

ILLINOIS CENTURY NETWORK

**JUNE 15, 2005 POLICY COMMITTEE MINUTES**

**Submitted for:** Action

**Summary:** Distribution of the June 15, 2005 minutes for review by the Policy Committee.

**Action Requested:** Adoption of the June 15, 2005 minutes.

**Recommended Motion:** *The ICN Policy Committee adopts the June 15, 2005 minutes with any edits as noted.*

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Pete Ashi called the meeting to order and asked Cindy Daniele to call roll.

Members present: Pete Ashi; Jay Carlson, Department of Central Management Services; Marianne Stanke; Anne Craig, Illinois State Library; Todd Jorns, Illinois Community College Board; Lynn Murphy, Illinois Board of Higher Education; Bruce McMillan, Illinois State Museum.

Lori indicated that there were 7 members present, enough to constitute a quorum.

Springfield guests: Kaldoun Rahmah, SBC; Carla Poani, SBC; Carolyn Brown Hodge, Office of the Lieutenant Governor; Tom Oseland, Central Management Services; Cindi Hitchcock, Central Management Services.

Chicago guests: Gary Wenger, College of DuPage; Beth O'Mahoney, Central Management Services.

**Announcements and Remarks**

Pete started his remarks by announcing his resignation. He has moved to Columbia, South Carolina and will no longer be able to serve as chair. He stated that he has enjoyed working on the committee the past year and it is impressive how much has been accomplished. He sees the ICN continuing to grow and the next chair will assist in taking the network to the next level. He commended Jay, Lori and the CMS team on the outstanding job they have done.

Jay thanked Pete for his service and commitment to the committee the past year. The ICN had the largest transformation in its history and appreciated the support from the committee. Jay also said he appreciated Pete's ability to rally support that was beyond our control. Pete stated that he did submit formal notice to the Governor's office, but has not heard a response.

Jay said that if it was appropriate he would like to have the committee nominate an acting chair until a formal chair is appointed by the Governor. Pete agreed with the suggestion and Lori asked for nominations.

Jay made a nomination for Lori to serve as acting chair because of her familiarity with the protocol, the process and the standing members. Jay indicated that this will be an acting role until the governor selects a new chair.

Motion: Jay Carlson moved; Marianne Stanke seconded the appointment of Lori Sorenson as acting chair of the Policy Committee. Motion carried.

Lori asked Jay if he would work with Paul Campbell to let the Governor's Office know of the Chair vacancy, as well as the members of the committee whose terms are expiring. Jay indicated that they have submitted a list before of the members, but will resurrect it and take it forth.

## **Minutes**

Pete said he has had a chance to review the minutes from the last meeting and the only comment was on the effort to contact members of the committee who haven't attended in quite some time. He indicated that he was to call them, but didn't have a chance to do so.

Jay asked Lori about the Policy Committee member appointment process. Lori verified that when a person is appointed by the Governor that the individual serves their term unless they submit a resignation. Jay followed up by asking if the Board can present a recommendation to the Governor for those people who have been chronically tardy or absent that they need to be replaced. Lori replied that she thought it would be appropriate. She suggested that the group may want to consider in FY06 introducing some changes to the ICN legislation. The legislation creating the Policy Committee was from FY00 when the ICN was its own entity. Now that the ICN is part of Central Management Services, changes may need to be made to that structure.

Jay asked Pete if this was what he was thinking. Pete agreed that changing the structure of the committee should occur while it is still early in the transition.

Bruce asked for clarification on whether they were discussing the appointed members or statutory members or both. Lori replied that they were talking about the appointed members. The statutory members (IBHE, ISBE, etc) are named by agency not individual and can send anyone to represent the agency. However, appointed members hold the membership personally and thus can not be represented by another individual. The issue of not having enough members in attendance to constitute a quorum has occurred several times in the past few years. Lori also indicated the need to look at whether the entire constituency is represented.

Pete asked if there were any changes to the minutes. There were none.

Motion: Pete Ashi moved; Bruce McMillan seconded, that the minutes be approved. Motion carried.

## **Budget Report**

Lori asked Cindi Hitchcock, the Budget/Fiscal Officer for the ICN, to give an update on the FY05 budget and FY06 appropriation.

