



Consolidated Technology Services • WA

Meeting Minutes

**State Data Center Projects
Steering Committee
September 5, 2012
1500 Jefferson, Rm 2208**

Steering Committee Attendees: Dan Mercer, Doug Hieronymus, Gordon Ice, Dan Davis, Kay Metsker, Bruce Shurtz, Heidi Brownell, Bob Walk, Lance Calisch, Wendy Huff, Agnes Kirk, Christy Ridout, Debbie Kendall **Not present:** Phil Davis, Dan Davis, Kay Metsker, Bob Walk

Other Attendees: Rick Cook, Sally Alhadeff, Toni Backstrom

ISSUES AND/OR DISCUSSION	
Agenda Topic	Discussion
SDC Roadmap	<ul style="list-style-type: none"> A small focus group of architects have been developing a high level roadmap that shows the lifecycle stages of the data centers (includes SDC and OB2). This is targeted for presentation at the next steering committee meeting.
SDC Issues –review and discussion	<ul style="list-style-type: none"> #130 Need Stakeholder Involvement in NWC Test Planning (Storage): <ul style="list-style-type: none"> This is close to being resolved. A meeting is scheduled for September 19th to review test cases. #132 – Need Defined Roles & Responsibilities for the Converged Network: <ul style="list-style-type: none"> Roles and responsibilities are not defined for the storage switches and converged network. Gordon is working with TSD to resolve this. #134 – Need Decision on Agency Corporate networks in the SDC: <ul style="list-style-type: none"> As agencies come into the SDC there are a number of ways to integrate their networks. Customers may want to bring in their own network switching infrastructure. This issue defines the strategy for implementing customer networks when they decide to move into the SDC. There will be some exceptions to the strategy, like WSP. CTS executive management will have to assess on a case-by-case basis. #145 – Need to Establish SDC Charge Back Rates: <ul style="list-style-type: none"> Zayne is still working this with OFM. #156 – Need to Define SDC Business Plan and Operational Model: <ul style="list-style-type: none"> Several activities are moving forward to resolve this issue. Setting rates, development of a standard SLA template, setting policies and procedures are all moving this forward. This work activity needs to be defined with a set of tasks identified. Once the tasks are being worked, the issue can be closed. #185 – Need to Determine the Placement of 9513 Switches in the SDC: <ul style="list-style-type: none"> Design paper is in circulation now for signatures. #194 – Need to Determine the Network Monitoring Capabilities by Customer Agencies: <ul style="list-style-type: none"> The lead for this issue is on vacation. Conversation tabled for this meeting. #198 – Security Service Project Resources are Constrained <ul style="list-style-type: none"> Need to identify what resources are needed and if using purchased services is an option.



ISSUES AND/OR DISCUSSION	
Agenda Topic	Discussion
	<ul style="list-style-type: none"> • #199 – Need to Determine Scope and Inter-dependencies for VTL: <ul style="list-style-type: none"> ○ Need to identify the scope of the VTL project and its inter-dependencies with the mainframe move. A meeting is scheduled for Sept 27th. • #204 – Caging WSP Equipment <ul style="list-style-type: none"> ○ CTS has designed a solution that meets customers’ requirements. WSP has been working with the FBI to confirm the solution is CJIS compliant. The FBI has not provided WSP with a firm response. The team will escalate to Christy if progress continues to be slow. Agnes will provide her contact name as the FBI determination impacts other agencies. WSP has committed to providing an update by September 7.

The [meeting presentation](#) can be found on the project’s [SharePoint](#) site.

1. New Action Items

Item	Action Item	Assignee	Target Due Date	Comments
1	Review and comment on issue # 132 (Agency corporate networks in the SDC)	Steering Committee members	9/18/2012	Provide Feedback to Dan M.
2				

2. Upcoming Meetings

Meeting	Details
Next Meeting	September 19, 2012, 1:00-2:00, Room 5092

SDC Steering Committee Meeting

September 5, 2012



Agenda

- SDC Roadmap Update
- SDC Active Issues Log



SDC Roadmap Update

- Roadmap team has been meeting
- Draft Roadmap will be presented at next Steering Committee



