

ILLINOIS CENTURY NETWORK
JUNE 1, 2001 POLICY COMMITTEE MINUTES

Submitted for: Action

Summary: Distribution of June 1, 2001 minutes for review by the Policy Committee.

Action Requested: Adoption of June 1, 2001 minutes.

Recommended Motion: *That the ICN Policy Committee adopts the June 1, 2001 minutes with any edits as noted.*

ILLINOIS CENTURY NETWORK

JUNE 1, 2001 POLICY COMMITTEE MINUTES

The meeting was called to order by Mary Reynolds.

Members present: Jean Wilkins, Illinois State Library; Bruce McMillan, State Museum; Keith Sanders, Illinois Board of Higher Education; Virginia McMillan, representing Joe Cipfl, Illinois Community College Board; Mary Reynolds, Governor's Office; and Lugene Finley, Illinois State Board of Education.

Others attending included: Frank Cavallaro, Alice Engle, and John Anderson, Department of Central Management Services; Brent Crossland, Governor's Office; Ross Hodel, Illinois Board of Higher Education; Neal Miller and Anthony Hopp, SpringNet; Todd Hart, Illinois Health Education Consortia; Neil Matkin, George Badger, Lynn Murphy, Lori Sorenson, Karlin Sink, and Rebecca Dineen all from the Illinois Century Network.

1. Policy Committee Minutes

Staff requests the adoption of the October 23, 2000 and February 7, 2001 Policy Committee meeting minutes. Future meeting minutes will be available 1 week prior to the next scheduled Policy Committee meeting.

Motion: Keith made motion; Bruce seconded.

Keith Sanders moved that the ICN Policy Committee adopt the October 23, 2000 and February 7, 2001 minutes with any edits as noted. (No edits were noted.)

Motion carried.

2. Announcements

Mary distributed "For the Record: Administrative and Legislative Accomplishments, George H. Ryan, Governor". This document, the budget press release, and other information is available on the web site. The ICN has been submitted for several awards, and results should be known later this summer. In response to an individual expressing an interest in serving on the Policy Committee, Mary asked the committee and staff to submit suggestions for constituent groups that may not be represented by the committee or individuals who would be interested in serving. Ideas can be forwarded to Rebecca or discussed with Mary.

3. Remarks

Neil introduced Neal Miller and Anthony Hopp from SpringNet and Todd Hart from Illinois Health Education Consortia.

Updates:

- Staff has identified 14 K-12 school buildings that aren't connected to the Internet, and 19 additional locations that staff needs to reconfirm. The staff feels confident that everyone interested in being connected has been contacted on multiple occasions and in many different ways.
- The RTC IV Newsletter was distributed as a good example of a Regional User Group coming together. Each RTC office received an official ICN sign that recognizes the Governor's support for the ICN.
- A brief list of success stories was distributed. The staff expects the stories to continue to build, and ICN will post detailed stories to a section on the ICN web site with links to the featured institutions.
- Staff is working in partnership with CMS, Argonne labs, the Illinois Department of Transportation (IDOT), and others to investigate utilizing state owned fiber (I-Wire). I-Wire has significant cost and peering ramifications for the long-term future of the ICN, because it has the potential to bring ICN to three major network access points on the West Coast, Chicago, and St. Louis. Neil thanked Alice Engle, Bill Vetter, Charlie Catlett, and Jim Haycraft for their work. Neil will submit a written item at a later meeting and will ask Charlie Catlett to come and speak on I-Wire at that time.
- A draft of the ICN welcome packet was distributed. The packet attempts to improve communications with constituents by listing the Regional Technology Centers and Learning Technology Centers, covering DNS issues, and listing technical support contacts. Staff will also be sending an ICN customer survey to find out if the ICN is meeting the constituents' needs. Neil asked the Committee to notify staff of any changes. The ICN advertising packet is ready for release but is currently on hold due to a critical shortage of Internet egress.