Cindi began by bringing attention to the E-rate reimbursement. This fiscal year total is \$5.3 million and is approximately \$2.7 million over the figure presented at the last meeting. Tom has been following up on funding for previous year applications which are included in that figure.

Fiscal Year 05 is the first fiscal year that funds have been received from USAC through the Rural Health Care Division. Those numbers are included in the cost recovery figures and not on the E-rate line. Constituents are billed a discounted rate and the Universal Service Administrative Company (USAC) is billed the additional amount. The ICN then receives the money directly from USAC. The cost recovery line right now is almost at \$2 million dollars and constituents have a great payment record. Receivables are at only \$500,000 and Kim Fitzgerald does a great job tracking and keeping customers current.

Approximately \$10 million dollars in telecommunication equipment has been financed for the Hercules Telecommunications Project in FY05. CMS redesigned the network to move from best effort to carrier-grade class and one payment of \$541,000 toward the financing will be made in FY05 with the remaining made in subsequent fiscal years. Due to these upgrades, the budget will be over the appropriation with the difference paid by the Communications Revolving Fund which is used to collect user fees from the state agency customers. At this point it looks like that will amount to between \$7 and \$8 million dollars.

Cindi continued by stating the ICN will be audited starting next week under the Board of Higher Education. The compliance audit starts with the ICN and auditors will be at the office looking through human resources files, the accounts receivables, and the equipment. No problems are anticipated with the audit. The FY06 appropriation was \$19 million with close to \$400,000 in reserve.

Cindi asked if there were any questions. There were none.

## **E-rate Update**

Lori introduced Tom Oseland the ICN's primary lead on handling E-rate.

Tom began by stating that year-to-date over \$5.3 million has been collected. These monies have come mainly from Year 6 and partially Year 5 applications. There has been some success with follow-up on outstanding requests for funding, as well as the Year 6 application submitted by Joel Vinson last year.

Recently there have been some adverse decisions made by the Schools and Libraries Division (SLD) of USAC concerning Years 7 and 8 applications. As discussed in June, the decision made by USAC to invalidate the letter of agency (LOA) used by the ICN carried forward into a denial of funding on the Year 7 application. This notice was received in February. In April the decision was made to appeal the LOA decision. The appeal was finalized last week and submitted for the Year 7 application. As it relates to the Year 8 application, the LOA was submitted to cover both funding years. If they do not change their decision involving the LOA, it could adversely affect Year 8 as well. A lot has been done to support this appeal effort and credit needs to be given to Ricardo Tostado who is now with SBC (formerly the Illinois State Board of Education Statewide E-rate Coordinator) and Joel Vinson for their help and support in compiling the appeal. A very significant effort was made by Ricardo to gain support from Senators Durbin and Obama and also Representative Hastert's office.

Tom stated that other projects with the E-rate program going forward include documenting constituents' compliance with the Child Internet Protection Act (CIPA) as it relates to the Year 9 and 10 future applications.

Lori asked what kind of support was received from the legislators regarding the appeal. Tom stated that he knew Senator Durbin's office had made a call, but he had not been able to reach Ricardo to find out more. Lori followed up by asking if the information on the appeal was presented to their staffs. Tom confirmed that it was and feedback from them was positive. Going forward he thinks they will be very supportive of the effort behind this appeal.

Lori stated that the amount on appeal represents over \$12 million dollars for those two years. When the ICN was on its own operating just from the appropriation, E-rate funding could have a significant impact on the operation. Fortunately the CMS budget is much larger and has the ability to withstand the funding delay. E-rate money is typically used to purchase hardware and for the recapitalization of backbone equipment. Recently the ICN completed a \$15 million upgrade of the backbone and that spending was mostly on hardware. Due to the upgrade, the core POP sites are covered for the next three years, so the impact of the funding delay will be minimized. The loss of the money does hurt the ability to roll out new services and replace distribution equipment. The appeal will continue to be pursued.

### **AET- Recommendations**

Lori introduced Gary Wenger, Chair of the Advanced Engineering Taskforce. Traditionally at the June meeting the Taskforce presents an overview of what they have accomplished the past fiscal year and also gives a preview of the annual report.

Gary thanked the Policy Committee for allowing constituency groups to directly provide input into the planning and operation of the ICN and also recognized the AET members who contributed their time during the last year. He wanted to especially thank the ICN staff for their collaboration and openness at the meetings.

