

TECHNOLOGY ADVISORY COMMITTEE

MEETING MINUTES

Date: February 11, 2019

Location: BECON – MGM Room

Time: 2:30 p.m. - 4:00p.m.

Address: 6600 Nova Drive., Davie, FL 33317

Dial-In Information:

- Phone - (754) 321-0870 meeting number 75100 (To mute, press *6)
- SIP Dial in - for users outside the BCPS network: 75100@browardschools.com
and for users inside the BCPS network: 75100.

In attendance:

Matthew Bradford, Maximo Rosario. Robert Sanders, Vincent Vinueza, Dale Bondanza, Jeff Stanley, Teresa Macri, Julio Gonzalez, Chuck Griffin, Harmoni Clealand, Daryl Diamond (Via video Conference), Denise Vajanc, Vincent Newman, Zak Barbarosh, Ed HineLine, Philip Dalachinsky, Vernicca Wynter, John Perez (Heather Brinkworth), Mark Traviwash (Patti Good), Beth Anne Carr (Robin Bartlemann) Carol Saponaro, Stephanie Bustillo, Rick Reynolds, Stephanie March.

Agenda Items:

- 1. Call to Order** – Beth-Anne Carr, TAC Vice- Chair
 - a. Approval of the last minutes – use full names and the position for context, clarity, and for the record. Motion to approve unanimously with amendment above.
- 2. Announcements & Comments**
 - a. Announcements - Group
 - b. TAC Web site: <http://browardschools.com/tac>. Public site with all agendas, minutes to meetings. Reviewed team site. When you first go in you have a conversation (discussion side). On top, all the documents are available. TAC overview, roadmap, bylaws, etc. It's on the team site and the website as well. Jeanine used the sign in sheet to send the invitation. Whomever has not received the invitation to the site can email Beth Ann to resend. Jeanine would review the team site and the website and made updates. Maximo will now update the team site and the website.
 - c. Microsoft Teams TAC Site: Working site for providing input & collaboration opportunities – Demonstration. All TAC Members have been invited to the site.
https://teams.microsoft.com/_#/files/General?threadId=19%3A217122828b1f4f79b30e6b4e907fc8e4%40thread.skype&ctx=channel
- 3. Business before the Committee**
 - a. CIO Leadership Update - Matthew Bradford is task assigned to the CIO role. He is looking at meeting the goals and objectives that we already had in place. Working with the Board to get the proper spending authority for the projects IT has on tap. Still moving in a positive direction. Picking up as much as he can in a very aggressive time frame.
 - b. School Board Workshop - Information and Technology Update
 - i. February 12, 2019 – There will not be a Board workshop in February.
 - c. Sub-Committee Updates/Discussion –
Student Information System (SIS) Sub-committee: Jeff Stanley indicated that at the last TAC meeting we discussed responses to divide up the work of reviewing the responses for the new student information system (SIS). Beth-Ann Carr indicated that there should be a School Board representative on the SIS sub-committee.

Maximo Rosario indicated that the schedule for the sub-committees was never determined. Beth- Ann asked whether anyone had a feeling about whether the meetings need to be face-to-face. Comment – Sub-committees would meet in person and then present back to the TAC committee.

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Comment: Beth-Ann – suggested that someone from outside the TAC committee and outside the School District should sit in on the sub-committees in order to get a different perspective. Is that possible? If there are people willing, we are open to adding members to the committee.

Comment: Can the sub-committees set up schedules and bring back to TAC to make sure that **they do not overlap?**

Questions: Are the leaders of each committee in the room? Can you reach out to everyone on your sub-committee to touch base and set up schedules? Can we update the sub-committee lists and remove people who are no longer in the District? For example, the SIS sub-committee needs to remove Jeanine Gendron’s name as she retired. Beth-Ann is willing to sit on this sub-committee as the non-district employee.

Computer Refresh sub-committee – Remove Earnest from the committee. Denise Lyon did not see her name on the Refresh sub-committee and her name was added.

Single-Sign-On/Identify Management sub-committee- no outside representation but it is a current roll-out of a project and not a new initiative.

