E-POP Meeting 10-12-2006  (Updates and actions noted in RED)

Attendance:
Kris Tharp
Darren Zabloudil
Jon Neff
Todd Schuldt

Summary: This was a milestone check point meeting. Actions were assigned and completed tasks were noted.

Time: 5 Weeks from today (Nov 16th project roll out)
Actual Cost: $41,872.00
Budgeted Cost: $43,000.00 (IT Infrastructure Budget) &  (Facilities Budget)

I. Hardware – Todd/Gina
a. Cost - $12,483.00 Budget used Infrastructure Budget code (110007831007100) PO#8289 - COMPLETED
b. Timeframe – 0 weeks for ordering, 2 weeks for rack and roll - Todd/Josh - COMPLETED
c. Rack space - Need to determine, power and network should be reviewed as well. - Todd - COMPLETED
(Virtual Box will be used for this project, VMWARE Controller and SAN)

Summary: Cost - $12,483.00 total ( XXX.xx for this project) – TODD will sort it out
Time – 2 weeks

II. Software - Todd
a. Install, OS and Server Software. - Todd - COMPLETED
   - VM ware, Windows OS, VM admin Node, E-POP Server
b. Cost $25,000.00 for E-POP and $4,000.00 for VM Ware for host software and $389.00 Window OS – need lic
   (Todd – enter schooldude ticket for lic) - DONE??

Summary: Cost $29,389.00 ( XXX.xx for this project) - Todd
Time: 3 weeks

III. Configuration and deployment of Active Directory Set up – Todd/ Laurie/Josh
a. Group policy configuration
   Lists were emailed to IT from Steve Sedlacek-All but Canned Msg’s -Todd will work with Steve
   Identify building occupants and login ID’s and merge into AD -Todd get data from Carrie
   Place all updated documents on the intranet (Kris)

b. Alert Client Deployment (push software) -Todd will meet with Josh on this
   Work with Josh to set up SMS package the week of 10-16-2006 -Todd
   Think about the laptops on the cart (70ish) – Do we have enough lic’s- Todd

c. Admin Client Deployment (manual install)
   Load the E-Pop software on the listed PC’s- Todd and Josh

d. Modify the schooldude tickets for new accounts to include the building that they are in. -Laurie and Josh

Summary: Cost $0
Time: 4 weeks

IV. Small group testing -Users that can send the msg
a. Training –Todd
   - Kris need to schedule Nov 2 – Iowa Hall if available)
   Bring portable projector, use list provided by Steve – 1 hour (2 hour block on the room for set up)
   Load Darren or Jon’s computer to be used for training, one being sender and Kris’ being the receive -Todd
Summary: Cost $0  
Time: 2 weeks

Milestone meeting every 2 weeks

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<tr>
<th>PROJECT SCHEDULE:</th>
<th>E-POP</th>
<th>3 milestone check point</th>
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<th></th>
<th>September</th>
<th>October</th>
<th>November</th>
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<tr>
<td>Task 1: Plan and Pilot</td>
<td>10</td>
<td>20</td>
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<td>Task 2: Review and determine power and network</td>
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<td>Task 3: Install O/S and Server Software</td>
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<td>Task 4: Configure and deployment of Active Directory Set up</td>
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<td>Task 5: End user group testing</td>
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Now 16 project roll out