

NS Operations Excellence Community Steering Team

Meeting Notes

July 26, 2016

3-5 pm ET

ATTENDANCE:

Community: James Deaton, William Deigaard, Steve Fleagle, Kathy Gates, Dave Swartz, John Krogman, Michele Norin, Pankaj Shah

Staff: Alison Ferreira, George Loftus, Kathleen Kay, Linda Roos, Rob Vietzke

Not in Attendance: Steve Corbato, Patty Giuntoli, Dave Lois, [Kelli Trosvig](#)

ACTION ITEMS:

- Approval of Regional Survey developed by the Benchmarking Subcommittee
- Approval of OECST Letter to be sent to David Leebron, Chair, Internet2 Board of Trustees, with copies to Dave Lambert and Kelli Trosvig
- Revised Benchmarking Survey to be sent to Regionals today (July 26) due August 17
- Doodle poll to be conducted determining availability to visit GRNOC in later August, Mid-September and early October

❖ Minutes Review

With a majority present, Dave Swartz called the meeting to order and requested a review of the minutes from the 6/27/2016 OECST Meeting. Following the review, there was a request for approval. A motion to approve was entered by Michele Norin and seconded by James Deaton. The minutes of the 6/27 meeting of the OECST stand approved and will be posted on the committee's website.

❖ Benchmarking Subcommittee Update

With Kelli Trosvig on holiday, George Loftus provided an update on activities of the Benchmarking Subcommittee. He indicated that the focus of the group has been on preparation of the survey to be sent to the regionals. The subcommittee wanted to present the updated (shortened) survey at this meeting, particularly ensuring that regional members on the OECST had an opportunity to view it prior to its release. If approved by this group, approximately 40 surveys will go out today (July 26) with a requested return date of August 17. It was noted that having the perspective from some CEOs could be helpful.

❖ August 18/19 Meeting in Denver

Dave gave an overview of the planned F2F meeting August 18 & 19 at the Westin Airport hotel in Denver.

The OECST members were asked for items they would like to hear from the Internet2 group in terms of future scenarios, one of the intended agenda items at the meeting.

❖ Confirming Visit to Indiana

Indiana University offered dates of August 23, 24, 31 and Sept 1 for a potential visit to the GRNOC. Committee members noted that the dates were earlier than expected. The decision was made to look into dates later in September and perhaps early October.

Discussion followed on campus site preference and duration of the visit. No final determination was reached on location but preference for a 2- day visit was expressed.

❖ Discussion of Interim Report to Internet2 Board for August 3rd meeting

The committee discussed the importance of providing the Board with a broad view of the issues at stake for Internet2 and the community at large.

Dave requested that the group read the proposed letter to David Leebron to be certain that the team agrees with the content as he wants it to represent a consensus of the group. The letter was praised for being complete, providing a view into community expectations, particularly with regard to operations, and the provision of options.

Decision: The OECST approved the letter to be sent to David Leebron.

❖ Discussion of OECST Report to Internet2 Executive staff and Board- the bullets below represent some things expected to be in the report, based on survey information.

- o Definition of what the community expects from Internet2 in its operations
- o Expectations for partners and providers
- o Metrics, data and transparency
- o Options for implementing a future operations program with rough cost/risk estimates

Suggestions from the team for addition to the list included a summary of findings from the Indiana site visit, and an analysis to include the community, Internet2 and Indiana to review and identify where gaps may exist.

❖ Executive Session

The OECST went into Executive Session at 3:59pm ET.