

**Metropolitan Educational Council
Information Technology Center
Wednesday April 14, 2010
Aladdin Shrine Center – 9:30 A.M.
3850 Stelzer Road
Columbus, Ohio 43219**

TECHNOLOGY COMMITTEE MEETING MINUTES

MEMBERS

1. Ms. Angie Crandall (P)	Director of Technology	ESC of Central Ohio
2. Mr. Dave Dewese**(P)	Technology Coordinator	Canal Winchester Local
3. Ms. Pam Earp (P)	Technology Coordinator	North Union Local
4. Mr. James Freeman (P)	Director of Technology	Whitehall City Schools
5. Mr. Kevin Miller (P)	Treasurer	Fairfield Union Local
6. Mr. Gary Orr (A)	Director of Technology	Hilliard City Schools
7. Mr. Walt Podgurski (A)	Technology Coordinator	Pickerington Local Schools
8. Mr. Joe Schiska (P)	Technology Coordinator	Gahanna-Jefferson City Schools
9. Mr. Keith Schlarb (P)	Director of Computing Services	Worthington City Schools
10. Mr. Kevin Snyder (P)	Director of Technology	Lancaster City Schools
11. Mr. Jeff Thoman (P)	Supervisor of Technology	Tolles Technical Center

** Committee Chairperson

OTHERS

1. Mr. Ron Miller (A)	Executive Director	MEC
2. Ms. Sue Ward (A)	Fiscal Officer	MEC
3. Mr. Dayna Duncan (P)	Assistant Director	MEC
4. Mr. Bret Longberry (P)	Director	MEC
5. Mrs. Cheryl Cahlander (P)	Coord. of Administrative Services	MEC

- I. Fiscal Services Update
- II. INFOhio Services Update
- III. Student Services Update
 - a) EMIS Update
 - b) DASL Upgrade
 - c) Progress Book Upgrade
- IV. Technical Services Update
- V. Administrative Update
 - a) FY11 ITC Budget/ State Funding
 - b) 2010-2011 Service Fee Schedule
 - c) ODE Site Visit 4/15/2010
 - d) OASBO 4/22/2010
 - e) Future Meetings
 - Next meeting 8/31/2010
- VI. Financial Report
 - a) Revenue YTD
 - b) Expenditures YTD
 - c) Budget Planning for FY11
- VII. Items by Committee Members

Meeting called to order by Dave Dewese – Committee Chairperson at 9:34 AM.

A motion to accept the minutes of the February 24, 2010 meeting was made by James Freeman. Second by Kevin Miller. Motion approved.

- I. **Fiscal Services Update**
 - a. Fiscal Year End is just around the corner. Please see the spring issue of the newsletter for some great information.
 - b. eProcurement testing is continuing for Teays Valley. Setup instructions have been sent out to other ITCs. MEC will be making further announcements later this spring regarding full roll-out to districts. There is no additional charge for this service. It allows you to shop the co-op catalogs and have a work flow with USAS to complete an approval process and lead to the creation of a purchase order without paper requisitions.
- II. **INFOhio Services Update**
 - a. INFOhio was recently honored by the Ohio Senate for 2 decades of service to Ohio schools.
 - b. Teachers and librarians now have access to a new set of electronic tools to allow them to leverage the changing technological landscape to prepare its students for the 21st century. See the newsletter for information about the INFOhio Learning Commons.
- III. **Student Services Update**
 - a. **EMIS**
 - i. The EMIS_R testing phase is to be completed no later than the first week of April so that the performance period can begin by mid-April.
 - ii. ODE is processing the data districts previously submitted through the data collector during the testing phase.
 - iii. Should start seeing Level 2 Validation reports and e-mails. Do not use these yet to correct your October data.
 - iv. Please check the newsletter for new information regarding Race/Ethnicity Reporting Changes for 2011 as well as the updated processing schedule for the rest of 2010.
 - b. **EMIS – Legacy System**
 - i. June 10N data reporting periods are still being reported using the legacy system.
 - ii. June reporting scheduled to begin May 7, 2010.
 - c. **DASL**
 - i. Training for Eastland-Fairfield CTC has begun. Data is being manually entered since the conversion tool is not ready.
 - ii. Continuing to work with Groveport Madison Schools for conversion. Still working on planning meeting schedule.
 - iii. Staff members presented a DASL demo for Teays Valley on 2/24/2010.
 - iv. DASL support staff and Business Integration Group (BIG) are working to complete a conversion process for use by ITCs in May/June. There currently is not a conversion process that works at this time.
 - v. The next release of DASL (10.3) was applied on March 30, 2010. See the newsletter for highlights.
 - d. **ProgressBook**
 - i. New release 9.3 included a report builder.
 - ii. MEC has signed up as a BETA test site for ProgressBook. This will allow us access to new versions a quarter or ahead of past practices.
 - iii. Watch for training schedules for 10.0 very soon.
- IV. **Technical Services Update – Dayna Duncan**
 - a. Dayna Duncan provided the following updates:
 - i. Web application server testing

