

**Alexandria Commission on Information Technology**  
**Meeting Notes from January 12, 2009**

Submitted by Heather Planey

**Attendees**

Phillip Acosta	Daniel Brooks
Mark Feldheim	Catherine Hogan Lewis
Kostas Liopiros	Scott Newsham
Heather Planey	Lynda Rudd
Marie Schuler	
Mike Herway	Tom Trobridge
Mark Jinks	Paul Kim

**Excused**

Brian Hunt	Redella Pepper
Justin Wilson	

**Absent**

Mark McLindon	John Min
Scott Price	

- A. The meeting was called to order at 7:05pm.
- B. Mike Herway notified the commission that his staff will be taking over the administrative support role previously provided by Rose Boyd's staff. Since Council removed cable oversight responsibilities from the IT Commission, Rose's staff need not attend the meetings.
  - 1. Mike and Tom will provide support.
  - 2. The Office of Citizen Assistance will keep minutes.
  - 3. Agendas and other items for distribution (including minutes for approval) should be sent to the commission the Wednesday before each meeting.
  - 4. Minutes from each meeting should be provided to Mike and Tom by the Friday following the meeting.
- C. Minutes of the Nov 10, 2008 meeting were approved.
- D. Minutes of the Nov 17, 2008 meeting were approved.

- E. Elizabeth Hoover and her staff presented preliminary results of an ACPS survey of student computer, internet, and ACPS network usage.
1. 1,438 students in grades 9-12 were surveyed.
  2. The survey completion rate was 48.7%.
  3. Students were asked questions regarding their computer and internet access at home, whether their home had a phone "land line", whether they use school-provided dialup to access the internet, and whether they would take their school-issued laptop to a public library or community center if ACPS network access were available in those locations.
  4. A number of preliminary conclusions were drawn
    - a. The student population is transient and mobile; it is hard to provide student-by-student access points because it is difficult to keep track of the kids.
    - b. Over 200 students are unable to dial up to the ACPS network.
    - c. Dialup is a slow, inconvenient method of accessing the network.
    - d. Wireless connectivity in libraries and community centers would help improve access.
  5. Students who have internet access in their homes who cannot use the ACPS laptop to connect to the ACPS network can still access most of what they need (mainly, a platform called Blackboard that is used for most online assignments). Two things they cannot do are print and access their student inboxes.
  6. Catherine suggested that low-income students without landline access could look into Verizon's "Lifeline" product, which provides a low-cost landline for a low-income population.
  7. It would cost approximately \$15,000 to install wireless access to the ACPS network at libraries and community centers. But it is unclear who would provide user support for this access.
- F. Paul Kim from the City's ITS department, presented a status on various ongoing network management projects.
1. Virtual Infrastructure. This will reduce costs (e.g., cooling, footprint, use of hardware until failure instead of until end of warranty period) as well as provide enhanced access.
  2. Upgrade Data Protection Software. A version upgrade is in work as well as a modification of backup policies.
  3. Lotus Notes Email Architecture – move from version 6.5 to 8.
    - a. IBM no longer supports 6.5
    - b. An Enterprise Vault will be implemented as a central archive for each user's email. It uses single instance storage to reduce storage space required. It will also simplify the legal discovery process.
    - c. VOIP over Notes will be implemented.
    - d. New version of webmail.

1. Used by public safety staff who share computers
2. Enhances access for telecommuters
4. Quicker, a collaboration tool, will be implemented. This will provide the ability to share documents, calendars, RSS feeds, etc.
5. Citrix Farm
  - a. Provides secure remote access to City systems
  - b. The farm will be expanded and more licenses added.
6. Network access will be provided to new buildings, such as Barrett Central Library, the new Fire Station, and the Police Station.
7. VPN access to City systems is also in use and will be upgraded.

#### G. IT Plan Schedule

1. First version should be available in mid-February
2. Will be online on Feb 10
3. Suellen Savukis will provide an overview to the Commission's reviewing subcommittee
4. There is some urgency in reviewing the plan this year, as the 2010 budget is smaller than the 2009.
5. Members of the IT Plan Review Subcommittee:
  - a. Mark Feldheim (chair)
  - b. Kostas Liopiros
  - c. Heather Planey
  - d. Phillip Acosta
  - e. Lynda Rudd

#### H. Council Decisions Regarding Boards and Commissions

1. The IT Commission must rewrite its mission statement to include 21<sup>st</sup> century technologies.
2. Telecommunication and cable consumer complaints oversight duties were moved to the Consumer Affairs commission.
3. Kostas will draft the charter revisions and forward them to the commission.

#### I. Adjournment.