In the last year, one of the items the AET focused on was accomplishments. Many times when people look at a data line connection to the Internet, they see just a data line, but it's a lot more than that. There's a lot more value to the ICN than just a data line. One of the major accomplishments this year was to put together a benefits document that identifies the true benefits and value of the ICN. This exercise really made people think about the total value package offered by the ICN. There are a number of other initiatives related to anti-virus and anti-spam pricing that will continue to add more value to what the ICN offers.

Many challenges remain moving forward. The ICN needs to continue to maintain a reliable network not just at the headquarters, but also at each of the nodes and sites attached to the network. Problems at these remote sites can have an impact on the entire network performance.

There are some common themes that are running through these recommendations. The ICN needs to continue to meet the expanding needs of the user community. The K-12 sites will need

more and more bandwidth and right now the allocation is pretty low at those sites. With more advanced applications available, they're going to need additional bandwidth to continue to grow.

The final challenge is to continue to use the constituent driven model to provide input into the cost recovery process. The ICN also needs to plan for the future and maintain an appropriate funding level. The funding model needs to fit into the budgets of various constituents as well as take into consideration the competition offered by other service providers.

Gary continued by referencing the list of recommendations in the report.

The first recommendation concerns strategic planning. The whole idea of strategic planning is defining the mission and vision. The ICN was conceived several years ago and maybe the mission and vision has changed. It is important on a regular basis to go through and review what the mission and vision are to make sure the ICN is headed in the right direction. One of the recommendations of the AET is to review the mission and vision and then develop a strategic plan that sets out a five year view of the future. This will include where the ICN is going and provide a focus for the organization. Constituents will also know where the ICN is heading and if it will meet their needs.

The second recommendation is for the ICN to define the product life cycle. The ICN has a cycle for replacing its own equipment, but many constituents do not. Equipment that is 6 or 7 years old can affect the network operation. The ICN should develop a technology replacement strategy for constituents to improve overall network performance.

The third recommendation concerns network security. Network security will continue to be a problem and it will only get worse. The ICN needs to have tools in place to make sure that the network runs smoothly. Over the last year the ICN has begun offering antivirus and soon antispam products, but these are just a few of the many opportunities. Other areas to pursue are intrusion prevention systems, patch management, and firewall services. The ICN needs to continue to research new products and offer these to constituents. In many cases the ICN can procure them more cheaply than individual constituents.

The fourth recommendation deals with content providers. This is already taking place, but the ICN needs to continue to look at their constituents to see if co-location of content can be provided to ease the cost of allowing others to utilize the content.

The fifth recommendation is about the cost recovery model. This is to assure that the ICN continues to provide high quality services and support while maintaining the cost recovery model. Additional bandwidth should continue to be provided to constituents at a competitive price.

The sixth recommendation concerns wireless technologies. Wireless will greatly impact how services are delivered. Wireless use will continue to expand with broadband wireless in the cellular area, 802.11 on campuses, and VSAT. The ICN needs to continue to look at wireless in terms of last mile connections and how it can impact all of the operation.

One of the keys to success is utilizing best practices. The great thing that takes place at the AET meetings are the discussions among the constituents about what's going on in their organizations, what they are using and what they are doing. A lot of great ideas come out of these discussions and many times Lori and her staff will take those ideas and investigate further whether they can be deployed as a service or not. There is huge value in that collaboration process.

The seventh recommendation was discussed quite a bit and that was statewide contracts. Most members of the group found these contracts very difficult to use. State contracts are available for software, hardware and more, but it is difficult to find out what contracts exist and how to use them. The recommendation is to develop a system that would provide easier access, so that everybody in the state can benefit from the contracts.

The next recommendation in the report concerns E-rate. The ICN needs to continue to do whatever it takes to help clients submit their information in order to obtain the additional E-rate funds from the federal government.

The other area of concern is the network convergence taking place on the voice, video, and data side. In the report, there is discussion of VoIP and the impact it may have on the network. It will create additional traffic on the network, but also offer cost savings over standard phone lines. Video will continue to grow, so it needs to be addressed as well. Video was once thought of as a last support area and not high a priority. If constituents want to use this technology, it needs to be prioritized and provided the same level of support as regular network services. The ICN needs to continue to investigate new technologies such as VoIP and others to determine if they can benefit constituents. Gary concluded by asking if there were any questions.