4. Policy Committee Meeting Schedule

Staff requests the adoption of regularly scheduled Policy Committee meetings to be held on the last Wednesday of January, March, May, July, September, and November (moved to the week prior for Thanksgiving). If it is determined that a meeting is not needed, it will be cancelled at that time.

Motion: Keith made motion: Virginia seconded.

Keith Sanders moved that the ICN Policy Committee meet six times per year according to the schedule presented.

Motion carried.

5a. Network Operating Policies: Community Network Update

Item 5a asks the Policy Committee to establish policies that ensure the long-term success and future of the network. The item addresses policies involving community networks.

Constituents can be connected directly to the ICN in one of two ways, directly to an ICN point of presence or as part of an aggregate connection that supports multiple users. Previously, the ICN funded some aggregate connections, but on further analysis has determined that many of the aggregate connections are more costly over all than the direct connections.

Benchmarks used in determining the viability of community networks are sustainability and scalability. Other issues involve the local determination of who is included in the community network and conversely, who is not and who pays for the aggregate connection.

Concern was raised about the need to avoid arbitrary decisions regarding the approval of community networks. The ICN management team has technical and financial criteria in place that are applied to each community network application in order to provide an objective analysis of each proposal to determine if it is sustainable for the long term.

Neil's position is that the ICN should not be funding private networks that don't connect to the ICN directly. A differentiation must be made between a community of interest and a piece of someone's network that does not touch the ICN. Greenville and the Chicago Archdiocese were cited as examples of connections that also maintain their own separate networks.

Keith suggested adding the word "educational" to "community network" where used in the motion. The committee decided to address items 5b and 5c before moving on item 5a in order to have a better understanding of its scope.

5b. Network Operating Policies: Priority of Public Entity Connections

Item 5b seeks to identify and prioritize the constituents named in the legislation in order to define the ICN primary constituents and factor this information into the proposed cost recovery model that will be discussed in 5c. Due to its emphasis on education, the ICN primary constituents are K-12 schools, higher education institutions, libraries, and museums. Clarification of primary constituents plays a role in funding decisions, community network proposals, and other issues regarding ICN services.

Motion: Keith made motion; Virginia seconded.

Keith moved that the Illinois Century Network Policy Committee recognize that constituents listed in the enabling legislation are in priority order and agree with staff recommendations regarding the definition of primary constituents of the ICN.

Discussion: Mary commented that the ICN should not forget other local entities that may not be termed educational, but that provide public services that help the educational system. Keith offers the motion above in that sense that K-12 schools includes both private and public schools and that institutions of higher learning includes both private and public institutions. Neil added that the intended wording for the staff recommendation included the phrase directly from the legislation that provides services to Illinois citizens.

Motion carried.

5c. Network Operating Policies: Review of ICN-Provided Services and Equipment and Cost Recovery Policies

Item 5(c) was prompted by a review of the costs of the service and equipment that ICN currently provides and its impact on the growth of the network.

Because of the sheer number of schools, there is not sufficient funding to provide equipment to K-12 institutions as has been provided to the museums, libraries, community colleges, and universities. Therefore it is time to revisit the allocation of funding with a key focus on sustainability and scalability. Neil referred the committee to the table describing the current provisions on page 17 of the agenda.

The cost graphic on page 21 is intended to inform the Policy Committee members of where costs are recognized in the services provided by the ICN. Staff has spent several hours investigating network cost models by talking to experts and looking at 29 other state networks. At some point the network has to provide the users an incentive to manage and prioritize their traffic. Attaching a cost to these services is one way to provide such an incentive.

Once the cost recovery model is constructed, the rates will be communicated up to a year in advance so that constituents are aware that no-cost circuits and equipment will be phased out. Even with staff recommendations to develop a cost recovery model, the ICN remains the most robust and cost effective network available today to our primary constituents.

