

**Region I Telecommunications Council**  
**Tuesday, November 12, 2013**  
**1:00-2:30 PM**  
**Via ICN (Res. # 561080)**  
**\*Peosta 1 (1005), Calmar 2 (1793), Elkader/AEA (1003),**  
**Cedar Falls-UNI-9 (873), Des Moines/Dept. of Ed (142), Lansing/Kee HS (696)**  
**Cresco HS (1816)**

I. Welcome and Introductions

Chris welcomed members to the regular Fall meeting of the Region I Telecommunications Council held via the ICN. Members in attendance and the constituency they represent were:

Adam Forsyth	Independent Colleges/Universities
Harold Jensen	Iowa Public Television
Bob McCabe	Iowa Association of School Boards
John Noel	Community College Trustees
Chris Ostwinkle	RTC Chairperson
Mike Savage	State Board of Regents
Lisa Snitker	Iowa State Education Association
Mari Eitel	Recording Secretary

Members Absent:

Holly Barnes	Iowa Department of Education
Rhonda Sheeley	Area Education Agency Board
Duane Willhite	School Administrators of Iowa

Guests

Joe Tjaden	Iowa Communications Network
Karen Randall	Keystone AEA

II. Approval of June 4, 2013, Minutes – MOTION BY JOHN NOEL, SECOND BY BOB MCCABE TO APPROVE THE JUNE 4, 2013 MINUTES. MOTION CARRIED.

III. Approval of FY14 RTC Semi-Annual Report – Chris reviewed semi-annual report statements submitted by Bob Kurdelmeyer (“Technical Assistance for Network Classrooms”), Karen Randall (“Planning and Troubleshooting for Local Area Networks”) and Mari Eitel (“Scheduling of Video Sites”).

---

Area I RTC

---

Holly Barnes  
IA Dept. of Education  
(515) 242-6173

Adam Forsyth  
Independent Colleges/Universities  
(563) 387-1402

Harold Jensen  
IA Public Television  
(563) 547-2762

Robert McCabe  
IA Assoc. of School Boards  
(563) 921-2455

John Noel  
Community College Trustee  
(563) 562-3263, ext. 202

Christopher Ostwinkle  
RTC Chairperson  
(563) 556-5110, ext. 256

Michael Savage  
State Board of Regents  
(319) 273-7885

Rhonda Sheeley  
AEA Boards  
(563) 245-1480

Lisa Snitker  
IA State Education Association  
(563) 568-3466

Duane Willhite  
School Administrators of Iowa  
(563) 422-3851, ext. 5



John Noel questioned if there were semi-annual reports available to review from other RTC's across the state. Chris indicated he was not sure, but would check into it as other regional reports are available on the ICN website.

**MOTION BY JOHN NOEL, SECOND BY MIKE SAVAGE TO APPROVE THE FY2014 SEMI-ANNUAL REPORT. MOTION CARRIED.**

Mari informed the group of the unexpected death on October 16, 2013, of Julie Johnson, the ICN State Video Scheduler. Julie had worked for the state of Iowa for 37 years and will be greatly missed.

Region I Projects –

1. Chris reported to members that our office is in the process of updating ICN materials for each of the ICN rooms in Region I. This basic information will cover technical assistance phone numbers, the various site contact information, etc. We hope to have this project completed by the end of the Spring 2014 semester.

2. There had been some concern about the lack of communication regarding the upgrading of Region I ICN rooms from MPEG to the H.323 format. This was causing some issues regarding scheduling during the time the rooms were being converted. We believe this has now been addressed moving forward and Joe will be notifying the regional schedulers of time frames and deadlines as he becomes aware of them. Currently, Region I has converted all NICC owned rooms on both Calmar and Peosta Campuses, including the Dubuque, Waukon, Oelwein and Cresco Centers. High schools which have converted rooms include North Fayette Valley (at both the high school in West Union and the middle school at Elgin), Clayton Ridge (at Guttenberg), and the Decorah High School in addition to Keystone AEA in Elkader.

IV. Thank You –

A. Chris extended thanks to Mike Savage and UNI for their substantial ICN equipment donation to NICC. The equipment will be used for spare parts for rooms throughout Region I as needed.

