
TECHNOLOGY ADVISORY COMMITTEE

August 8, 2022

2:30 p.m. – 4:00 p.m.

Meeting Minutes

(Informational Meeting ONLY due to lack of Quorum)

IN PERSON MEETING: (TSSC Annex): Beth Anne Carr, Kathy Brooks, Robert W. Sanders, Jason S. Greenberg, Janice Johnson, Vincent Newman, Linda Ferrara, Denise Vajanc, Naveed Syed, Stephanie Bustillo

TEAMS VIRTUAL ATTENDANCE: Dr. Phillips, Ali Arcese, Charlene Collins, Azhari Abbas, Darlene Cimilluca, Elayne M. Hollander, Harmoni Clealand, Irma Roberts, Jennifer Harpalani, Julio Gonzalez, Marc Horowitz, Lucy Williams, Matthew S. Bradford, Raysa Lugo, Nathalie Lynch-Walsh

Agenda Items:

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

This is an informal meeting because we did not meet quorum. Meeting was held in person and virtually on TEAMS. We only had 6 official committee members, so we were not able to vote on minutes from Oct. 2020.

2. **Business before the Committee**

Establish nominating committee to facilitate recommendations for TAC Chair/Vice/Secretary

Ms. Carr stated we really should make every effort to come in September so that we can have a quorum to create a committee to elect a reporting secretary and vice chair. Members, were asked to please plan what you can to be here in September because we have not had an official meeting since October 2020.

Request for assigned representatives (Robert Sanders)

We will once again request for assigned representatives from the Policy-approved list along with last year's appointees. We appreciate everybody who did come in and Robert will be sending out an e-mail reminding everybody again. Board members should renominate their representatives.

A draft message will be sent to board members to include their individual representatives and their attendance for last year.

SIS Updates

Peter M. Eschenbrenner, Director of Process Improvement, presented a PowerPoint presentation with information about the new upcoming Strategic Plan for the District. He also provided an update on the student information system (SIS). The SIS modernization is being provided by FOCUS School Software. SIM is working closely with the vendor to make sure this district-wide initiative is completed with fidelity over the next couple of years.

The purpose of this project is to modernize our student information system. We will have several key benefits that align to the district's long term organizational goals that include state reporting processes, improving the use of data for decision making, improving stakeholder communication, and improving interoperability and accessibility of systems.

The District is looking at “Go-Live” date starting in early 2023, but majority of the project will probably launch around the August 2023 timeline. And then over the course of the next two years, TERMS will become historical database.

Emergency Connectivity Fund (Maximo / Julio)

Julio Gonzalez , from IT Technology Support Services group under the leadership of Max Rosario, presented updates on the ECF. The ECF abbreviation, stands for emergency connectivity funds program.

The District split this up into year one, year two. Year one is academic year 2021-2022 and we have placed approximately 77, 000 plus machines into schools. In addition, we have also put out 1,500 hotspots for use.

We have applied for a second round of ECF. The 2022- 2023, which is considered year 2. However, the ECF for the 20,000 devices is pending approval.

State eRate Funding projects (Jason Greenberg)

Jason Greenberg went over a PowerPoint presentation put together by Michelle Gresham. E-rate is a federal program that makes telecommunications and information services more affordable for schools. With funding from the Universal Service Fund, it provides discounts for telecommunications, Internet access, and Internal connections. Eligible schools and libraries may receive discounts on telecommunications, services, and Internet access, as well as internal connections, managed internal broadband services, and basic maintenance of internal connection.

We received over \$200 million since the beginning of the program back in 1998. Each cycle goes for five years. We were approved for \$437 million in 2021 just in the last two years we've applied for \$30 million. A majority of that money is for wireless and the replacement of outdated switches.

Dr. Phillips had asked how old is our network infrastructure? Jason answered the switches are at an average of 11 1/2 years old and the Wireless Access Points are about 7 years.

Ariba (Dr. Phillips / Kathy/Harmoni)

Kathy Brooks went over Ariba and explained that it helps with our Procurement Department in a way that gets the bids out more quickly, more dynamic, and then receives bidder responses. Harmoni Clealand added It is a vendor registration portal that we already have implemented and is in use. It also has the ability to electronically accept bids. This part needs to be implemented so that our vendors would be able to electronically submit them.

