

Attendees:

Agency:	Board Representative:	CIO or Representative:
DAS	Theresa McHugh	Don Fleming
DCBS	Greg Malkasian	Dan Adelman
Corrections	Max Williams	John Koreski
Education	Vickie Fleming	Doug Kosty
Employment	Debbie Lincoln	Curt Amo
Forestry	Clark Seely	Dan Christensen
Housing & Community Services	Bob Repine	Bill Carpenter
Human Services	Gary Weeks	Bill Crowell
State Police	Ron Ruecker	David Yandell
Revenue	Elizabeth Harchenko	Stan McClain
ODOT	Mike Marsh	David White
Veterans' Affairs	Paula Brown	Herb Riley

Project Staff: Mike Freese, Keith Kohan, Mark Matson.

Others: Mike Beard, Debbie Bryant, Bill Fink, Bill Foster, Raelynn Henson, Daron Hill, Cheryl Knottingham, Theresa Masse, Sean McSpaden, Cora Parker, Laurie Warner, Sue Wilson.

1. Opening Comments

Theresa McHugh brought the meeting to order.

Motion

Elizabeth Harchenko made a motion to approve the June 21, 2004 meeting minutes; Bob Repine seconded the motion. The motion passed unanimously.

2. Program Manager's Report

Mike Freese shared concern for the staffing numbers relating to the area of servers. He will be meeting with the smaller agency CIOs to validate the numbers that were reported to Accenture. The key purpose of these meetings will be to clarify the definition of what servers and related FTE are in or out of scope. This discussion was previously held with the three largest agencies and their numbers are validated.

Theresa McHugh stressed the importance of clarifying this issue as quickly as possible. She would like the correct information given to the Finance and Technical Committees by the end of the week.

3. Human Resource Update

Sue Wilson reported the Labor/Management Committee met and expressed its concern that staffing numbers keep changing. It is difficult to move forward until the staffing numbers have been validated.

Sue presented the Labor/Management Committee's Purpose Statement. After general discussion, Sue confirmed the role of the Labor/Management Committee is to voice concerns and input ideas. All management decisions remain with the Governing Board.

4. Finance/Technology Committee Report

Bill Fink and Stan McClain both reported that their recommendation on whether the business case is compelling is ready to be distributed as soon as the staffing numbers are finalized.

Stan commented on the compelling reasons for consolidation that go beyond financial savings such as risk mitigation, scalability and being prepared for the future.

Elizabeth Harchenko reminded the Board that this phase of the business case analysis is just the beginning of an enormous amount of work the Board will be doing if the governor decides to proceed to implementation. The analysis is high level and not intended to be detailed. Don Fleming agreed that this phase is indeed high level and that the next level of implementation will be very specific for each agency. He also noted that based on his previous experience with large data center consolidation projects, the "questioning" of the information is very typical. He affirmed the current process of verifying information.

5. Facility Committee Update

Bill Fink reported that the Facility Committee is ready with potential solutions as they wait for the recommendation of the Governing Board and final decision of the governor. The RFP for a design contractor has been issued and is not site specific.

6. Communications Committee Update

Mike Beard reported the communication team is working on 'going forward' messages. A message to the ListServ will be sent Wednesday or Thursday and will include updates on facilities and the status of the decision-making process. Preliminary plans for the next personal meetings with staff are being made: two sessions will be held at the OED auditorium after/if a "go" decision is made. The purpose of these sessions will be to give staff an opportunity to discuss the preliminary business case.

Theresa McHugh asked if the Board had any communications issues to report; none were noted.

7. Moving Forward

- Meeting schedule: Next meeting will be Monday, July 12.
- Ongoing governance discussion will wait until a final decision is made on moving forward.

8. Other Issues

Theresa McHugh would like each member to critique the process the Governing Board used in this phase of the CNIC initiative.

Next Meeting

Monday, July 12, 2004

3:00 – 4:30 p.m.

Executive Building ~ Conference Room A