1. Looking to move all our web application to the Linux platform to reduce JAVA issues and periodic failures. Initial testing has gone well with Fiscal Services applications.
- ii. Cornucopia
 1. Software has been released to all ITCs. It allows 3rd party applications to push or pull data within DASL. This will allow better integration and less manual data extraction processes for the future.
- iii. Network Security Testing
 1. AT&T is offering a new service to customers that involve penetration testing of our networks. MEC usually has these types of tests every 2 years. We will be having tests run soon in support of our SAS70 audit. There is a charge for this but AT&T is working on an MEC price.
- iv. SAS70 Prep
 1. ITC staff are preparing for the annual visit for the SAS70 audit. Dayna mentioned that account status reports are coming and that we will work to make sure inactive accounts are removed.
- v. Discussions with OECN regarding State DR site
 1. MEC is working with the OECN to determine if there are opportunities to work collaboratively regarding the DR site at OCLC.
- vi. SAN Replacement
 1. Technical staff members are reviewing option for a replacement for our STORSERV units. Looking at HP, Compellant and NetApp.
- vii. Core Enhancements
 1. We are beginning our plans to move our capacity to 10Gbs
- viii. VPN solution
 1. Staff members are also reviewing option for a VPN solution that will assist in secure remote access for non-MECNET customers (Charter/Community schools) as well as staff working from home.
- ix. Web application firewall appliance
 1. Staff members are working with Quest and Juniper to determine the best solution to better protect our web facing applications. We hope to have a solution in place by the end of the summer.
- x. Web filtering
 1. Evaluation testing is now complete on the M86 unit. We are working with the vendor on final configurations and an installation timeline for August.

V. **Administrative Update**

- a. ITC Budget/State Funding
 - i. Received Q2 and Q3 subsidy payments from ODE. Preliminary warnings have been issued of a budget cut in Q4 due to below projection state revenues.
 - ii. Bret Longberry is working with Sue Ward to update the Five-Year Forecast to show a phase out of all state ITC funding by 2014. This will lead to further discussions for the Fee Sub-Committee.
- b. Service Fee Schedule
 - i. Increase the maximum service fees for Fiscal and Student Services from \$50,000 to \$55,000
 1. Increase the Disaster Recovery fee from \$1.00 to \$1.25 per ADM to allow additional services to be covered at the DR site
 2. New Service fee for OnBase document storage and retrieval based on a per project model
 3. New MECNET service fee for 1GB level at \$20,340 per year (subject to build out costs for service)

- c. ODE Site Visit 4/15/10
 - i. MEC to be visited by Francis Pompey (new COO of ODE) and Kate Harkin (new Executive Director of eTech) at 2 PM on 4/15/10. Copy of our presentation is included as a handout.
 - d. OASBO
 - i. We have a booth (#606) at the OASBO Conference 4/22/10. You can see our booth also at the Vendor Fair today.
 - e. ERATE
 - i. Bret attending one day vendor training in Tampa on 5/11/20.
 - f. Next meeting
 - i. Tentatively scheduled for Tuesday 8/31/10
- VI. **Financial Reports**
- a. ITC Revenue Year to Date
 - b. ITC Expenditures Year to Date
 - c. Budget Planning for 2011
 - i. Reducing State Funding
 - ii. Flat projections in some service areas
 - iii. Continued reductions in discretionary spending.
 - iv. Future rate adjustments will be needed.
 - v. FY11 ITC budget to be presented to the Governing Board on 5/12/10
- VII. **Items by Committee Members**
None

Bret Longberry introduced Jeff Thoman from Tolles CTC as a new member of the committee. Jeff replaces Pam Orr who has served on this committee for many years.

A motion to adjourn was made by Angie Crandall. Motion second by Jeff Thoman. Meeting adjourned at 10:45 AM.