SAP (Dr. Phillips /Charlene Collins)

The SAP system is a district system of record. We manage the employee information and that system. We also manage the payroll information and finance information and some of the procurement information like Ariba is a part of SAP. So those are some of the things that are managed in our SAP system, which again is our system of record for managing our business process. Some of the specific points that about SAP is that we're working on currently working on a road map.

We are working on a road map with the priorities for where we need to be in order to keep up with our business processes and industry standards. We will work closely with TAC to identify any interested volunteers to be invited to any SAP demonstrations.

Then the next few things that are coming up are our modules that are being set-up in SAP for recruiting and onboarding. We just recently did the bank project switching from Bank of America to Chase.

Part of our shift that we're working on in our IT division is to move away from a lot of the homegrown applications and systems as well as the need to retain the knowledge of how those were built in-house.

Tech Purchases Process Mapping (Dr. Phillips / Kathy)

Kathy mentioned that our purchase process initiative is ongoing to make sure developing an initiative to provide schools and offices within the district a streamlined approach to procure necessary technology. Our team, the planning, implementation, training, adoption, continuous improvement, also known as PITAC we will be working with users on this initiative.

Dr. Phillips added that this is a very significant effort for the District. It is going to be a significant amount of streamlining and savings that we anticipate as a result of the initiative while also being able to possibly provide better solutions.

IT Training Overhaul (Dr. Phillips / Kathy)

We have already met with the Professional Development Office who handles training for staff mainly and we want to really build out a robust program for IT staff, which pretty much goes into training. We want to make sure we are giving effective and efficient training and making sure our IT team are continuously developing new skills for career growth.

Additionally, we have expanded some other trainings for SAP users in the District this year. Our training offering is more frequently rather than every other month as previously provided.

Messaging Software (Dr. Phillips / Kathy)

We will be surveying users to determine what is needed out in the District. We will be asking parents, students, teachers, and school-based administrators what their needs are for this 2-way communication. Robert is leading this initiative and we are reaching out to the Office of Communication to assist us. Stephanie from ELL reminded all that multiple languages are required and some parents want a hard copy.

Device Selection Criteria (w/ Durability video) (Dr. Phillips / Robert)

Robert and Dr Phillips stated that IT will be working closely with TAC on device selection criteria. A video was provided to show the types of durability testing that will be used for future devices.

Development of IT 5 Year Technology Plan (Dr. Phillips / Kathy)

Kathy Brooks: This will be forthcoming. Basically, everything we talked about today with the different initiatives will be included along with others that may surface. We will be working with other Divisions to determine needs and urgency levels to scope out a map for IT that will be presented to TAC for feedback.

Nathalie Lynch-Walsh asked if anyone had reviewed the 2014 Tech Plan and that there are items in there that still are need. She further explained the need for an automated tool for the public to sign up for speaking at Board meetings.

Maximo System review

The Maximo system will be reviewed for any improvement opportunities. This will closely include Mrs. Marte & Mr. Dorsett throughout the investigative efforts and implementation.

3. Meeting Adjourn –4:53 PM

Future Meeting Dates for 2022-2023

Time: 2:30 pm - 4:00 pm

- **September 12, 2022 – TSSC Annex – Lobby, Sunrise**
- **October 10, 2022 – TSSC Annex – Lobby, Sunrise**
- **November 7, 2022 – TSSC Annex – Lobby, Sunrise**
- **December 11, 2022 – TSSC Annex – Lobby, Sunrise**
- **January 9, 2023 – TSSC Annex – Lobby, Sunrise**
- **February 13, 2023 – TSSC Annex – Lobby, Sunrise**
- **February 13, 2023 – TSSC Annex – Lobby, Sunrise**
- **March 13, 2023 – TSSC Annex – Lobby, Sunrise**
- **April 10, 2023 – TSSC Annex – Lobby, Sunrise**
- **May 8, 2023 – TSSC Annex – Lobby, Sunrise**
- **June 12, 2023– TSSC Annex – Lobby, Sunrise**

TAC Web site: <http://browardschools.com/tac>

