TECHNOLOGY ADVISORY COMMITTEE
Meeting Minutes

In attendance: Dale Bondanza, Kathryn Brooks, Robert Sanders, Daryl Diamond, Beth Anne Carr, Liana Pernes-Muthig, Denise Vajanc, Harmoni Clealand, Jacqui Luscombe, Jeff Stanley, John Perez, Julio Gonzalez, Russell Kaufman, Kevin Williams, Marsha Wagner, Matthew Bradford, Mauricio Stradiotti, Maximo Rosairo, Olayemi Awofadeju, Raysa Lugo, Rick Reece, Rick Reynolds, Sasha Axouth, Stephanie Bustillo, Susan Cantrick, Vincent Newman, Vincent Vinueza, Zak Barbarosh, Teresa Macri, Amanee Tyson, Camille Pontillo, Ed Hineline, Matthew Fritzius, Michael Medina, Phillip Dunn, Richard Baum, Veronica Sclafani, Wendy Vazquez, Naveed Syed,

Date: May 10, 2021   Time: 2:30 p.m. – 4:00 p.m. Physical Location (Appointed Members Only): TSSC Annex Lobby
TEAMS Meeting: TEAMS Meeting
Online DIAL IN - Click on "Join TEAMS Meeting" link in Outlook/TEAMS calendar invite. Phone: (786) 636-1366 - Conference ID: 864 102 118# (May's meeting only)

Agenda Items:

1.   **Call to Order – Beth Anne Carr, TAC Chair**

    • Chat window should be used for questions. Please mute microphones. Attendance will be taken.
    • Check Quorum @ 2:45 (Informational Meeting only, if quorum not reached)
    • START RECORDING!
    • If Quorum present - Approval of the minutes from the October 12, 2020 meeting

2. Business before the Committee

    • **Cybersecurity Starts with You (Teresa Macri)**

As part of our recovery from our cyber security even that took place this year, we want to go over what we learned from the Ransom ware attack. This is happening across the country with attacks by organized crime. 90% come in from a phishing attack where a criminal will try to trick you into clicking a link that you should not.

Lesson 1: To spot a phishing email you should watch out for emotions: greed, urgency, curiosity, and fear.

Lesson 2: Examine the email signatures, sender address, and email tone to determine where the email is coming from.

Lesson 3: Look for common indicators of a phish: attachments (pdfs are not safe), do not click on links until you have hovered over it to see where it is coming, asking you to log into and give password. There is a report phishing button in Microsoft at the top under Report messages > Phishing.

Avoid being a victim by: (1) look where you are going – hover over the link, (2) be suspicious – are they asking for a password reset or sensitive information, (3) pick up the phone – anytime there is doubt talk to the person who you think is sending the email.

Only way to come back from ransom ware is to go to your backups and not to pay the ransom. So keep a strong and regularly changed password, back up your data, keep antivirus up to date, keep operating system and applications patched and up to date, be careful when surfing the net, be careful when reading emails, and stay vigilent.

• ITIL Implementation within the Service Desk (Matthew Bradford)

Acronyms:

(1) ITSM – Information Technology Service Management – the implementation and management of quality IT services that meet the needs of the business
(2) ITIL – Information Technology Infrastructure Library – Best practice framework that gives guidance on how ITSM can be delivered and helps us speak the same language and is aligned to international standards.

ITIL is non-proprietary – applicable to any IT organization, non-prescriptive, and is a best practice

ITIL V3 Model- will be what the IT staff will receive training. We have a vendor/partner working with us to determine where we currently are at with our ITIL practices and a roadmap for improvement strategy that aims to achieve an ideal ITSM model for the organization.

Trying to be an organization that delivers exceptional services to students and staff.

Both above presentations will be placed into the TAC TEAMS site.

• Board Items for May/June (Harmoni Clealand) – see screenshot below.

2021 MAY

MAY Items	Bid #	Gran #	Item	$	Owner
Microsoft LLS Licensing Agreement (Linked to OO-1)	FY21-230	633	O-1	$0	Max
Creative Cloud User Licensing Agreement	FY21-231	697	O-2	$0	Max(CIACL)
Microsoft District-wide Licensing ITB (Linked to O-1)	FY21-177	455	OO-1	$6,765,418	Max
Technical Contract Staffing & Consulting Svc	19-080V	787	OO-7	+$725,000 $7,125,000	Dale
F5 Load Balancer ITB	FY22-021	811	OO-10	$491,182	Vince
Fortinet Enterprise Firewall ITB	FY22-020	812	OO-11	$2,544,351	Vince
VMware	19-053E	998	OO-12	+$8,121,000 $8,819,356	Vince / Teresa
Mobile Communications App (Parentlink BlackBoard)	FY21-051	837	OO-44	$2,416,440	Ed
High-Speed, Large-Volume Digital Duplicators (Riso)	FY21-234	885	OO-42	$2,000,000	Max
JUNE Items	**Bid #**	**Gran #**	**Item**	**$**	**Owner**
Timekeeping Kronos (Renewal + Spend)	FY21-052	935		+$200,000 $850,000	Ed
Schoolwires Web Community Manager (Blackboard)	FY22-072	961			Ed
Apple Computer	FY21-238	900			Max
Purchase of Print Devices and Supplies (Lexmark)	FY21-233	813			Max

IN THE CONE	Bid #
Microsoft District-wide Licensing ITB	FY21-177
F5 Load Balancer ITB	FY22-021
Fortinet Firewall ITB	FY22-020
Print Devices ITB	FY21-233

Concern: Adobe licenses – where students had been going into a lab to use the desktop computers, now students will need to sign into their own computer. This increases the user licenses exponentially because they cannot share licenses on the desktops. This affects many of the Applied Learning programs.

Additional Academic items being brought to the Board:
May – (1) Zoobean (electronic version of Reading Across Broward), (2) Turnitin plagiarism tool, (3) Instructure/Canvas three-year contract (if not May then June)
June – (1) Newsela, (2) Nearpod, (3) Vocabulary.com, (4) Badgr (Badging capability as an LTI with Canvas), (5) LANSchool (waiting for an updated quote)

3. STOP RECORDING!
4. Adjourn - Standing Motion