



**QUARTERLY MEETING
MINUTES
June 1, 2015**

**DAS-BEST, 55 Farmington Avenue, Hartford, Connecticut
Conference Room 1008
1:00 – 3:00 P.M.**

Commission Members in Attendance:

Mark Raymond, Commission Chair, Chief Information Officer,
Department of Administrative Services, Bureau of Enterprise Systems and Technology

Nick Caruso, Association of Boards of Education
Tom Dillon, Flagship Networks
John Elsesser, Connecticut Council of Small Towns
Jeff Kitching, Office of the Governor
James Mindek, State Department of Education
Michael Mundrane, Chief Information Officer, University of Connecticut
Lisa Pellegrini, First Selectman of Somers
Scott Shanley, Connecticut Conference on Municipalities
Bart Stanco, Chief Information Officer, Office of the Governor
William Vallee, Jr., Consumer Counsel
John Vittner, Director, Office of Policy and Management
Jim Watson, Department of Economic and Community Development
Kendall Wiggin, State Libraries, Connecticut State Library

Others in Attendance:

Brynn Deprey, Connecticut Education Network, University of Connecticut
Andrew DePalma, EastConn Organization
Scott Taylor, Connecticut Education Network, University of Connecticut

- **Welcome**

Chair Mark Raymond opened the meeting at 1:00 p.m. and thanked everyone for joining today despite the demands of the ongoing legislative session. He also thanked the Commission members for coming to our office. We are hopeful that at the conclusion of the legislative session, meeting space will be secured in the Legislative Office Building for the remaining two 2015 quarterly meetings.

- **Approval of Meeting Minutes, March 2, 2014**

A motion was made to accept the minutes as written. Motion was seconded, there was no discussion. Minutes were unanimously approved.

- **Report of Commission Chair**

- **Funding**

- **Appropriations Justification:** As directed by the Commission a letter was sent on behalf of the commission to the appropriations chairs, administration and the house and senate leaders on the critical role that the network plays. The Appropriations Committee has returned most of the funding.
- **Pricing Scenario:** We will not have final clarity until the legislature finishes their work; however we have prepared pricing scenarios for several options. It is worth noting that the growth of the network, in usage and in number of customers is having the expected impact on the pricing structure. Prices for use continue to fall. If the state appropriation for CEN stays at the last number used by the Appropriations Committee, we expect the Open Access pricing to drop from \$12.68/mb to \$7.69 /mb/m and the Member pricing to drop from \$6.72 /mb in FY15 to \$3.24 / mb in FY16. The majority of this reduction can be attributed to greater use of the network and continues to reinforce the value of our community-based model.
- **Rate Structure:** Chair Raymond reported that he did not expect the Blum Shapiro review to create changes during the FY16 Fiscal Year. Given the time to perform the review and the need to prepare all parties in the event that pricing changes, we expect to consider the recommendations and make changes for the FY17 price structure.
- **Future Agenda Topics:** The Commission received a suggested agenda item to develop a roadmap of activities for the Commission for the upcoming year. During the last year, we did consider the need to look at this, but deferred the conversation in lieu of the missing Executive Director. Chair Raymond recommended convening a workgroup to work on this on a voluntary basis if that is the desire of the group.

In an effort to remain on topic, Scott Shanley made a motion to continue this discussion regarding the Status of the Executive Director position. The motion was seconded and approved.

- **Status of Executive Director Position:** Given the information that we have received from the Appropriations Committee, the position has been reestablished within OPM, so it may be used. This Commission needs to confirm that the funding is going to be available after the budget is moved forward. Chair Raymond continues to advocate for filling this position as its benefits can be used creatively to impact education standards statewide. The value created by the position has the potential to be far greater than the expense incurred. For consideration of this group, Chair Raymond recommended continuing to pursue filling this position. The Commission members collectively endorsed this effort without opposition. There was a discussion regarding the letter of support and reporting requirements for the Executive Director. CIO Raymond clarified that the Director would be beholden to this Commission although the position would exist within DAS.

Ken Wiggin asked how we can appropriately move to continue this position prior to the September meeting. Chair Raymond recommended scheduling a conference call next week after more information on the budget is available. The Commission can move forward with the job description as it is written and form a committee to interview potential candidates.

- **CEN Status Report:** was delivered by Scott Taylor. Please see attached. Discussion included:

Members Conference was held on May 15, 2015. Positive feedback was received from a follow up survey. Nine full time employees and two students coordinated that event.

Juniper Network Boot Camp Outreach Activity is scheduled to take place here on Friday.

3-D Workshop is being provided by the Town of Coventry. There are still a few spots open for the June 10 event.

Migration from East Hartford Data Center to this building at 55 Farmington Avenue is underway. Most of the work will be completed over the evening hours. Usage reflects 37.5 gigs per second to include spikes of 50 gigs on the 100 gig circuit.

