

Licking Area Computer Association

Minutes of the LACA Governing Board meeting held January 12, 2006, convening at 9:00 a.m.

Nelson McCray called the meeting to order.

The following members answered present to the roll call: Denny Souder representing Eydie Schilling, Tom Forman, Mike Carter representing Tom Suriano, Cory Thompson representing Ron Cassidy, Janice Streit, Tom Slater, Jackie Piar-Henderson, Forest Yocum, Doug Spade, Marvin Wourms, Jay Gault, Nelson McCray and Sandra Mercer. Keith Richards arrived at 9:10 a.m. Kim Miller-Smith and Jon Bowers were also present for the meeting. Monte Bainter was not able to attend.

06-030 It was moved by Tom Slater and seconded by Janice Streit to approve the minutes of the December 8, 2005 meeting. A vote of approval was taken.

Sandra Mercer presented the costs, needs and benefits of purchasing a backup store server and UPS (uninterruptible power supply) for LACA. The benefits included condensing multiple existing backup systems into one and enhancing our disaster recovery processes. Based upon recent surveys of the district technology coordinators, LACA also plans to offer future backup and disaster recovery services at a cost to the districts with this solution. (With only 50% of the districts participating in a new district backup service, 50% of these purchase costs would be reimbursed over a 3-year period.) Appropriation adjustments for this purchase were presented and continued to meet the previously approved \$200,000 unencumbered cash balance at the end of June 30, 2009.

06-031 It was moved by Marvin Wourms and seconded by Janice Streit to approve the purchase of the backup store server/software and UPS (uninterruptible power supply) at a cost not to exceed \$78,000 and \$11,000 per year maintenance. A vote of approval was taken.

The Financial Report for November, 2005, was distributed to each Governing Board member. The financial status of LACA was presented by Sandra Mercer. LACA ended November 30, 2005, with an unencumbered cash balance of \$267,965.46. FY06 appropriation modifications and an updated 5-year cash projection were also presented.

06-032 It was moved by Forest Yocum and seconded by Keith Richards to approve the following financial reports:

- Financial reports – November 2005
- FY06 Appropriation Modifications and 5-Year Projections totaling increases to expenditures of \$49,290.50 and increases to revenues of \$21,000.00

A vote of approval was taken.

Each Governing Board member received a copy of a revised LACA Service Provider Contract for Internet Services and ISP rates for FY07 including new fiber rates offered to LACA by Time Warner. Changes to the contract included the addition of installation

charges, the additional fiber pricing, clause on failure to appropriate or pay funds (replacing termination of services), clause on essential function (for multi-year agreements), and provisions for late start or upgrades on fiber connectivity during the contract window. Estimated costs to replace all T1 lines with 100mb and 10mb connections for each district were presented. Details of LACA's 4-year agreement with Time Warner is still being negotiated and included the following conditions: must have 10 buildings at 10mb to guarantee that pricing, must have 10 buildings at 100mb to guarantee that pricing and pricing holds for 4-year term. Details for upgrading and/or removing services during the 4-year term are not yet finalized.

06-033 It was moved by Tom Slater and seconded by Janice Streit to approve the revisions to LACA's Service Provider Contract for Internet Services and ISP rates for FY07 as follows:

- a. Include Installation Charges for new and upgraded network services
- b. Include multi-year contract options
- c. Revise pricing to Include fiber (10mb and 100 mb) as follows:

FY07 ISP Rates Per Month	
Per Agency Rate	\$179.00
Member Building Discount	-\$41.00
Per ATM Building Rate	\$223.00
Per Fiber Building Rate	\$100.00
Per Building Rate	\$501.00
Per T1 Rate	\$430.00
Per 10Mb Rate	\$995.00
Per 100Mb Rate	\$1,250.00

A vote of approval was taken.