Issue #130

Priority	Project	Title	Issue Description	Reviewer Comments	Assigned To	Resolution Due Date
(2) Normal	SDC - Storage Optimization	Need to define stakeholder involvement in NWC test planning	<p>A process for stakeholder review and input into the test scenarios and criteria into the test plan needs to be identified.</p> <p>(For instance, Storage input into the Level 1 and Level 2 portions of the network)</p>	<p>9/4/12 HB: Copies of Cisco NRFU Test Matheney, Templates were sent to project team for their review on 8/28. John V scheduled a meeting for 9/19 to review comments and begin work on CTS Test and Verification plans.</p> <p>8/22/12: Jeff M - Still waiting for input from Cisco. Must be completed prior to Cisco LLD.</p> <p>8/20/12: Scott L. - Jeff M. has requested Cisco to provide a copy of their T&A template. Jeff will provide to Gordon for review/addition of storage test criteria</p> <p>6/4/12 rvl: reassigning to SDC Architects for Design Team Review</p> <p>12/6/2011 GI: I have asked for an opportunity to review and comment on the test plans. I'm awaiting confirmation.</p>	Jeff (CTS)	2012-09-24



Issue #132

Priority	Project	Title	Issue Description	Reviewer Comments	Assigned To	Resolution Due Date
(1) High	SDC Program	Roles & Responsibilities are not defined for the Storage Switches and converged network	<p>A long term owner needs to be identified for the SDC fiber channel switches. This includes:</p> <ul style="list-style-type: none">- roles and responsibilities for maintenance- change management- maintenance and support agreements- stakeholder management (including requirements validation)- troubleshooting <p>The SDC Program will facilitate discussions between CSD and TSD to form a recommendation for management consideration.</p>		Matheney, Jeff (CTS)	2012-09-28



Issue #134

Priority Project	Title	Issue Description	Reviewer Comments	Assigned To	Resolution Due Date
(1) HighSDC Program	A decision is needed re: agency corporate networks in the SDC	Will agencies be allowed to bring their corporate networks into the SDC (DH1)? This impacts network routing, top-of-rack switches and firewalls as these components would come with an agency corporate network.	9/4/12 HB: A decision paper (#SDC-029) was routed for Steering Committee review on 8/31.	Odegaard, John (CTS)	2012-09-14



Issue #145

Priority Project	Title	Issue Description	Reviewer Comments	Assigned To	Resolution Due Date
(1) HighSDC Program	A decision is needed re: SDC charge back rates	Potential SDC Customers will need to know the billing rates for SDC products and services before they move into the SDC. Both DSHS and WSP have stated that they will not move into the SDC until they know what ongoing operations will cost.		Elrod, Zayne (CTS)	



Issue #156

Priority Project	Title	Issue Description	Reviewer Comments	Assigned To	Resolution Due Date
(1) High	SDC Program	The schedule does not yet contain activities for defining the SDC Business Plan or Operational Model	Work to develop the SDC Business Plan and Operational Model needs to be identified as soon as possible in order for the service to become operational as soon as technical readiness is complete. The Business Plan is likely to include such things such as: the business description, governance structure, market information, rates, service catalog, and a link to the service level agreement. The Operational Model will tie the Facilities policies and procedures (currently being developed) together with the overarching Operational Strategy.		Mercer, Dan (CTS)



Issue #185

Priority Project Title	Issue Description	Reviewer Comments	Assigned To	Resolution Due Date
(2) Normal SDC - Placement of 9513 Storage switches in the SDC Optimization needs to be determined	The new Cisco MDS Cisco switches are necessary to install storage in the SDC. With the change in direction from a dedicated Fiber channel row to instead fiber channel anywhere in the datacenter, the location of the switch needs to be determined.	8/29/2012 Design paper is being circulated for signatures. Once signed, the issue will be closed. 8/20/12: Complete per Scott L.- Jeff M. needs to complete documenting the decision and then close out	Matheney, Jeff (CTS)	2012-09-04



Issue #194

Priority	Project Title	Issue Description	Reviewer Comments	Assigned To	Resolution Due Date
(2)	SDC Normal Program	Network monitoring for/by agencies causes technical challenges and may require business changes		Odegaard, John (CTS)	2012-12-31



Issue #198

Priority Project	Title	Issue Description	Reviewer Comments	Assigned To	Resolution Due Date	
(1) High	SDC - Gateways - SAW	Project Resources are constrained	Key members of the Security Services team support the operations of the security gateways and the remaining team members are unable to meet the demands of the project schedule. Purchased Services will be used to augment, however internal team members are required.	7/18/12 - Existing team is focused on maintaining operational change control. Project requires dedicated staff which are currently unavailable.	Davis, Phil (CTS)	2012- 10-01



Issue #199

Priority	Project	Title	Issue Description	Reviewer Comments	Assigned To	Resolution Due Date
(2) Normal	SDC - Virtual Tape Library	Need to determine the scope and inter-dependencies for VTL	Need a decision regarding the plan for VTL and if VTL is a dependency for moving the mainframes to the SDC.		Rogers, Carolee (CTS)	2012- 08-03



Questions

?