There are three primary methods available to the ICN for attaining cost recovery: the in-kind exchange of services (i.e. through interagency agreements); a revolving fund for ICN through the ISBE interagency agreement; and an IBHE revolving fund. A fourth possible method is e-rate credits. Staff will investigate all four as they develop a draft of a cost recovery model to bring to future Policy Committee meetings.

Motion: Keith made motion; Bruce seconded.

Keith moved that the Policy Committee adopt staff recommendations to discontinue providing customer premise equipment and access transport circuits as described and to provide access transport circuits only as described in the Community Network model, when provision of access transport circuits reduces costs for both the ICN and the community connecting to the network.

The Policy Committee authorizes staff to establish a long-term funding model that provides base services and transit to primary constituents and employs reasonable cost recovery such that the network is able to continue providing services and expand as needed. The cost recovery model is to be structured in a manner that provides the greatest benefit to primary constituents.

Discussion: Lugene supports the motion with the assurance that there will be an opportunity to address issues that would impact K-12 institutions or cause them to incur any additional cost. Mary suggested that be done with all constituents. Neil offered clarification that this action only allows the staff the opportunity to establish a long-term pricing model and then share that model with the Policy Committee at future meetings to make sure the committee is comfortable with the direction established in the pricing model.

Motion carried.

Item 5a revisited:

This is not a stand-alone policy; it is directly tied to 5b and 5c. The committee feels that while there is a need for policy, they do not want to tie the Director's hands tied in day-to-day decisions regarding the proposals. Keith supports the motion with the assurance that at no time are the primary constituents of the ICN going to be denied egress, transport, or access because there is an aggregate network somewhere of marginal educational value that is competing for bandwidth. The word "educational" will not be included in the motion, however the motion below reflects wording changes that were made.

Motion: Keith made motion with added language: Lugene seconded.

Keith Sanders moved that the Illinois Century Network Policy Committee agrees with the staff recommendations regarding community networks and authorizes the staff to promote and assist in the development of such aggregate networks throughout the state and fund connectivity to such aggregate networks where the network, primary constituents, and the proposed aggregate/community network benefit.

Motion carried.

6. Internet Egress Issues

Karlin Sink distributed a map on current egress capacity, upgrades, and new services. Karlin also discussed ways to reduce the use of egress through peering arrangements and caching. Last week the ICN had 99 peering relationships, which represents a significant monthly savings. I-wire access points should open several more opportunities to develop additional peering relationships and further add economies of scale to the network operations.

Caching directs traffic to a server where information is stored rather than going out to the Internet. ICN staff is working with two vendors, Akami and Cacheflow, to secure caching services for the network. Neil thanked Karlin and NOC staff for their work on peering relationships and caching arrangements.

7a. Network Outreach: Avenew to ICN Conversion

Lynn distributed the press release regarding the conversion, and gave a brief overview of the events that lead to the conversion. Lynn noted that Neil Matkin collaborated with Rich Wilson (Ameritech) to bring Ameritech resources in to really step up the effort to get institutions connected when it was most needed.

Robin Woodsome headed up the ICN team working closely with Doug Jurewicz in Springfield who coordinated circuit moves. The staff worked unbelievable hours and during the last week of the conversion 193 circuits were cut over. Some constituent comments are available on page 27 of the agenda.

Neil also thanked Lynn and the ICN Chicago staff for their work during the conversion. He also thanked the over 100 Ameritech installers involved in and dedicated to the conversion. There were some entities that dropped through the cracks, but Ameritech stepped up and helped immensely in those connections. Chicago staff did an exceptional job. As a short-term solution to the egress problems that were complicated by the conversion, a provider in Southern Illinois gave the ICN an additional 15mb of egress at no cost and staff worked to share the state agency egress not being used.

7b. Network Outreach: Internet 2

A corrected page 34 was distributed. The ICN is doing everything in its power to bring I2 to their constituents. Further updates will be provided as they develop.

