



CNIC Peer Communications Group Meeting Minutes –October 21, 2005

Approved 11/4/05

Attendees: Julie Bozzi, CNIC Project Office; Mary Jo Stoutenburg, DHS; Dennis Green, Employment; Raelynn Henson, CNIC Project Office; Pat Pope, OSP.
Minutes by Cathy Hoffman, CNIC Project Office

The meeting was called to order at 10:05 a.m.

Review Minutes

The October 14 minutes were reviewed. Julie responded to the comments made by Shawn Dawson regarding QuickPlace. What she did say at the meeting Shawn is referring to is that the project managers have been given until October 31 to get everything updated in QuickPlace. An evaluation was done regarding the statement about nothing being posted beyond June. There are a couple of work groups that are not up to date in their postings, but several others are. The way the program is set up, the postings are in ascending order rather than descending order. A user must click to the subsequent pages to find the more recent postings.

Action: Cathy is to look into the possibility of reversing the order of the postings in QuickPlace.

Julie reported that she was informed of the concerns with the work group roster and she confirmed with Mark Reyer and Peter Byrne that the roster is correct as it is currently set up.

Labor Management Update

Dennis reported that there will be a meeting next Monday, October 24, for the purpose of making sure everyone understands what Mark is saying with regard to staffing. The meeting will include union labor officials and HR personnel. They will be making sure they are clear on the message Mark is sending and they will take a look at the LOA to confirm that it is in alignment with his vision. Jerry has informed everyone that Mark's changes would delay implementation of the LOA but would not conflict with it. However, it is desired to take a look at it and if needed, negotiate amendments.

The purpose of the LOA was to protect non-DAS employees, ensure a level playing field for everyone, and to establish the data center as a separate geographic location. With regard to concerns over the bumping issue, it would be too difficult to include all potential "bumps" on the 3a list. It was suggested that those that are affected be put on the special recall list.

There are a lot of "what if" scenarios and the bottom line is that it is a labor issue, not a project office or Peer Communications issue. A joint communication was suggested even if it was something that indicated the issue is being worked on.

The question that surfaced at the All Hands meeting about the data center being a union shop without employee vote was discussed. Dennis reported that early on there were negotiations between SEIU and AFSCME and unrepresented people were invited to be part of that process. Following the decision that the State Data Center would be an SEIU shop (a decision made by the directors of the unions) a joint letter was sent by the unions to explain the process. It was suggested that the facts surrounding that issue be included in future communications.

A question was asked about the time frame if the union and HR officials decide to re-bargain the LOA. The length of time depends on several different things. The goal is to make it easier for staffing and make sure the process works for everyone. The path to take will be decided after Monday's meeting.



Change Management Update

The dates for the management training have been set for mid November. There will be two sessions to try to work around schedules. The purpose of the training is to help middle managers understand more about the project and equip them to have one-on-one conversations with in-scope employees. The CIOs are making the decision of who to send to the training.

The next survey to assess the change readiness of those involved will be sent out in November.

A question was asked about training for staff. Has there been anything mentioned since the initial training sessions for résumé writing and interview skill building? It is believed that Jerry Korson has been in contact with staff on the 3a list regarding their training needs.

Upcoming Events

There is an All Hands Q&A session planned for November 17 in the Employment Auditorium at 9 a.m. Unless Mark feels there is a need for a formal presentation, the purpose of this session is to allow a question and answer time. Anyone wishing to submit questions in advance should direct them to Mark's assistant (Cheryl.Knottingham@das.state.or.us) or to a member of the Peer Communications group.

The brown bag sessions with Mark are planned to begin in November. The original plan was to wait for the furniture for the meeting and break rooms to arrive, but it was decided to move ahead and use temporary furniture for the initial meetings.

Disaster Recovery & QuickPlace Posting Status

QuickPlace: The issue of QuickPlace posting status was covered earlier in the meeting. The project teams are committed to having their work plans and charters posted at the end of October. There was a brief discussion about the HR Work Group postings. Because of the confidential nature of their meetings, it is difficult to require them to post their minutes. The work they do does not really fit into the format of the status reports.

Action: Julie will look into the possibility of removing the HR Work Group from QuickPlace.

Disaster Recovery: As expressed at the All Hands meeting, there is nervousness around moving equipment to the data center if there is no plan for rerouting.

When the lift and drop is completed, the disaster recovery plan in place within the agency will be used. The plan for the SDC is the same as what is currently in place. There are agency agreements with SunGard, Burns, and Iron Mountain. Mary Jo reported that DHS recently tested its SunGard disaster recovery for the mainframe. The DHS server plan has not been tested recently but it exists. Other agencies would have the same processes in place depending on what the agency chooses to do. There is a statewide contract with SunGard and each agency was given the opportunity to buy (it was an agency business decision). Anyone with questions should talk to their CIO.

The issue of disaster recovery will be on the agenda for the Steering Committee on November 7. It is anticipated there will be a discussion of clarification of the SDC role and the agency role in disaster recovery. It should include what is in place now and what the options are. The discussion will be part of the minutes and should be used in communicating the issue.

Round Table – Issues, Concerns, Questions

It was suggested that the group go back to an every-other-week schedule. There was discussion and it was decided that the October 28 meeting would be canceled which will put the group back on schedule. The next meeting will be November 4.

The meeting adjourned at 11 a.m.