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.

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:

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<table>
<thead>
<tr>
<th>Holly Barnes</th>
<th>Adam Forsyth</th>
<th>Harold Jensen</th>
<th>Robert McCabe</th>
<th>John Noel</th>
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<tbody>
<tr>
<td>IA Dept. of Ed.</td>
<td>Independent Colleges/Universities</td>
<td>IA Public Television</td>
<td>IA Assoc. of School Boards</td>
<td>Community College Trustee</td>
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<tr>
<td>(515) 242-6173</td>
<td>(563) 387-1402</td>
<td>(563) 547-2762</td>
<td>(563) 921-2455</td>
<td>(563) 562-3263, ext. 202</td>
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<thead>
<tr>
<th>Christopher Ostwinkle</th>
<th>Michael Savage</th>
<th>Rhonda Shelly</th>
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<th>Duane Willhite</th>
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<tr>
<td>RTC Chairperson</td>
<td>State Board of Regents</td>
<td>AEA Boards</td>
<td>IA State Education Association</td>
<td>School Administrators of Iowa</td>
</tr>
<tr>
<td>(563) 556-5110, ext. 256</td>
<td>(319) 273-7885</td>
<td>(563) 245-1480</td>
<td>(563) 568-3466</td>
<td>(563) 422-3851, ext. 5</td>
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**Regional Telecommunications Council**

1625 Highway 150 South  
Calmar, IA  52132  (563) 562-3263

<table>
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<th>Type of Use</th>
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*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 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