7c. Network Outreach: Telecommunications Request for Proposal

Alice Engle, CMS, provided an update. Two responses, both joint bids, were received: AT&T & Ameritech and Sprint & Ameritech. Deloitte consulting is actively evaluating the RFP, and sent out clarification questions to the vendors today. After responses are received, the review team will re-score and begin the pricing evaluation. Deloitte intends

to conclude all activities in 3 to 4 weeks. At that time a recommendation will be made to the evaluation committee and the blue ribbon committee. Then they will proceed with making an award and contract negotiations. Neil thanked CMS for involving ICN in the RFP process.

7d. Network Outreach: Backbone Circuit Update

Lori Sorenson noted that the ICN backbone is very close to having all circuits complete. Completed circuits and circuits that are still in process are listed on page 36 of the agenda. The circuits between Quincy and Macomb (sole source) and Champaign and Olney are still a concern.

8. Budget Report

This is the last separated budget that will be submitted to the Committee, although detailed information for ISBE or IBHE can be provided as needed. Now that circuits are in place and growth patterns are more apparent, the staff can begin doing some predictions.

Mary briefly explained the \$192 million (\$36-37 million annual) invested in the ICN as noted in “For the Record: Administrative and Legislative Accomplishments, George H. Ryan, Governor”. The amount comes from the equivalent IBHE and ISBE monies paid for the ICN and the amount that state agencies pay for their connectivity. Keith requested that at some future date, Mary provide a detailed rationale to the Committee as to how the numbers in the report are derived.

Neil clarified that, as director of the ICN, his responsibility was for funds directly appropriated for use by the ICN and stated that these funds totaled approximately \$27 million per fiscal year.

9. ICN Organization

The organizational chart on page 44 of the agenda contains the number of positions in the staffing plan as approved by the Policy Committee. There are three primary divisions under a single director, Client Services – Springfield, Client Services – Chicago, and Network Operations.

10. Advanced Engineering Taskforce Update

Some of the issues that the Advanced Engineering taskforce will address in their upcoming report, include, but are not limited to, 1) the ICN moving to an architecture that incorporates utilization of the fiber controlled by the state right of ways; 2) how to provide schools with higher bandwidth so that they are able to support the applications that are becoming available and identify the information the school districts will need for technology planning; 3) the need for the Policy Committee and ICN management to identify the types of data to be collected regarding network utilization; 4) the utilization

of video over the network; and 5) whether or not the ICN should provide additional services to its constituents.

Neil thanked George and the taskforce and noted that the staff has been involved and available at each meeting as a resource to the committee, but that they do not influence the decisions being made. Keith added that the College of Lake County is creating University Center of Lake County and it is likely that they will bring on a new technology building, and he would like the ICN to be involved. Neil assured him that the ICN was already involved.

11. Illinois Online Leadership Council Update

The IOLC continues to meet on a monthly basis. Their goal is to concentrate on content and applications – how the ICN is making a difference for teaching and learning. The IOLC has submitted a grant request to support its activities, which will include developing an elearning portal, shared marketing, and collaboration on content development projects.

12. Executive Session

Motion: Keith made motion; Jean seconded.

Keith Sanders moved that the Policy Committee go into closed Executive Session at 4:20 p.m., Friday, June 1, 2001 for the purpose of discussing compensation for Illinois Century Network employees pursuant to Section 2(B)(1) of the Open Meetings Act.

Motion carried.

The Committee moved into executive session.

The open meeting was reconvened at 5:00 p.m. Keith Sanders motioned that the policy committee adopt the staff recommendation and confirm that the Director is empowered to establish salaries for all ICN staff, except the Director, within the IBHE classification structure or its equivalent within budget restraints.

Keith Sanders moved that the Policy Committee authorized a 4% increase in July 2001 and assuming that Neil's current performance remains at a high standard, a 4% increase in January 2002 for a total of 8%.

Motion: Keith made motion; Bruce seconded.

Motion carried.

Keith stated that the Policy Committee's over all estimate of Neil's performance is very good. Keith also noted that the overall average increase for ICN staff should be 5 to 5 ½ %.