Information Technology Advisory Committee
February 28, 2022 4:30 – 6:00 p.m.
Microsoft Teams Meeting

Meeting Notes

Call to Order:

Present	Seat	Name	Present	Seat	Name
	St1	Jashlin Olivera	x	S1	Sue Monroe
	St2	Luciana Lovik	x	S2	Aishah Bomani
	St3	Joe Friedman		S3	Latilia Warren
	C1	Justin Mann	x	S4	Alyssa Begovic
x	C2	Jacqui Silvio-Barnes		S5	Azure Grossi
x	C3	Craig Behnke		S6	Beatrice Butler
x	C4	Trisha Frazier	x	S7	Ana Radzi
	C5	Pedro Ciriano Perez	x	S8	Jim Meyer
x	C6	Jian Wong		SA1	Ken Pendergrass
	C7	Benjamin Krokower		SA2	Daniel Noyes
x	C8	Robert Bohus			
x	CA1	Leslie Howle			
	CA2	Nina Arens			
	Chair	TBD		Co-Chair	TBD
		Other Staff Present: April Mardock, Jay McSweeney, Joanne Cobb, Steve Noebel			***Key: (C) Community, (St) Student, (S) SPS Staff*

This meeting will be held remotely per the Governor's proclamation prohibiting public agencies from conducting meetings subject to the Open Public Meetings Act in-person to curtail the spread of COVID-19.

Jacqui motioned to approve the February 28, 2022 minutes. Sue seconded. Passed unanimously.

The January 24, 2022 minutes were motioned for approval and passed unanimously.

Budget

Mr. Del Valle went over the latest budget. There may be changes to the budget due to a few policy changes – travel may be implemented again. IT Manager Steve Noebel says we're ordering 2,000 laptops and there may be an additional need.

Informational/Q&A: **Official Calendar (Craig B.) 4:45 p.m.**

Craig went over the ITAC calendar dates for the rest of the year. Mr. Del Valle reminded the committee will be sending out monthly meetings for ITAC

Informational/Q&A: **Devices RFP (Joanne Cobb) 4:50 p.m.**

Project Manager Joanne Cobb presented the Computing Services and Support RFP. She discussed device background, mission/vision, device management procurement process, challenges, and next steps. Steve Noebel mentioned that if a laptop is repaired at a depot, there isn't a guarantee it will go back to the school it came from.

Mr. Del Valle followed up saying the team met to discuss some of the challenges. They'll be meeting the week of March 1st go over the data.

Robert asked what would a vendor have to do to move on from Thornburg as a vendor? Joanne replied they've been looking for multi-manufacturers and a vendor's ability to do that. Mr. Del Valle follows up saying what's ideal is having a vendor as a service provider that allows the purchase of devices from different companies.

Jacqui asked a question regarding the timeline of the RFP, what are the gaps, and are they mitigable? Mr. Del Valle replied Thornburg does the imaging for the computers when they're first purchased. If we must go a month or two, can out team fill in that gap. They're currently thinking through different scenarios if there are gaps that need to be filled.

Craig asked if there was support for the vendor regarding an extended timeline for the RFP. Carlos replied it depends on if there is an extension given from leadership.

Informational/Q&A: **Technology Implementation Plan (Carlos DV.) 5:25 p.m.**

Mr. Del Valle discussed the Technology Implementation Plan. He displayed a draft of the Technology Master Implementation Plan and went over the details.

A committee member asked at what stage the budget gets refined. Mr. Del Valle says the amount listed is what they're approved up to. Every year they meet with the budget analyst to discuss how much is needed for that year.

Robert asked if there is any prioritization for everything listed in the technology plan. Mr. Del Valle said some of the projects are new but the bulk of them are to keep our level of service.

Open Comments

Robert asked about tools for teachers that Digital Learning Manger Rafael Gallardo mentioned during the last meeting. Mr. Del Valle will follow up.

Trisha motioned to adjourn the meeting. Jacqui seconded. It passed unanimously.

Meeting adjourns 5:41.