



## STEERING COMMITTEE AGENDA

December 15, 2020, 1-2:30 PM

Online via WebEx

### AGENDA

Item	Description	Minutes	Facilitator
1	<b>Welcome, Introduction of Members and Guests</b>	3	Tim, Christy
2	<b>Approval of Dec. 1, 2020 Draft Minutes</b>	2	Tim
3	<b>ctcLink Executive Leadership Committee, Dec. 10, 2020</b> <ul style="list-style-type: none"> <li>• Instruction Commission letter discussion</li> <li>• Deployment Groups Discussion and Timeline</li> </ul>	15	Christy, Tim
4	<b>DG4 Go-Live Readiness</b>	15	Reuth Kim
5	<b>DG4 Load Testing Results</b>	10	Tara/Christy
6	<b>ctcLink Program Status</b> <ul style="list-style-type: none"> <li>• DG4 Status</li> <li>• DG5 Status</li> <li>• DG6 Status</li> <li>• Remediation and Replacement Solutions               <ul style="list-style-type: none"> <li>○ CampusCE, OAA, PBCS</li> </ul> </li> <li>• Budget, Overall Status</li> <li>• Program Risks and Issues</li> <li>• Moran/QA and OCIO</li> </ul>	20	Christy
7	<b>ctcLink Support Organization</b> <ul style="list-style-type: none"> <li>• Customer Support Update – Staffing, Workload/Activities</li> <li>• Production Support Update (handout)</li> <li>• ctcLink Accessibility Update               <ul style="list-style-type: none"> <li>○ Update on Level Access testing, improvements</li> </ul> </li> </ul>	10	Dani Grant
8	<b>ctcLink Project-Related Commission/Council Topics</b> <ul style="list-style-type: none"> <li>• Recent concerns, issues, questions from Commissions/Councils</li> <li>• Topics for future SC meeting agenda</li> </ul>	10	All
9	<b>Agenda Items for Future Meetings &amp; Meeting Closure</b> <ul style="list-style-type: none"> <li>• Jan. 12, 2021 – DG4-A readiness</li> <li>• Jan. 26, 2021 – DG4-B readiness</li> </ul>	5	All

## Meeting Participants

### Voting Members

- Reagan Bellamy, Wenatchee
- Kurt Buttleman, Seattle
- Rodger Harrison, Bellevue
- Tim Wrye, Highline
- Ed Jaramillo, Skagit Valley
- Chad Stiteler, Bellingham Tech
- Grant Rodeheaver, SBCTC
- John Boesenberg, SBCTC
- Carli Schiffner, SBCTC

### Non-Voting Members

- Christy Campbell, SBCTC
  - Paul Giebel, Moran Technology Consulting
  - Rich Tomsinski, OCIO Representative
  - Clay Krauss, Tacoma PM
  - Brian Lee, Clover Park PM
- ### Non-Voting Commission Reps
- Ruby Hayden, WSSSC
  - Carly Haddon, RPC
  - Peter Lortz, IC

### Guests & Staff

- Janelle Runyon, ctcLink Communications Manager
- Susan Maxwell, ctcLink PM, College Advisor
- Dani Bundy, ctcLink Customer Support Director
- Tara Keen, ctcLink Assistant Project Director