The final copy of the report should be completed by the end of June with distribution on the ICN web site and to the Policy Committee soon after. An email notification will be sent to constituents to make them aware that it is available. ICN staff will review the document to place priorities and see if the recommendations can be incorporated into internal planning.

Pete stated it was a good summary. Bruce McMillan asked whether the report will address the scope of the discussions by the committee on content providers. He is interested in knowing just what discussions have taken place. Gary said that they will be clarified.

Lori added that a lot of what was discussed focused on museums. Many of the cultural institutions in Illinois have developed curriculum that they make available free to schools. The institution has to host that content and it causes a drain on their last mile connectivity with everybody trying to access that information. The thought is to provide a service where the ICN provides co-location space. Since these constituents are providing desirable content to ICN constituents and providing that service for free, co-location space should be made available to them at no cost. This would remove obstacles from both creating content and making it available. One of the constituents who contacted the ICN as a result of conversations at the AET meetings was the Brookfield Zoo. They have some materials that they think qualify as content and the ICN is working with them to come up with a strategy for moving that content to a POP site. The ICN is also working with them to market and distribute information on the content to schools, libraries and other constituents.

Bruce indicated he would like to get a better idea of what was happening with content at the cultural institutions. Lori replied that specific information would not be included in the report. The subject of content has been discussed at length at the AET meetings. The ICN has wanted to partner, but has had difficulty finding content providers who have suitable material and are willing to partner. In two years, Brookfield Zoo was the first one that stepped up. A lot of that came from the efforts of Bill Barnett who represented the Field Museum on the AET. He informed the other museums of this opportunity and encouraged someone serve as a pilot. Many constituents want to know what the rules and qualifications are for doing this and at this point there are none because there have been no real situations. Brookfield Zoo will serve as a pilot to develop a model. This model will be promoted on the ICN web site and will let constituents understand what the ICN means by a content provider.

### **AET Membership Appointments**

Lori introduced the next item on the agenda which is AET membership. This is the time of year when the current membership is reviewed for term expirations. The Policy Committee appoints members to the Taskforce for one, two or three year staggered terms. Last year provisions were put in place requiring members to participate in at least two meetings each year. This was to ensure that all constituency groups were being represented adequately. There were some individuals over the course of this last year who have been unable to meet that commitment and as a result the recommendation is for their appointment to be terminated and a replacement sought. Those individuals are: Jim Dispensa, Chicago Public Schools; Abe Loveless, Illinois State Board of Education – Learning Technology Center 5; Joel Mambretti, Northwestern University; Erich Schroeder, Illinois State Museum; and Linda Winkler, Argonne Labs. The individuals could be reappointed to the committee at a later date if they show a willingness to serve.

Two members resigned from the committee this past year due to retirement or changes in positions. Keith Mann with Township High School District 214, a large district in the Chicago suburbs, retired. Brad Sutton with Aurora University changed positions within the university and is no longer involved with technology.

There are three members whose terms expire this year. These individuals have participated on a regular basis and have indicated their interest to serve another term: Todd Cooper, Illinois Critical Access Hospital Network; Charles Kline, University of Illinois at Urbana Champaign; and Alan Pfeifer, Sauk Valley Community College

A handout was provided with an updated membership matrix with several nominations and recommendations for additions to the committee: Jim Peterson, Bloomington Public Schools; Greg DeYoung, Eastern Illinois University; Karim Adib, Chicago Public Library; Robert Dulski with Brookfield Zoo.

Lori noted that while not included in the item, Bill Barnett with the Field Museum also has resigned. He accepted a position out of state and is leaving the Field Museum. He put forth recommendations for Robert Dulski with Brookfield Zoo and Cheryl Obermeyer with the

Chicago Historical Society. There is also a recommendation for Ellen Barry with McCormick Place and Faye Sinnott with the State Board of Education – Learning Technology Center 1. Lori asked for comments or questions on any the individuals.

Bruce indicated that he would like to talk to Bill about the nominations before voting. He asked if the vote to appoint the nominees would be made today. Lori said that it was up to the committee. The item could be tabled until the next meeting.

