TECHNOLOGY ADVISORY COMMITTEE

October 11, 2021
2:30 p.m. – 4:00 p.m.
Meeting Minutes
(*Informational Meeting ONLY*)

In attendance: Robert W. Sanders, Bree J. Miron, Christopher Fuller, Janice Johnson, Amanee Y. Tyson, Kathryn F. Brooks, Marsha M. Wagner, Wendy Vazquez, Olayemi A. Awofadeju, Julio E. Gonzalez, Raysa Lugo, Jason S. Greenberg, Matthew A. Fritzius, Sasha P. Azouth, Jimmy A. Lavoie, Victoria E., Trujillo-Cortellese, Stephanie Marsh, lianapm, Geoffrey S. Graboyes, Richard G. Baum, Elayne M. Hollander, Dale A. Bondanza, Zak K. Barbarosh, Matthew S. Bradford, Beth Anne Carr, Maximo A. Rosario, Ali Arcese, Larissa A. Chanzes, Jacqui Luscombe, Harmoni D. Clealand, Rick Reynolds, Stephanie M. Bustillo, Michael Medina, Veronica P. Sclafani, Rekishia T. Moore-Redding, ==+1 954-648-1779== ???

Agenda Items:

1. **Call to Order** – Beth Anne Carr, TAC Chair
   - Beth Anne opens stating this is NOT an official meeting, we can only take notes and we cannot vote on anything. We have been unable to hold an official meeting. I have volunteered to be at every single live meeting in person. I hope we can over any obstacles and meet next month.
       - ~~If Quorum present, Approval of the minutes from the September 13, 2020 meeting~~

2. **Business before the Committee**
   - Official Business, if Quorum is present
       - ~~Approval of September 13, 2021 meeting minutes~~ *(SKIPPED b/c quorum was not met)*
       - ~~Establish Nominating Committee for TAC Chair/Vice/Secretary roles~~ *(SKIPPED b/c quorum was not met)*

   - **Task Assigned Chief Information Officer introduction** *(Vince Vinueza)*
   Matthew Bradford confirmed that Vince is out today and introduced him as temporarily assigned as the 'Interim CIO' until Mr. Phillip Dunn's return. Chief Phil Dunn is on leave for medical reason.

   - **Committee Administrative Requirements** *(Robert Sanders)*
   Robert went over that Appointed Member Training Committee Status is mandatory; Voting members are encouraged to do the training and can be found on the district page: https://www.browardschools.com/page/41329 The training covers a lot of information. Robert pulled up excel spreadsheet which shows confirmations are still pending. He sent out a link indicating the names in red pending.

   Questions: (Beth Anne) Have individuals been notified that their name is on the list? Robert answered that he hasn't reached out individually but he he sent out the list. He has reached out to most organization and many have already responded. We just have difficulty getting final appointments if they have changes in leadership. Beth Anne added training includes laws are designed to protect you from problems moving forward regarding the Sunshine Law for public meeting.

- **Laptop Refresh overview** (*Maximo Rosario*)

  Max took over as presenter and uploaded a presentation on the District Laptop Refresh Project – Fall Update. We're staying steadfast to the vision of moving from an existing 2.5:1 computer deployment model to a 1:1 issuance. Max continued speaking on the refresh milestones from FY2020 – FY2022. He also went over reported Break-Fix incidents. He stated that 81% of all reported incidents are classified as out of warranty or accidental damage.

  Max continued discussing supply chain risks from China. Shipping delays have impacted orders and deliveries of new laptops. The other challenges we're facing is the relapse of COVID-19 and student/family accountability.

  Questions: (Beth Anne) Are you also tracking labor cost associated with repairs. Max answered that Mr. Bradford is tracking that data and yes, labor cost and pick-up/delivery times are added to the hidden cost of repair.

  (Victoria E)**:** 1) Please expand of the definition of OEM. Max stated that it stands for Original Equipment Manufacturer for computer devices (Lenovo, Dell, Apple, MS). 2) Local businesses like Verizon have donated laptops to schools with a warranty…is that something we can look into for the future? Max said there is a concern of standards and specifications when laptops are donated. The proper channel for computer donations include delivery to IT (Max's department) or the school site but the computers will have to reimaged for student experience.

- **Laptop Insurance overview** (*Maximo Rosario*)
  Max continues with the the laptop refresh by discussing Insurance plan. He went over the voluntary Request for a laptop or Hot Spot form Miami Dade Public Schools. In addition, students must also sign an additional agreement that includes saying they agree to use these devises in the scope of school policies. Everyone must return the devices and peripherals in the same condition or they will be charged. In order to take a device homes, Miami Dade County Public Schools also has a technology fee from $5.00 – $20.00 depending on the student's lunch status. They also have the option to buy an insurance policy through a third-party vendor which they have contracted through their procurement department and managed by risk management. The contract is similar to an accidental insurance policy that covers abuse, damage, or breakage of the device. On average, the fee is normally $30/annual. It's going to take collaborating between several departments to put a similar insurance policy in place at Broward County Public Schools.

  Questions: (Beth Anne) Through the research did you find out how many students signed up for the independent insurance? Max answered that he did not have that information. He added that the $5 technology fee only covers basic wear and tear. It does not cover if the device is lost.

  (Jackie) Stated she had concerns on equity issues and if this system is fair and balanced. Max responded to her concerns by stating they are working to address similar concerns.

  (Victoria) Added some possible solutions; Once we get the numbers from Miami-Dade, would we be able to setup some type of fund where people will be able to donate towards that fee? Max stated we can consider it after we do the research.

- **Instructional Software Procurement Initiative** (Kathy Brooks)

  Kathy Brooks stated that the Superintendent wanted us to keep moving forward with the Instructional Software Initiative. Were going to have a managed menu of software that Academics will be vetting, and they will be reaching out to OSPA as well on software that has been approved for the district. Right now, there are over 200 software items that are being used. We're trying to make sure that we have a true managed digital approached to instructional software that goes one time to the board.

  Questions: (Beth Anne) In the past years, the list has been given to this group to review. Will that information be forthcoming this year? Kathy answered that she will need to get with Academics, but internal staff should have access to the list already. Not sure if individuals outside the organization will be given the list. Kathy will follow-up with Academics. There are two separate lists -- one for admin-related (File-Maker pro) and one for instructional.

- Procurement Topics & Upcoming Board Items (*Harmoni Clealand*)

  Harmoni stated she gave Robert everything he needed to know. Robert said he didn't have anything new to bring forward.

  Questions: None

3. **Meeting Adjourn** – 3:38 PM

Future Meeting Dates for 2021 Time: 2:30 pm - 4:00 pm

- **November 8, 2021 - TEAMS + Physical Location = TSSC Annex**
- **December 13, 2021 - TEAMS + Physical Location = TSSC Annex**
- **TAC Web site:** http://browardschools.com/tac
- **Microsoft Teams TAC Site:** https://teams.microsoft.com/_#/files/General