

CNIC Technical Committee – Meeting Minutes

Date: September 21, 2004

The CNIC Technical Committee met at the Forestry Department in the Tillamook Room, Salem, Oregon. Meeting was called to order at 1:00 p.m. Committee members present: Dan Adelman, Curt Amo, Peter Byrne, Bill Carpenter, Dan Christensen, Bill Crowell, Kathy Dryden, Mike Freese, Gary Johnson, Keith Kohan, Jeff Marecic, Mark Matson, Stan McClain, Herb Riley, and Baron Rodriguez. Others present: Jovan Ruiz, Julienne VanDerZiel, Dean Willard, Cheryl Knottingham.

In John Koreski's absence, Mike Freese served as the meeting chair. Accenture, responding to the committee's request at the previous meeting presented for review a draft document titled "The Technology Subcommittee Principles for the CNIC Project."

Bill Crowell opened with the request that the title be changed to reflect that this committee is not a subcommittee as the title indicated. Perhaps a new name would be more accurate in describing the group's function and suggested for consideration changing the name to the IT Management Board.

Bill also pointed out the wording in the document should be consistent in the statement of principles. For example, item E on page one should read "Communications, and decision process will be formalized."

Curt Amo asked for clarification as to the Project Management Office referred to in the document. Mike Freese stated that this is referring to the project managers who include himself, Mark Matson and Keith Kohan.

On page four Bill Crowell suggested that changing item D to follow B would be more accurate. In item D, the wording should be changed to read "will define the point of potential demarcation." The group agreed to these suggestions.

Stan McClain asked to have a definition or at least clarification as to what exactly is meant by data center. Curt Amo agreed and stated the question comes up because of item A on page four. In the discussion that followed several points were agreed upon:

1. The real business case needs to be the main focus.
2. Key value is to not keep an agency data center open if it makes sense to consolidate.
3. A definition for data center might be: a single statewide computing and networking infrastructure.
4. The importance of prioritizing how the project is managed so savings will be seen from the very beginning.

Stan McClain asked the group to address the principles in items A and J on page one. From the discussion that followed several action items were identified.

