



# Meeting Minutes

**State Data Center Projects  
Steering Committee  
September 19, 2012  
1500 Jefferson, Rm 5092**

**Steering Committee Attendees:** Dan Mercer, Doug Hieronymus, Gordon Ice, Dan Davis, Bruce Shurtz, Heidi Brownell, Bob Walk, Lance Calisch, Wendy Huff, Christy Ridout, Phil Davis, Scott Lindekekugel

**Not present:** Kay Metsker, Agnes Kirk, Lance Calisch, Debbie Kendall

**Other Attendees:** Rick Cook, Sally Alhadeff, Toni Backstrom

ISSUES AND/OR DISCUSSION	
Agenda Topic	Discussion
SDC Projects Reports	<p>SDC Program:</p> <ul style="list-style-type: none"> <li>• The SDC Program team continues to refine the roadmap.</li> <li>• Push out target date for lab Jan-Feb due to lack of resources. Christy wants to know how much lab will be used and wants it sized correctly and not get extravagant. Scott reported a lot of interest and is gathering requirements.</li> <li>• Working on SLA template for task operational model.</li> <li>• Received email from FBI to proceed with WSP. Looking for something on letterhead.</li> </ul> <p>Heat Reduction:</p> <ul style="list-style-type: none"> <li>• Heat reduction is on track and Sally is inputting data.</li> </ul> <p>Firewall:</p> <ul style="list-style-type: none"> <li>• Large activity on security separation. Work schedule 1<sup>st</sup> week of year. Does not stop other projects.</li> <li>• Added more detailed tasks to schedule to help tracking.</li> </ul> <p>Network Core:</p> <ul style="list-style-type: none"> <li>• Tracking to complete on 12/6.. fully certified.</li> </ul> <p>Storage Optimization:</p> <ul style="list-style-type: none"> <li>• Procurement in contract negotiations. Collaboration going well with EMC and Presidio.</li> <li>• Meeting tomorrow about options. The coordination of migrations/sunsetting is complex.</li> </ul> <p>OB2 Phase 1:</p> <ul style="list-style-type: none"> <li>• Rick sent out notices to service owners to confirm scope and budget. Feedback will be used for investment plan.</li> <li>• Working with security on implementation dependencies.</li> <li>• Scheduling on-going monthly meetings with service owners to control issues when project starts ramping up.</li> </ul>



ISSUES AND/OR DISCUSSION	
Agenda Topic	Discussion
<b>Design Decisions</b>	Recently Approved <ul style="list-style-type: none"> <li>Storage Switching Placement</li> <li>Out of Band Strategy</li> </ul> Pending Signature <ul style="list-style-type: none"> <li>Storage Switching-few more blades needed. Design paper is drafted.</li> </ul> Upcoming Reviews <ul style="list-style-type: none"> <li>Internet Facing Services</li> <li>Inter-row Cabling</li> <li>Converged Network</li> </ul>
<b>Corporate Network</b>	No feedback/changes were received, so the design decision regarding agency network management will be submitted for signature.
<b>SDC Roadmap</b>	The team needs one more cycle to finalize the presentation. It will be presented at the next meeting in 2 weeks.
<b>Top Issues</b>	#132- Roles & Responsibilities for Storage Switches/Converged Network. <ul style="list-style-type: none"> <li>Gordon working with TSD.</li> </ul> #134- Agency Corporate networks in the SDC. <ul style="list-style-type: none"> <li>To be closed.</li> </ul> #145-SDC Charge Back Rates. <ul style="list-style-type: none"> <li>Zayne to determine rates and working thru budget process.</li> </ul> #204- Caging WSP Equipment. <ul style="list-style-type: none"> <li>Closed.</li> </ul>
<b>Word Effort vs. Projects</b>	CTS needs consistent criteria for what constitutes a project and a work effort or divisional project across the divisions. Wendy to check with Les about written definition. The governance for date changes was discussed. It is important for the appropriate level of management to have visibility and input opportunity for priority setting.

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				
2				

## 2. Upcoming Meetings

Meeting	Details
<b>Next Meeting</b>	<b>October 3, 2012, 1:00-2:00, Room 2208</b>













# SDC Steering Committee Meeting

September 19, 2012



# Agenda

- SDC Projects Reports – Service Owners
- Design Decisions
  - Recently approved
  - Pending signature
  - Upcoming reviews
- Follow-up on corporate network design decision
- SDC Roadmap update
- Top Issues
- Work efforts vs. projects



# SDC Projects Updates

- See Milestone Report



# Design Decisions

- Recently Approved
  - SDC-028 Storage Switching Placement
  - SDC-012 Out of Band (OOB) Strategy and Design
- Pending Signature
  - SDC-037 Storage Switching Design
  - SDC-029 Corporate Network
- Upcoming Reviews
  - SDC-019 DH1 Internet Facing Services Connectivity
  - SDC-021 DH1 Inter-row Cabling Strategy
  - SDC-007A SDC Security Connectivity
  - SDC-036 Converged Network



# SDC Roadmap Update

- Cross divisional team is finalizing the Roadmap
- One more cycle of review is necessary before it is ready to come to Steering Committee



# 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"><li>- roles and responsibilities for maintenance</li><li>- change management</li><li>- maintenance and support agreements</li><li>- stakeholder management (including requirements validation)</li><li>- troubleshooting</li></ul> <p>The SDC Program will facilitate discussions between CSD and TSD to form a recommendation for management consideration.</p>	<p><b>9/19/12 HB:</b> Gordon Matheney, 2012-09-28 provided the annual Jeff (CTS) maintenance/support cost for the SAN switch gear. Gordon provided current FTE count. Mike Lilly to meet with Gordon to discuss requirements. A meeting next week will cover roles and responsibilities.</p>		



# Issue #134 (To Be Closed)

Priority	Project	Title	Issue Description	Reviewer Comments	Assigned To	Resolution Due Date
(1) High	SDC 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.	<b>9/18/12 HB:</b> No feedback was received so recommended solution will be routed for signature.  <b>9/4/12 HB:</b> 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) High	SDC 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 #204 (Closed)

Priority	Project	Title	Issue Description	Reviewer Comments	Assigned To	Resolution Due Date
(1) High	WSP Migration to SDC	Caging WSP Equipment	<p>Moving WSP equipment into the SDC requires the data center to meet CJIS physical security requirements. CTS and WSP have documented the physical security requirements and solutions to meet each requirement. To date, the CTS solutions have met all requirements without the need for caging off WSP equipment. WSP has a request to the FBI for approval of the physical security solutions proposed by CTS.</p> <p>It has been since mid-June 2012 and still no decision from the FBI. This is impacting the project schedule.</p>	<p><b>9/18/12 RC:</b> The FBI agrees that the "racks as cages" seems to be CJIS Security Policy compliant. The FBI has not fully committed that the SDC facility meets all the CJIS compliance. The project team is still work on getting more official documentation on this as it potentially impacts other agencies.</p> <p>WSP agrees that the "racks as cages" (i.e. enclosures) meets the CJIS compliance and is committed to moving forward without cages.</p>	Cook, Rick	2012-09-10



# Questions

?