Comment: Would like to have a student representative if possible on this committee. Denise Lyon will reach out to the second student on this committee and see if they can be on this committee.

TAC Policy sub-committee- Dale Bondanza has not reached out to Veronica or Olayemi.

Transportation System sub-committee – Ed Hinline is looking at a new routing system. They did an RFI and now doing an RFP, which will go out in a week. Harmoni explained that this sub-committee can be part of the evaluation committee for the RFP. The person will have to review the information before they meet to evaluate the RFP. Harmoni explained the RFP process and John Perez added his name to this sub-committee.

Comment: Maximo indicated that the role of the sub-committee is to meet and discuss the item and then report back to TAC. It is not just a vehicle to report back to TAC but to be part of the sub-committee and give their input. Suggestion was made that the chair of each sub-committee can post into TEAMS when they are meeting and the subject so anyone who is interested from TAC can go and participate.

Strategic Planning Sub- Committee – Remove Tony Hunter and add Mathew Bradford’s name. Add Carol, John Perez, and Russell to this committee.

Recommendation: Each sub-committee should try to meet between this TAC and the next TAC meeting.

- d. Project Updates:
 - i. Technology Computing Devices ITB – Maximo Rosario – currently working on this since the contract ends Dec. 2019. Process of starting that and gathering information. Sub-committee will be working on this, to see what we currently have and what the renewal will look like. Will bring to TAC next time we meet.
 - ii. Managed Print Services – Maximo Rosario – The new printing devices (phase 1) is completing. Now in the planning phase of phase 2. Approved vendor (Lexmark) will do site assessments and will make a presentation on how to streamline printing on campuses. Classroom printers currently only print. They want to replace them with multi-functional (print, copy, staple, etc.). Lexmark will own them and take care of them. Looking at a software that gives everyone an account and they can send their print jobs to each individual and then that persona can go to the machine and log into their account and print their order form the cure. You can use any device that is free and not wait for printing if a machine is already being used. Communicate to stakeholders why devices will not be on individual desks. Assessment will provide optional locations for

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devices. Pilot (12 sites) compiled scenarios to ask vendor. Some large organizations have a person in charge of printing/copying. These are the smaller volume printers (the ones currently in each classroom). Not meant for class sets. Those should still be sent to the high-volume printers. Inventories need to match first before sending out the vendor for the assessment.

Question: Does Lexmark have the man power to send in someone to fix the small machines if it already takes them more than two days to respond for a service call.?

Response: We will hold the vendors accountable for the contract and the times stated for maintenance/fix in the contract. Maximo explained to the committee why the timing was shifted for delivery of the devices as delivery happened at the beginning of the school year instead of over the summer.

iii. Video Surveillance/Security – Teresa Macri - We are wrapping up on surveying schools. End of March we should be completed. 54% of proposals are in and we are reviewing them. Our wiring vendor could be a possible delay because of the conduit work. The conduit work requires drilling into walls. They know testing season is coming and they are doing nightwork to catch up. Not delayed yet but there is a potential for the delay.

iv. SSO Changes/Radio Migration – Teresa Macri - We met with identity management design team. There is need for some sign-offs and we are on target for that. SSO-trying to get users to register themselves with their reset questions. Ability to provide three ways to reset. Everything is looking nice on this project.

Radio migration-talking to the county and providing infrastructure and we are providing the radios. Looking at June for mass deployment of radios. So far green and will let you know if there any concerns.

Question: Why did favorites go away from Insite? Teresa answered that once people are registered through SSO they can start that back up again.

v. Maximo – Ed Hinline/Dale Bondanza - We just took control of production environment and we are doing the last bit of cleanup. Training will be completed by the 15th.

vi. WAN Upgrade – Vince Vinueza - Under the cone of silence. Planning on going to the board March 5th.

vii.

4. Adjourn - All

Future Meeting Dates for 2018-2019

- March 11, 2019
- April 8, 2019
- May 6, 2019
- June 10, 2019

Meetings are scheduled to start at 2:30pm.
