Minutes
CIO Advisory Committee Meeting
The University of Tennessee Health Science Center
910 Madison, Room 502
March 26, 2012

Members Present: La’Keith Miller (Chair), Carolyn Dawson for Bill Brescia, Darnita Brassel, Charles Cossar, Paul Dassow (Chattanooga), Paul Gahn, Dale Jackson, Tricia Page, Don Peruski (Knoxville), Marcia Sharp, Ebony Smith, Joseph Swanson and Larry Tague

ITS Directors: Lisa Aitken, Customer Technology Support (CTS); Todd Barber, Web Services; Kevin Carmon for Steve Butler, Instructional Technology Services; Charlie Brooks, Application Development; Peter Fox, Computing Systems; Dan Albaugh for William “Billy” Hatcher, Jr., Infrastructure; Vicki Massey, Project Manager; Frank Davison, Security

Judy Jefferson Johnson, Secretary

Others: John Bossier, Safety Director

Absent: Jackie Burchum, James Eoff, Sergio Klimkowski (rotation rounds), and Vada Singleton

Guest: Pamela Pettis, Memphis Light, Gas & Water, Commercial Accounts

Call to Order: The meeting was called to order by Chair Miller at 9:03 A.M.

Approval of Minutes: The February 27, 2012 meeting minutes was approved as submitted.

Meeting Materials: Agenda; Minutes of the February 27, 2012 meeting

Chair Miller opened the meeting with new business item Department IT Initiatives with the MLG&W guest presentation. See New Business.

IT Services
CIO Search: Kickoff meeting is Tuesday (3/27). Parker Executive Search representative will also attend. The search is expected to take about 4 months. The search firm will help identify and recruit qualified candidates. A website will also be posted this week and will be updated throughout the process. Candidate-specific information will be kept confidential.

Exchange Upgrade: Went smoothly.

Network Services
- Firewall Maintenance 3/4: Firewalls were synchronized to talk to each other. VLANS were also added.
- NAC Compliance Enforcement: The date for this has been moved back to 5/1. Campus users who have received NAC repair options should start now clicking on the screens that display to get their computers working properly. Over 200 campus users have been identified and emailed re: non-compliance. A demo of the NAC screen and repair options was done by Lisa Aitken at the Employee Relations Committee and Exempt Staff Council meetings. A NAC education initiative
will be in place. On 1st and 3rd Tuesdays in April, ITS staff will be in the Madison Plaza to answer questions and provide assistance. Users still not in compliance on 5/1 will not be able to get on the network.

**Banner:** No update provided.

**GEB Updates:** BRG3S, contractor for A104, has submitted a cost proposal for the design work. System Planning is reviewing it. Edits will be made if needed. Once approved, design work can start immediately.

- **Window Leaks:** The problem initially was in the Computer Lab, but is now expanded. Problem areas identified—large roof leaks caused the problem. Moving forward with the engineers.

**Old Business:** None.

**New Business**
- **Meter Intelligence (MI) Software:** The Facilities Department is undertaking an energy conservation initiative. Pamela Pettis, MLG&W Commercial Accounts representative for UTHSC, gave an overview of this web-based resource that provides a profile of energy load usage. Tabular data and graphs enable energy consumption tracking by demand peaks, time periods, etc. HSC utilities are billed based on capacity usage, rather than actual consumption. Smart meters are on a lot of campus buildings, with only 2 currently monitored. Most buildings have contracts with ranges. If usage exceeds ranges, the highest demand rate (usually in August) is applied and stays in effect for 12 months. The goal for UTHSC is two-fold: to consistently stay within contract usage ranges and to reduce energy loads (usage) in larger buildings. Additional highlights:
  - Utilizing MI will help track highest peaks of energy consumption to gauge when and where spikes occur. Each building is looked at individually. ITS has installed required telephone lines. More will be added.
  - Miller is working with Pettis on renegotiating utilities contracts to keep the higher demand power factor as low as possible. Facilities is implementing strategies to stagger high energy peaks of motors gearing up and down. Another suggestion was to leave computers on during the week rather than turning them on daily. Miller added campus is utilizing energy management programs to keep rates down.

Members were encouraged to bring IT-related initiatives in their respective areas to share with the Committee.

- **Terms Ending 6/30/12:** Representatives Burchum, Gahn, Miller, Sharp, Smith and Swanson are eligible for a 2nd term (3 years); Brescia is not (2nd term currently) and Klimkowski is graduating in May. SGA is looking for another appointee for this area. For all terms, see [Terms of Service](#).

**Other Items:** None.

**Questions and Answers**

Q: When billed at the higher demand rate, does cost go down as usage goes down?

A: There is no immediate savings. Contract rate structure or highest demand rate apply for 12 months. Also a contract cannot be secured while there is a peak demand rate in effect.

Q: Is there a way to track what appliances/devices are pulling the power?

A: Facilities is now in the process of identifying what items peak power usage.

Q: Are you able to track usage for a year?

A: Yes, tracking can go back as far as 24 months for customer-specific tracking by temperature, cost, etc., to help in utilities management. History mapping of two time periods can also be done.

With no further items, the meeting adjourned at 10:00 A.M.

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