B. Thanks were also extended to Robert McCabe for serving on the Region I Council since March 2012, representing the Iowa Association of School Boards. We will be contacting that agency for a replacement in the near future.

V. ETC Meeting (10/25/13) Updates--

A. Funding Process Change—State funding will now be processed by the Department of Education instead of the ICN. Chris does not anticipate any significant changes because of this.

B. Rates for room usage—charges will remain the same for FY15 at \$207/month for converted rooms, and the same per hour/per site rate for non-converted room:

---

Area I RTC

---

*Holly Barnes*  
IA Dept. of Education  
(515) 242-6173

*Adam Forsyth*  
Independent Colleges/Universities  
(563) 387-1402

*Harold Jensen*  
IA Public Television  
(563) 547-2762

*Robert McCabe*  
IA Assoc. of School Boards  
(563) 921-2455

*John Noel*  
Community College Trustee  
(563) 562-3263, ext. 202

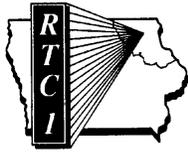
*Christopher Ostwinkle*  
RTC Chairperson  
(563) 556-5110, ext. 256

*Michael Savage*  
State Board of Regents  
(319) 273-7885

*Rhonda Sheeley*  
AEA Boards  
(563) 245-1480

*Lisa Snitker*  
IA State Education Association  
(563) 568-3466

*Duane Willhite*  
School Administrators of Iowa  
(563) 422-3851, ext. 5



Type of Use	(Per Hour Per Site)		
	FY14	FY15	Code
Base Rate	\$60.16	\$60.16	-
E-Rate Supported K-12 Schools and Public Libraries	\$15.80	\$15.80	002
Non E-Rate Supported K-12 Schools and Public Libraries	\$7.60	\$7.60	011
Post Secondary Community College	\$9.63	\$9.63	008
Post Secondary Regents/Private University	\$9.63	\$9.63	003
Other Training Use	\$13.77	\$13.77	004-005
Administrative Use	\$25.11	\$25.11	001
Federal and Telemedicine Use	\$60.16	\$60.16	006-007-009

\*USF Eligibility: All public and private K-12 schools and libraries are eligible for Universal Service Fund discounts. A state-level consortium minimizes filing requirements for individual schools.

VI. Future Deadlines—

- A. Chris reported that the FY14 RTC annual report is due July 31, 2014.
- B. The RTC Plan/Budget submission date for FY15 has not yet been released. The next RTC meeting will be scheduled in June so that the budget can be voted on and approved. Chris shared that he will research the voting rules prior to that meeting regarding whether or not members can vote by proxy or if the full council must be in attendance at that meeting.

VII. Discussion

- A. Joe Tjaden – Joe reported that data and IP upgrades are proceeding school by school and are e-rate eligible. He also shared that the deadline for the sale or lease of the ICN has gone and went and does not expect it to go any further.
- B. Karen Randall reported that the AEA has been extremely busy and that the K-12 appetite for more band-width has not decreased.
- C. Chris concluded by adding that NICC’s future ICN room upgrades will include replacing the older cameras with eagle-eye cameras and the push-to-talk microphones with ceiling microphones. NICC has also been utilizing our converted rooms as video-conferencing sites with our existing video-conferencing rooms.

Adjournment – Meeting adjourned at 1:40 p.m.

**Next Meeting: Tuesday, June 10, 2014 from 1-2:30 p.m. via ICN**

Area I RTC

*Holly Barnes*  
IA Dept. of Education  
(515) 242-6173

*Adam Forsyth*  
Independent Colleges/Universities  
(563) 387-1402

*Harold Jensen*  
IA Public Television  
(563) 547-2762

*Robert McCabe*  
IA Assoc. of School Boards  
(563) 921-2455

*John Noel*  
Community College Trustee  
(563) 562-3263, ext. 202

*Christopher Ostwinkle*  
RTC Chairperson  
(563) 556-5110, ext. 256

*Michael Savage*  
State Board of Regents  
(319) 273-7885

*Rhonda Sheeley*  
AEA Boards  
(563) 245-1480

*Lisa Snitker*  
IA State Education Association  
(563) 568-3466

*Duane Willhite*  
School Administrators of Iowa  
(563) 422-3851, ext. 5