Bruce continued by stating that in the past it has been up to the Policy Committee to make the recommendations, not the Taskforce. He said that even though Lori had given him the names of the two nominees a couple days before, there was not adequate time to follow up with them. Bruce said that the other members may not feel the same way and can move forward, but he would like to at least talk to Bill.

Carolyn asked about downstate representation on the AET. Lori responded that there is a member from Southern Illinois University and Dennis Gallo from O'Fallon school district in southern Illinois. Carolyn continued by stating a lot of technology needs are with groups south of I-80 and she wants to make sure that their voices are heard.

Carolyn said that many people have heard her say this, but in rural Illinois economic development is whether or not a prison opens or closes and that is never going to change unless there is good access to technology. The makeup of the Taskforce has three quarters or more of the members from the north where they have better service. Rural areas in Illinois are never going to grow unless they get services.

Lori pointed out that there is representation from WIU. The western part of the state has some of those same challenges. It is a very rural area with many independent telephone companies. In addition to WIU, there is representation from Spoon River College which serves a lot of communities in that area. Carolyn agreed, but would like to make sure that the members from these areas have a loud voice and are strong advocates for the issues that face rural areas.

Jay stated that he appreciates what Carolyn is saying and supports her position, but would like to go on record to say there is not bias in the Policy Committee, BCCS, CMS, or the Advanced Engineering Taskforce. All of the studies coming out of these groups document the search for solutions for last mile connectivity and a lot of the emphasis lately has been placed on getting more choices and selection. The College of DuPage is not necessarily going to benefit from those things or the U of I and larger campuses, so there does not seem to be a bias. The ICN will continue to make sure that the interest of the entire state is looked after, but there is nothing in the reports indicating that they have lost focus and if anything under Gary's leadership there has been a greater emphasis on wireless solutions.

Lori asked if the committee would like to table the nominations. Jay suggested that the nominations be broken up if there is no objection. He would like to see this taken care of so that Gary can have a full committee to work with. Those members who would like to table their nominations in order to do some additional investigation or discovery can do so.

Ann suggested that the committee vote on all except the museums and do an e-mail vote for the museum candidates. Waiting until the September meeting would inconvenience the process.

Jay asked if there is a group that can be voted on. It could be by individual and then that nominee could be tabled or voted on.

Lori requested the members who have not met the attendance requirement be voted on first. She asked if it was the Policy Committee's wish to have those members dropped.

Jay voiced his concern to Gary about the possible loss in representation. The members are from Chicago Public Schools, Argonne, Illinois State Museum, Northwestern University, and ISBE. These are key organizations in the constituent base. Jay asked Gary if these individuals need to move on and replacements sought out of their constituency, or if other candidates be sought. Jay is concerned about losing the knowledge that these groups bring to the table.

Gary indicated that the individuals may have attended one if any meetings last year and if they are taking up a slot they need to contribute. A different individual from that organization would be fine, but somehow the commitment isn't there to carry through on their role with the Taskforce.

Jay asked how Linda Winkler from Argonne was brought to the table. Lori responded that she was part of the original group when the ICN was conceived.

Jay followed up by asking if the upper management of these organizations knew their representatives were derelict in representing their interest. For example if the Chicago Public Schools superintendent or CIO knew this was happening would the attendance situation change? Jay asked if it would make sense to send letters of such decisions to the senior reporting director or vertical of each dropped member and let them know they lost representation on the AET because of lack of attendance. They could then be asked to contact the ICN with another representative if they would like to continue participating in the group. Gary agreed they each bring a certain perspective and it is important to have these key players as part of the group.

Pete asked if all the boxes on the matrix can be filled in. Lori indicated that there is no set number of members. The Policy Committee has never dictated that the committee have a specific number of members. Gary added that membership is also based on geography and size in order to bring different points of view.

Pete suggested voting on the new members except museums, renewing the terms of those that need renewed and having a motion to contact these other agencies who are recommended to be dropped giving them a last warning. Pete asked if the members had been warned or if there is a formal process of notification. Gary replied there was none. The members were notified of the rule change at the first and subsequent meetings.

Jay said he would be interested in knowing how the CIO of the Chicago Public Schools or Argonne would react if they knew their representation was lacking. They need to be notified by the Policy Committee, not the Taskforce. The representative can be copied and notified that if

there is no attendance at the next meeting they will lose representation. Gary added that Joel Mambretti adds a huge value because of his involvement in national networking, but he attended one meeting during the last two years. That is one out of eight meetings.

