AGENDA
7/23/2020

Meeting is being recorded and will be posted to uen.org/caresact/k12wifi

Please hold questions until the end of the overview and information has been given

Issues with individual requests and funding cannot be addressed here. Please reach out to your advocate or myself to discuss those matters

Overview of where we are and what will be required (Barry)
- All MOU packets have been sent out. You were funded when you received the Docusign packet yesterday
- MOU MUST be signed by 7/31/2020
- All equipment SHOULD be ordered by 7/31/2020
- All equipment will be ordered, owned, tagged, inventoried and tracked by the LEA
- All projects MUST be deployed and completed by 12/30/2020
- I am the overall project manager. Each of you are the PM for your respective project (there are 132 separate projects). I am required to make a weekly report that will include milestones, number of projects completed and $ amounts that have been reimbursed
- A Wrike login will be provided when the MOU is signed. Weekly reports and all data and documentation will be submitted and tracked there including weekly reports which are REQUIRED
- The UETN state contract through H-Wire for Rukus has been renewed until late October.
- Please be patient with us. We are design/build the next few weeks we will be working on all these processes
- A weekly 15-30 min. stand-up all hands meeting will be scheduled on Wednesdays 10a. We will expand to an hour every other Wednesday. These will start the 1st week of August. You can also join my personal room on WebEx https://uen.webex.com/meet/bbryson at any time and if I am available we can chat

LEA perspective and guidance and Ekahau ordering (Alan/Barry)
- Data retention and audits
- Quick overview of Ekahau and why it is needed (Alan and/or Barry)
  Ekahau is the premier; planning, design, engineering and survey tool for Wireless LAN networks. It allows for the best planning and design and ongoing adjustment of WiFi networks to provide the best user experience
- Package to be ordered
  - Ekahau Pro suite
  - Sidekick

- o 36 months of support
- o Two seats of training MUST be ordered for each package funded. ~$11k each (note that if you can order from the preferred source several other items that will make surveys easier will be included)
- Training. All purchased training seats will go in a state pool. We will have plenty of seats and classes are already scheduled
  - o Process for training sign-up

Wrike overview and plans (Kat/Barry)
- Logins
- Forms
- Weekly report
- Uploading data
- Anything else about Wrike that needs to be mentioned

QUESTIONS?