

STAGE Net Management Committee Meeting Minutes March 21, 2002

Present: David Belgarde, Pat Forster, Jerry Fossum, Jody French, John Grosen, Bonnie Jundt, Dorette Kerian, Rosi Kloberdanz, Rich Lehn, Dan Pullen, Jerry Rostad & Glen Rutherford

Absent: Roger Hertz & Darrin King

Action Items

- Revise the proposed bylaws and disseminate to committee members – Dorette Kerian
- Develop the members of the help desk taskforce – Jerry Fossum
- Resubmit the I2 project to the technical committee to look at a short term solution for two schools as well as a long term solution.
- Technology Committee to come up with solutions on the need for redundancy. What will the additional cost be and how will it be funded.
- Discuss the proposed Network Availability Policy – Tim DeGraff
- Technical Committee to review the Video Bridging Policies, specifically concerning I2 and changing the end point gatekeeper.

Help Desk Strategies

There needs to be a strategic direction for a help desk related to major initiatives such as H.323, ERP and Powerschool. Solutions need to be developed and we should also look at models that may provide a solution.

ITD's help desk is used as a call center that manages problem resolution. Some agencies (i.e. Welfare) have an application help desk, if it is an end problem then it is forwarded to ITD's help desk.

A task force will be developed to come up with solutions. The tentative member with others being added at a later date are: Jody French, David Belgarde, Cindy Kemmet, Jerry Fossum, Cheri Geisen or Pat Forster, John Geiser, ODIN representative and a HECN representative.

Discussion of Operational Procedures

ITD is currently reviewing its Network Availability policy. Tim DeGraff has met with a few state agencies and has come up with every Sunday from 0300 – 1100. Everyone would have to be notified by close of business the Wednesday before. There will be more discussion on the issue. There may be a need to prioritize applications which the technical committee may have to look at.

HECN Operations

Bonnie provided a document of HECN operations with STAGEnet.

There are some issues that should be addressed such as:

- Fail over – Identify points of failure
- Communication – Know who to contact and who is accountable.
- Trouble Ticket System – Know more about it. The problem status is available on the web, ITD will provide the information.
- Determine what issue goes to what committee.

Many of the items are trying to be addressed and working towards a solution. Enterprise Architecture is looking at some of the same items that are listed.

STAGEnet Bylaws

A draft of the bylaws for STAGEnet were submitted by Dorette. It was decided that there be a single set of bylaws that included all three of the committees.

Changes were suggested and a new draft will be sent out for further review.

Internet 2 Recommendation to the Executive Committee

The committee do not get together to discuss I2, but there are no additional money to fund the routers in the K-12 budget. If the e-Rate funding is received then it may be a possibility. A short term solution should be considered.

The Technical Committee will be asked to come up with less expensive options. One solution could be to work on individual routers and that could affect H.323. The Technical Committee will need to document solutions and the process that the work entails. Wayne Wermager will present the information that is needed to the committee.

Videoconferencing Status

Network Status – ITD is continually adding sites and is still working on non-production code. There are no outstanding issues.

K-12 System Grants – DPI will fund 78 schools and 20- 30 schools will be funded by the ETC. the 78 that will be funded by DPI will also be partially funded by the ETC.

IVN – Migration Plans for Higher Ed. – The last two weeks of May and the first two weeks in June all of the sites will be converted to H.323. Jim Swenson has been in contact with the schools and is working on a final schedule. Everything should be completed by mid-June.

Jerry Fossum indicated that the Attorney General has a written opinion that K-12 can't be forced to purchase equipment off of a gov't contract.

Certification criteria must be laid out so that the vendors can understand the process. Each site will have to be certified.

There must be a process to bring sites online and everyone needs to understand the process. There will be an installation calendar published.

The Role & Importance of Videoconference Site Coordinators

Identify a site coordinator – this person should be someone at the facility that coordinates or manages the room and serves as a liaison between the sites. The site coordinator and/or others also needs to determine if it will be a public site.

There is documentation on the defined roles and responsibilities for K-12 and Higher Ed., Jerry Rostad will forward to everyone.

Thumbnail overview of the Scheduling of Videoconferences

A consortium will have the capability to schedule rooms/events within the consortium. If an event requires a connection to room(s) outside of the consortium, the IVN office will assist. In all cases, the participating sites (usually the host site) will need to coordinate room schedules and conference times in order to have a successful videoconference.

There is a single scheduling software with different levels of authority. For consortium schedulers, they will be able to look at all the rooms on the network but their scheduling privileges will be limited to the rooms in their consortium. Training will be provided to those interested. Anything that is held in an IVN room should be scheduled on the TC Reliance software, even point to point calls (if possible). There are no user charges for the software or the bridging.

There are two 2 systems now for trouble shooting. They are located at DCN and at Idea One.

Status of Videoconferencing with Multiple Sites Outside of ND

Rosi indicated that there is a need to do videoconferencing out of state. David Belgarde is currently testing, right now they have connected to Missouri and working on other sites.

The Technical Committee will have to review the Gatekeeper policy. Any site on the network must be certified in order to receive QoS tech support.

IPv6

North Dakota is one of the Great Plains Network states and there are workshops being held and one is an IPv6 that is being held in North Dakota, April 18-19. HECH will be attending as well as ITS, SENDIT and NDACo. Rosi will distribute information.