Pete suggested that members could have alternates. Gary said that alternates are encouraged and that has been conveyed in the meeting and in the minutes which are published for all members.

Bruce added that he felt that if the Policy Committee members had been notified that their representatives were not attending, this wouldn't have been an issue. That way the members would not have to read about it in the packet that their members were lax in attendance. Lori said that his comment was fair and suggested a report at every Policy Committee meeting showing the participation at the AET meetings. Bruce indicated that since he now knows that his representative has not been attending, he will take steps to correct that.

Lori agreed to have a short standing item at future meetings with an update on the attendance at AET meetings so that members can track their representative's attendance throughout the year.

Bruce said that he would like to back off from his previous statement that he would not vote. He also would like to make a third nomination for a downstate representative. Carolyn noted that she would like to see a downstate local government representative.

Pete suggested the voting on members begin. It can be by color band on the handout or candidate by candidate. Lori asked if the recommendation is for the members who are in danger of being dropped be sent a letter providing official notification. Jay concurred that he would recommend the letter go out.

Lori asked if the letter would only go to the individual's direct report. Jay replied that his recommendation would be to send one to the individual with copies sent to the person's vertical head of their reporting chain and to the Policy Committee domain owner. This way the constituent representative for K-12 would have a copy of that letter as well as the individual. There are two choices, to send it to the individual or to send it to the individual and copy his/her boss and the constituent representation. It really comes back to whether it is the organization or the person. Jay believes it is the organization.

The consensus was the organization needs to be made aware.

Jay continued by saying that in addition to the organization each policy board member or constituent should have some responsibility in making sure that they sponsor individuals who are going to show up. Jay asked if anyone would like to make a motion that the Policy Committee will take action on the AET members who are not attending by sending a letter to the representative's highest reporting executive with the individual and domain sponsor copied.

Lori asked if the person would then be able to continue for another year. Jay replied that the member will be on probation and required to attend at least two meetings.

Motion: Jay Carlson moved; Todd Jorns seconded, that letters be sent to the vertical head, the individual and the Policy Committee member representative notifying them that they are in arrears of the attendance requirements of the AET. The member is conditionally approved for the following year provided they participate in at least two meetings. Motion carried.

Lori said the next item is the nomination of new members. Jay recommended that the committee work through the members from left to right on the handout and the Policy Committee domain owner can make a motion or take a pass.

Lori noted that there was no K-12 representation today. Jay said that he will make a motion for Jim Peterson from Bloomington Public Schools because he is concerned that K-12 representation is waning.

Motion: Jay Carlson moved; Bruce McMillan seconded, that Jim Peterson be appointed to serve a three year term on the Advanced Engineering Taskforce. Motion carried.

Lori announced Greg DeYoung with Eastern Illinois University was nominated representing Higher Education.

Motion: Lynn Murphy moved; Todd Jorns seconded, that Greg DeYoung be appointed to serve a three year term on the Advanced Engineering Taskforce. Motion carried.

Lori announced that from the Libraries Karim Adib with the Chicago Public Library was nominated.

Motion: Ann Craig moved; Bruce McMillan seconded, that Karim Adib be appointed to serve a three year term on the Advanced Engineering Taskforce. Motion carried.

Lori announced from the Museums there are two nominations, Robert Dulski with Brookfield Zoo and Cheryl Obermeyer with the Chicago Historical Society.

Motion: Bruce McMillan moved; Lynn Murphy seconded, that Robert Dulski and Cheryl Obermeyer be appointed to serve three year terms on the Advanced Engineering Taskforce. Motion carried.

Lori announced Ellen Barry with McCormick Place was nominated from the Other Institutions category. Since there is not a domain owner for this group on the Policy Committee, Lori asked if anyone would like to make a nomination.

Jay asked who nominated Ellen. Lori responded that Bill Barnett with the Field Museum did. He felt Ellen's knowledge and experience with technology could bring a lot to the table.

Jay said he did not have an opinion one way or the other, but wanted to point out that McCormick Place is the closest constituent the ICN has to a for-profit organization. McCormick is a government institution, but it's also a profit center. The wonderful thing about the Policy

Committee and AET is their neutral perspective and that should be maintained. Jay asked if the group felt they should move forward with the nomination?