06-034 It was moved by Keith Richards and seconded by Tom Slater to authorize the LACA Executive Director and LACA Fiscal Agent to: a) Enter into a 4-year agreement with Time Warner for fiber services, and b) Purchase necessary equipment for the fiber upgrades, pending participation by the minimum number of buildings (10 at 10mb and/or 10 at 100mb) required to receive proposed pricing. A vote of approval was taken.

06-035 It was moved by Forest Yocum and seconded by Keith Richards to approve the LACA Constitution changes as presented December 8, 2005 as follows:

- d. Article III. Membership E. – require two full years of membership prior to submitting a one-year notice of withdrawal
- e. Article IV. Membership F. – Fiscal agent shall hold in trust for the MCOECN all network related equipment and fixtures

A vote of approval was taken.

Sandra Mercer will submit these changes to the State Superintendent for signature.

Sandra Mercer presented the letter from Mount Vernon's Superintendent requesting membership to LACA pending the Mount Vernon City Board of Education's approval scheduled to be on their February 13, 2006, Board of Education meeting agenda. Detailed discussion included projected state and local revenue generated by the additional district,

the opportunities and challenges to opening LACA's membership to a county outside Licking/Muskingum, the opportunities and challenges with converting Mount Vernon's student services from eSIS software and LACA's staff commitment to maintaining our quality of service while adapting Mount Vernon staff to our processes, policies and personalities. Sandra Mercer also presented the recent staff issues facing LACA in the area of student services. Linda Haynes, LACA's Student Services Coordinator is on extended leave for spouse illness and Jerry Eby, LACA's Student Services Manager is on sick leave for personal injury. Project planning would need to begin immediately for the district's transition/conversion of all service areas beginning with internet services that would need to be filed by February 17th for services beginning July 1, 2006.

06-036 It was moved by Keith Richards and seconded by Doug Spade to approve Mount Vernon City School District's membership to LACA and to add an additional LACA position, pending the Mount Vernon City School Board's approval for LACA membership with the effective date of membership to be agreed upon by the LACA Executive Director and the Mount Vernon City School's Superintendent and for LACA to immediately begin transition/conversion steps for all services. Vote: Richards, aye; Spade, aye; Souder, aye; Forman, aye; Carter, aye; Thompson, aye; Streit, aye; Slater, aye; Piar-Henderson, aye; Yocum, aye; Wourms, aye; Gault; aye; McCray, aye.

Sandra Mercer presented Bexley City Schools' interest in receiving video and possibly Internet services from LACA beginning July 2006. Bexley currently does not receive any services from an Information Technology Center and would fall under our non-member service contract.

06-037 It was moved by Janice Streit and seconded by Marvin Wourms to approve LACA's proposal for Bexley City Schools for video and ISP services for FY07. A vote of approval was taken.

The presentation/discussion portion of the meeting included the following highlights:

Personnel

Sandra Mercer reported all staff evaluations except two were complete. A LACA Personnel Committee will be held February 21, 2006, at 9:00 a.m. at which time staff contracts and salaries effective for July 1, 2006, will be presented for approval.

Projects / Emerging Technologies / Discussions

The DASL update included a scheduled meeting with Tri-Valley's Board of Education with hope they commit as the DASL pilot district. Planning for the pilot district is scheduled to begin February 1, 2006. All DASL Project Leaders will meet at LACA on January 19th to receive updates on all stages of the DASL project/implementation plan.

LACA has been working with the Technology Coordinators to recommend a standard on remote access tools to control district/user workstations for software application support.

A web-based product has been successfully installed, tested and is now in use at LACA that does not require any software installation or standardization at remote workstations.

Unfinished business

There was no unfinished business.

New business

Doug Spade asked LACA to look into the cause of a recent hacking incident involving a Superintendent's e-mail in Lorain County.

Governing Board meeting dates for FY06 are as follows:

- March 9, 2006 9:00 a.m. (Budget projections for FY07 will be presented.)
- May 11, 2006 9:00 a.m.

06-038 It was moved by Janice Streit and seconded by Tom Slater to adjourn the meeting at 10:15 a.m.

Reported by,

Sandra Mercer
LACA Executive Director