DOS Attack (Denial of Service) issue took place at one of the schools. Scott Taylor is looking into vendor options to mitigate the potential for future attacks.

K12 traffic will continue to increase through the end of the school year.

49 Grant Municipalities have joined the network. Some towns are still waiting for fiber installation. We anticipate 130+ towns to join before the project is completed. Many of the really small towns are still using residential-type services.

Rate structure interviews are still ongoing. Models are being shaped based upon the input they have received. Draft guidance is expected in the next few weeks.

Library Upgrade Project: Ken Wiggin reported that special construction funding to build out to libraries is being requested. This project will be eligible for a 10% FCC contribution that would allow us to stretch our dollars further.

May 20 FCC Panel: Ken Wiggin spoke about building relationships with the FCC that will improve the potential for our libraries. There is a rural and an urban component to pay for the build out of Wi-Fi in the libraries. The FCC has not set a requirement guideline for their filtering so more investigation will be required. John Elsesser initiated a discussion regarding options for filtered and unfiltered data options. The FCC language would need to be interpreted to ensure that filtering would not negatively impact availability of funding. John Vittner recommended that this Commission review the CEN policy and update it if necessary to meet our present requirements.

CEN has currently allocated enough addressing to see through the current address needs. Version 4 addresses are expected to be exhausted this or next month.

Version 6 usage in schools was discussed.

Scott Taylor explained that they have worked with larger high schools to expand their IP addresses and architectural strategies should be considered. Scott Taylor shared that they are working with the schools to ensure the most comprehensive usage of the IP addresses that they already have. Jim Mindek asked where to seek resources to assist schools with this. Scott Taylor shared that we do not have the resources available to help, but vendors are available that the schools can be directed to.

- **Discussion**

Fibertech is merging with LightTower: They intend to continue the same relationship that we have had up to now. The majority of the leases are for 5 – 15 years in total; most have 8-10 years remaining on the current lease. Discussion into future potential vendor evolutions were shared.

ERate: restrictions do not allow suppliers to apply. The community may need to form a consortium to take advantage of the ERate funds to lower the costs. Additional funding is available for WI-FI. In response to Chair Raymond’s inquiry about anticipated future needs, James Mindek shared that 7-10,000 E-books have been ordered for distribution at the 19 Voc-Ed schools statewide.

John Elsesser sought the “definition of a library” and the potential to establish an E-Branches of the libraries in Community Senior Centers and similar public venues. This would create exciting opportunities for the Nutmeg Network to expand. Ken Wiggin said that clarification of the FCC regulations would have to be explored prior to pursuing that option. John Elsesser emphasized our need to endeavor to “close the digital divide” by establishing E-Branches of the Libraries. He recommended looking for opportunities to

leverage the technology. Opportunities for municipalities to expand the network by making small investments to maximize on state funding were discussed.

Internet Usage: John Vittner referred to benchmarks for internet usage. He believes that the growth of usage is an important factor in the future growth of the network.

E-Book Platform: Ken Wiggin referenced establishment of an E-Book platform that we will build upon.

Task Force on Open Initiative Textbooks: will convene soon.

- **Other Business**

Ten New 911 Sites: have been established on the Public Safety Data Network (PSDN). Chair Raymond reported DAS-BEST's plans to roll out three more sites per week for the remainder of the year. There is a tremendous amount of activity.

School Relocations: John Vittner questioned the number of requests for school allocations. Scott Taylor confirmed that there are very few requests being made; three are pending at this time. The average cost for a move is approximately \$40,000 which can be included in construction costs if it is included from the beginning of the project.

Periscope capabilities to stream live broadcasts: to anyone at any time was discussed by John Elsesser. In certain scenarios, the usage demands may be disruptive to our resources.

- **Public Comment**

Andrew DePalma, Director of Technology for EastConn organization addressed the Commission seeking assistance. He is attempting to determine if this Commission is responsible to create a baseline standard for the technology skill-level requirement of students' that can be consistently applied across all school districts. He requested that this Commission determine if it is their charge to establish this baseline to ensure that consistent competency is achieved.

He explained that from an educational standpoint, standards need to be established. From one school district to another, the level of technology proficiency, and the expectations thereof, differ greatly.

Scott Shanley asked if other states are pursuing this charge, to which Mr. DePalma referenced an initiative in San Bernardino County, California.

In response to these concerns, Chair Raymond will explore the charge of this Commission to determine if it is within our scope of responsibility.

- **Future Meeting Dates for 2015:** September 14, 2015, December 7, 2015

We are endeavoring to schedule these meetings at the Legislative Office Building.

- **Adjournment**

Motion made, seconded, unanimously accepted. Meeting adjourned.

Respectfully submitted,

Aleshia M. Hall, Executive Secretary
Chief Information Officer Mark Raymond
Department of Administrative Services
Bureau of Enterprise Systems and Technology