networkMaryland™ Advisory Group
February 4, 2014
The Judicial Education and Conference Center
2011D Commerce Park Drive, Annapolis
Annapolis, Maryland

Attendees:

Advisory Group	Guest	DoIT
Paul Thorn	Ron Ward	Dave Mangrum
Derek Wheeler	Paul Lennon	Denis McElligott
John Gallagher	Greg Talley	Jean Boyer
Norwin Malmberg	Jeff Merrill	Gary Moulton
Mike Walsh	David Parsha	Cheryl Lincoln
Chuck Bristow	Michele Workman	
	Mark Gister	
	Andre Stevens	
	Ed Bogdan	
	Art Ray	
	Greg Talley	
	Brent Pulsipher	
	Tim Riegert	
	Tysha Tolbert	

- **Welcome & Introductions**
  - Jean Boyer called the meeting to order.

- **Introductions**
  - Dave Mangrum – Director of Networks Division
  - Introduction of the networkMaryland™ team
  - Quorum established.
    - October Meeting Minutes ratified.

- **New Business**
  - High Availability Workgroup
    - The feedback that the work group provided for our new contracts has been beneficial in directing the scope and requirements to better serve the needs of the Agencies.
  - Hi-Cap and LTS Contracts
    - The Hi-Cap Contract is being replaced by the Data Telecommunications RFP.
    - Data services currently covered on the LTS contract, which expires June 30, 2014, will be moved via contract addendum to the current Hi-Cap contract that will expire on December 31, 2014.
    - The Data Telecommunications RFP will replace Hi-Cap and be the contract vehicle for all Data circuits and services going forward.

- The Data Telecommunications RFP is a Master Contract and will have multiple vendor awards allowing for PORFP engagements with chosen service providers. This will create competitive pricing and service opportunities for the State.
- Every three years vendors will be able to opt-in if they had not previously bid the contract.
- *Norwin asked for a copy of the RFP. Jean indicated that copies can be provided after the drafting phase, with the current timeline for release in March.*
- After the Hi-Cap contract expires there will be no State contract vehicle for FRASI. At that time FRASI will increase to tariff rates.
  - It is imperative to get all FRASI migrated to Ethernet Everywhere or Fiber delivery prior to the end of the year.
  - *Andre Stephens confirmed that FRASI will be decommissioned by Verizon in April 2015.*
  - *Art Ray asked about the time frame for turning up pending circuits. Jean indicated that fiber deployments is moving along at a good pace presently. EVPL will take anywhere from 45-60 days. EE circuits that are T1 have a shorter window for install and Skyline scheduled turn-up the week after Verizon has completed their install.*
  - networkMaryland has been evaluating FRASI circuits for usage and the potential to disconnect unused circuits; networkMaryland will disconnect any unused circuits for the Agency at the Agency's request.

- **State of the Network**
  - Provisioning
    - One new customer has been added: Office of the Deaf and Hard of Hearing (ODHH)
      - They have a new L2 circuit between Annapolis and Baltimore.
    - The number of circuits continues to increase overall and this covers all circuit types. However, we continue to complete quite a few decommission orders as well, especially those relating to FRASI connections.
    - Gary discussed the number of provisioning requests and completed tickets - the chart showing the number of installed circuits and how the number varies from quarter to quarter.
      - Over the last few quarters, the numbers haven't changed much. The number of orders for new service compared to the number of decommissions orders has been about equal.
      - *Norwin questioned whether the chart reflects the number of all circuits or the just the L2 circuits. Gary responded that it's primarily the L2 circuits. Norwin indicated that it should reflect all circuits, especially since the VPRN circuits are increasing and the L2 circuits are decreasing. Gary will make this change for the next meeting.*

  - SLA Reports
    - HVAC was added as an outage category and there was 1 HVAC outage recorded for the month of October.
    - One thing to note when looking at the statistics is that we have added a number of servers at our College Park building..
    - October, we experienced some power outages as well as Verizon outages.

- November, we had a number of outages affecting courthouses caused in part by power hits.
- December, we had more courthouse outages as well as outages on the Eastern shore caused by weather conditions.

- **Status of Projects**
  - County MOUs
    - Denis reports there have been no negotiation issues and that all MOUs should be handled by the next meeting.
    - We will be tackling the ICBN next and will meet with Baltimore and Harford counties to discuss connectivity.
  - One Maryland Broadband Network (OMBN)
    - A number of goals have been exceeded.
    - A total of 38 sites were surveyed but 2 were left off the list.
    - The 10 Gbps links are 73% complete and the OMBN (DoIT controlled) links are close to 100% complete.
    - A total of 2 of the ICBN links are now complete.
      - Since forward progress is now being made with the ICBN, we should see an increase in that number.
    - The Metro-E Core sites, which are pick-up sites on the edge, are 89% complete.
    - The Southern and Western Maryland Rings have been completed.
    - The on-net fiber has been attached to MEMA, and we are excited about that.
  - Firewall as a Service
    - There will be two service options.
      - First option: DoIT provides the firewall but the agency manages it.
      - Second option: DoIT not only provides the firewall but also manages it for the Agency.
  - SwGI Accreditation
    - Audit and development of an accredited SwGI network.
    - *Ed Bogdan mentioned that the term "Trusted Network" is misleading especially from a law enforcement perspective. The interpretation of that term from the law enforcement community and from other communities is different, so the term could get easily misinterpreted and misunderstood.*
      - *Paul Lennon agreed and mentioned that was a great point. Dave Mangrum mentioned that "Accredited Network" is a better term.*
  - Quality of Service (QoS)
    - Maryland State Police has agreed to pilot the service,
    - The Kick-Off Meeting is being planned.
  - Fiber Laterals
    - Calvert County Health Departments and the DHMH and PCTC in Sykesville are now fiber connected to the networkMaryland backbone.
    - Other sites are in progress such as the Jessup Correctional Institution.
    - We are also looking at a 700MHz build out for sites where fiber is not an affordable solution.
- **Other Business**
  - Jean mentioned some highly-recommended, upcoming meetings.
    - MDREN Engineering Committee meeting, Monday, February 10, 2014, 1:30 PM @ UMBC Technology Center.

- High Availability Working Group, Wednesday, April 9, 2014, 10:00 AM @ the Knowtion Center.
- Quarterly Maintenance is scheduled for Sunday March 2, 6 AM to 12 PM.
- *Chuck Bristow asked about confirmation of membership. He said that Ron Ward will be the interim board member representing MDOT.*
  - *Jean will follow-up and tentatively would like to get the Confirmation Letters sent July 1, 2014.*
- *John Gallagher asked about establishing a conference bridge for those who can't attend the meetings in person. Also, this might make it easier to get a quorum.*
  - *Jean is going to do some research on restructuring the meeting to get a bridge in place. This may change the room location if JECC cannot provide the service.*
- **Closing Questions or Comments**
  - The next AG Meeting will take place on April 22, 2014.
- **Meeting adjourned**