has been thought about and we need to try to figure out how to make this happen.

**END USER DEVICE LIFECYCLE & CRITICAL SERVER REPLACEMENT INITIATIVE**

The purpose of the 2 initiatives is to develop and manage a 5 year lifecycle program. We need to replace the oldest desktops and laptops in the district. Critical server replacement is to develop and manage a 5 year lifecycle program and to replace the oldest servers first. We have provided initial costs to replace the oldest equipment first. We have over 3400 desktops that are 7 years old or older. We also got cost estimate for the vendor to set up equipment and take old equipment out. The price includes data wipeout of the harddrive and 5 year warranty. Still in discussion with vendors regarding options as some of the options no longer exist. Our servers currently are at maximum storage capacity, so we are reviewing storage solutions. The next step is the hardware replacement and figuring out financing. Lease or purchase? Next issue is working on the lifecycle replacement for the servers.

Lost quorum at 6:00 p.m. Meeting adjourned.

**SCHEDULE AND CONFIRM**

The next scheduled meeting is on Monday, October 17, 2011 at 4:30 to be held in the LIRC Engineering Conference Room.

**MEETING ADJOURNED**

Meeting was adjourned at 6:00 P.M.