

Attendees:

Paula Allen, DOR; Shawn Dawson, ODOT; Dennis Green, Employment; Raelynn Henson, CNIC Project Office; Brooke Crager; DAS IRMD; Julie Mallord, CNIC Project Office; Ray Mann, ODE; Wesley Ford, DHS. Minutes by Charlene Wood, DAS IRMD.

1. Introductions & Agenda review

February 25 minutes will be reviewed and approved at the next meeting.

2. Review Central Portal Prototype

Raelynn distributed a prototype for a central intranet portal for review. The central portal will be arranged by topic. Raelynn said the individual work group minutes are in QuickPlace (another secure intranet tool) and the summary of minutes (scheduled for publication by Peer Comms in April) will be available to everyone on the public site.

Suggestions were made regarding components of the portal. Links should be organized so people can come to the information through multiple channels.

There was discussion about postings to the public site vs. the intranet. Julie indicated the security minutes needed to be posted only on the intranet. Brooke made the same comment about the network minutes.

Having a link to agency-specific information was also discussed. Raelynn indicated she can add such links to the portal if agencies provide the link.

3. Commitments from members in regards to their assignments

Dennis led the discussion regarding what information should be brought back from each assigned group (this relates to member assignments to track CNIC work group activities and produce a monthly summary of activities). Various opinions were voiced on how information should be published. Should it be a roll-up of status (documented decisions/deliverables/etc., or an interpretation of what “really” occurred? There was consensus that the role of Peer Communications is to report factually without adding personal interpretation or perception. But this should include information that might not necessarily be perceived as “positive.” It was emphasized that one of Peer Comms roles is to take technical information and present it in layperson’s terms.

It was decided to produce the work group summaries monthly. Raelynn will work with the group on deadlines each month. A review period will be built into the schedule so that project managers can validate the information. The summaries will be posted to the Web and the link distributed via the listserv.

Rumor

DAS had a meeting and a person in that meeting said that DHS will be the first to move, ODOT will be second and DAS will be last.

A response will be developed to address this item.