

TAC Meeting Minutes (March 2023)

Date: March 13, 2023

TSSC Annex Lobby

Physically present:

Beth Anne Carr, Dr. Phillips, Kathy Brooks, Robert Sanders, Danielle Thomas, Linda Ferrara, Naveed Syed, Liana Pernes, Kevin Williams, Marsha Wagner, Olayemi Awofadeju, Denise Vajanc, Jason Greenberg, Chuck Griffin, John Perez, Jacqui Luscombe, Julio Gonzalez, Melissa Pariaz, Kevin Nosowicz, Ali Aveese, Alison Witoszynsky Darlene Cimilluca

Virtually present:

Matthew Bradford, Charlene Collins, Jennifer Harpalani, John O'Bryan, Neeta Rancourt, Raysa Lugo, Karl Yeats

Old Business:

(Quorum was not met so this meeting is "informational only")

Membership training requirement status:

12 of 32 members out of compliance for training. Members requested to complete training immediately.

Officer Election Subcommittee update:

No update to report at this time.

Chair / CIO Topics:

Chair:

No new topics

CIO:

B-Stock update:

Dr. Philips met with Cabinet this morning. Sent out a survey to school principals last week. Mrs. Marte will coordinate with B stock vendor to allow for the pickup of Technology B-stock items at schools.

- Question: (Beth Anne) How will the schools be notified?
- Answer: Principals will be notified via Pivot memo from PWS. Trying to get more trucks and more people. Procurement survey identified approximately 100 schools requiring B-stock pickup.

Let's Talk Demo:

Dan Wittich, VP, District Partnerships and Matt Lindbloom, Sr. Client Advisor.

K-12 Insight provided a Let's Talk demo highlighting their ability to provide customer service as shown in over 400 Districts (Dallas, Austin, Baltimore City, etc...).

Inbound communication are approximately 400 communications per 1,000 students with District-wide transparency.

Through Let's Talk, when submitting an inquiry, response will be given in 1 – 2 days (as configured by the District).

Benefits include Auto translation (72 languages), live translators, 24/7 mobile app platform, each topic will have an owner plus team members with no user limit. Can build in escalations for unanswered questions. Timeline is contingent on Board approval. Will present to DAC. This is budgeted for next year. We can work on Process flows for the next school year.

- Question: (Beth Anne): What type of systems does it integrate with?
- Answer: Route email, partnership with Twilio, and Chatbot, Landing Page, Text Messages, Phone Calls
- Question: (Beth Anne): Can an owner reuse information readily?
- Answer: Can automatically populate the response area.
- Question: (Linda Ferrara): What if there is a lockdown
- Answer: (Dr. Philips): Let's Talk is not the application for that. We have Safety and Security to help. Working on automating lockdown messages. On the website on every page at the top at the header.
- Question: (Linda Ferrara): What type of timeline are we looking at?
- Answer: (Dr. Philips): We must bring it to the Board first. Budgeted for next year. We can do process flows before official go live.
- Question: (Linda Ferrara) Is this the only Vendor?
- Answer: (Dr. Philips): Will look into DemandStar

IT Policies (TAC Review/Feedback): (Robert Sanders)

Feedback questions regarding policies 8520 and 8560 submitted by members were presented for any follow-up questions. No additional discussion was necessary.

New Business:

Managed Print Services RFP: (Maximo Rosario) – Going out to bid – RFP for both low & high-volume printers – with pay per click.

Internet Protocol TV: (Chuck Griffin) – Streamvu, renewal yearly maintenance.

Back-up and recovery software: (Jason Greenberg) - Going out for ITB this year – discussing price.

DNS & DHCP System Upgrade: (Jason Greenberg) – Scheduled for April Board

ID Management & SSO (Clever): Agreement Renewal

Electrical Services: (Dr. Joe Philips) – Consolidating Electrical Services for PPO & Security

BrainPOP: Reapproved at Board meeting this week. User-friendly for teachers and students (elementary/middle school).

Student verification software – Anthology: (Neeta Rancourt). Used by Broward Technical colleges/ Financial aid Board - being renewed. Going to special school Board on March 28, 2023.

Follett: (Kevin Williams) – Requesting spend authority for additional barcodes for the destiny resource manager.

- **Question** – (Beth Carr) – Is it a sticker?
- **Answer:** Yes

Energy Expense Management Software: (Alison Witoshynsky) – Approved at the Board. Meeting last week. Last renewal on the current contract.

IT Policy – TAC Review: (Robert Sanders) – IT policies 8510, 8550, 8540 provided to TAC for review during our April meeting.

IT Activity:

BCPS APP Overview: (Drew Demme) – Rescheduled for April TAC meeting.

Summer Internship with CTACE: (Maximo Rosario) – June 12 Start – Network upgrades, imaging systems, Video editing.

Student Information System (SIS): (Karl Yeats) - Met w/PBO enrollment. Currently training District Staff.

Note: Specific status related to Ed Plan replacement will be provided on an ongoing basis to TAC

Success Factors: (Kathy Brooks) - Currently training District Staff (SSEP, Transportation, and HR).

FinalSite: (Charlene Collins) - Pending Stakeholder Demonstration to include TAC, DAC & School staff.

Lemongrass SAP migration: (Charlene Collins) - In the green on schedule. Completed kick off meeting, Migrating SAP hosting Payroll finance and SAP Personnel. Will complete project at the end of June.

Power DMS: (Kevin Nosowicz) - Platform where police documents live for state accreditation. Training component. Focuses on law enforcement, policies and procedures.

Maximo Software Financials Initiative: (Robert Sanders) - Current focus on end-of-year challenge to include Fund Reservation. Working with PPO and SAP team to resolve error log items.

- **Question:** (Beth Anne) – Are we the only ones having this problem?
- **Answer:** (Kathy Brooks) – IBM did not do the implementation. EDI was the implementation partner.
- **Answer:** (Dr. Philips) – may bring in IBM – we did not buy the integration module and we have to fix that and set it up how it is supposed to work in a school District. PPO project is getting tablets to replace clipboards. IT shop 24- 36 months we are going to slow down bringing in new items.

Ariba: (Charlene Collins) - SAP team and District team next steps. SAP is working to determine next steps. Sourcing module, Supplier information management, Contracts module. Do not currently have the invoicing module. Enterprise project – bigger than PWS. Phased implementation, review the plan this week. Missing the implementation piece. We are starting from scratch. Also looking at our processes.

Health & Environmental Safety System Automation: (Darlene Cimilluca)

This department is responsible to check air quality among other areas. This project is in its infancy. The entire process is currently done manually on paper. It is then manually entered into Filmmaker Pro. Then it is manually entered into Maximo. Objective of the project is to find a software to enter the data once and utilize tablets and enter the data once into a database.

Public Records Request Automation: (Maria Wagner) – Beginning project stages and demos are lined up and will invite TAC and will record them so committee members can listen as time permits in their schedules.

Note: We will have demos outside of TAC meetings since they do take up a lot of time. These demos will be recorded for the committee(s) invited.

Ed Plan: (Dr. Philips) – Ends June 2024

- **Question:** (Jacqui Luscombe): School Board approved to replace vendor for Ed Plan. She would like it on the TAC agenda. Need side-by-side analysis.
- **Answer:** (Dr. Philips): We will put it on the agenda. The current contract ends in June 2024. Board approved an extension for the migration, and I must concentrate on the extension. Want to get consultants where we have gaps in resources.

Meeting Adjourned