Lori said that she did not know Ellen personally, but the feedback from the Regional Technology Centers about McCormick had been positive. Lori asked Lynn for any feedback she might have. Lynn replied that she had worked with Ellen before, but since Ellen is more administrative, maybe a technical person from McCormick would be more appropriate.

Lori asked if anyone would like to nominate Ellen Barry. There was no nomination so Ellen Barry's nomination to the Taskforce was declined.

Lori stated the next group was the Units of Local Government which also does not have a representative on the Policy Committee. There are currently no nominations. Lori asked if anyone had a nomination. There were none.

Lori announced the final group is State Agencies. Under this category is the State Board of Education Learning Technology Centers. They are quasi state, but there is a nomination for Faye Sinnott with Learning Technology Center 1 based in the Chicago suburbs. Abe Loveless has not been able to participate over the last couple of years, probably due to limited time. Lori asked if anyone would like to recommend Faye Sinnott. There was no nomination so Faye's nomination to the Taskforce was declined.

Lynn asked why the Learning Technology Center representatives are not categorized under the K-12 column. Lori replied that it is because their funding comes from the State Board of Education. They don't really fit the State Agency or K-12 categories. Lynn followed up by asking if the AET plans to add additional State Agency representatives to the group. Lori replied that it is something they would like to do, but there have not been any candidates identified.

Ann asked about the Regional Library Systems being a part of the group under libraries since they provide the same sort of services to libraries as the LTCs do to schools. Ann mentioned that Troy Brown at the Shawnee Library System used to work for the ICN and would be an excellent addition to the AET. She said she would have to ask him if he would like to be a part of the group, but she would vouch for his qualifications. Lori asked Ann if she wanted to make a motion to nominate him.

Motion: Ann Craig moved; Lynn Murphy seconded, that Troy Brown be appointed to serve a three year term on the Advanced Engineering Taskforce provided he agrees to the nomination. Motion carried.

Lori indicated that she would reach out to Troy and would let Ann know his response. Lori asked if there were any other nominations.

Todd Jorns asked if there was any plan to add a local government representative from downstate. Carolyn brought forth several names: Brian Smith who runs the township officials, and Kelly Murray who is over the county officials. Lori said that if Carolyn could provide her with some

possible members she would be happy to discuss serving on the Taskforce with them. Carolyn said she would provide Lori with the names of potential members.

Lori announced that the next issue regarding the AET was the chair. Gary Wenger was appointed chair two years ago. His term as chair expired in June. Lori recommended Gary serve as the chair for one more year as he is retiring at the end of 2006. Gary has done an outstanding job with this group and Lori asked the committee to approve Gary to serve as chair for one more year. Gary indicated he would be willing to serve for another year.

Motion: Todd Jorns moved; Jay Carlson seconded, that Gary Wenger's term as AET chair be renewed for one year. Motion carried.

Lori stated the last item to be approved was the terms for expiring members Alan Pfeifer, Charles Kline, and Todd Cooper. They would be renewed for another three year term ending in 2008.

Motion: Jay Carlson moved; Todd Jorns seconded, to renew the expired terms for Alan Pfeifer, Charles Kline, and Todd Cooper. Motion carried.

### **Network update**

Lori introduced the last item on the agenda, the Network Update. The item gives updates on the network migration of state agencies and the network upgrades. Due to time she asked if there were any questions and there were none.

### **FY06 Meeting Schedule**

Lori brought up the meeting schedule for Fiscal Year 06. The standard meeting schedule is to meet the third Wednesday in the months of September, November, February, and June. She asked the group if they wanted to continue with that schedule. The overall consensus was to continue with this schedule.

Motion: Jay Carlson moved; Marianne Stanke seconded, that the Policy Committee meetings be held on the third Wednesday of the months of September, November, February and June in FY06. Motion carried.

Lori announced that the meeting dates would be sent out for people to mark their calendars. The dates are September 21, November 16, February 15, and June 21 at 2:00 p.m. The meetings will continue to be offered in Chicago and Springfield. Members can participate via video or via audio bridge.

Jay wished Pete the best in his new activities in South Carolina. This was seconded by several others.

Motion: Pete Ashi moved; Jay Carlson seconded, that the meeting be adjourned. Motion carried.