



## STEERING COMMITTEE AGENDA

Feb. 8, 2022, 1–2:30 PM, Online via Webex

Item	Description	Minutes	Facilitator
1	<b>Welcome, Introduction of Members and Guests</b>	5	Tim Wrye, Christy Campbell, All
2	<b>Approval of Draft Meeting Minutes: Jan. 25, 2022</b>	5	Tim
3	<b>ctcLink System Load Testing Results for DG6</b> <ul style="list-style-type: none"> <li>• Findings</li> <li>• Recommendations</li> </ul>	20	Tara Keen, Kastech and Burgundy
4	<b>DG6 Go-Live Readiness Process Overview</b>	5	Reuth Kim
5	<b>SBCTC ctcLink Support Organization</b> <ul style="list-style-type: none"> <li>• <b>Customer Support Update</b> <ul style="list-style-type: none"> <li>○ ctcLink Support Activities</li> <li>○ Production Update</li> </ul> </li> <li>• <b>Application Services</b> <ul style="list-style-type: none"> <li>○ 2022 Maintenance Calendar</li> <li>○ Planned environment outages for DG6 go-live</li> <li>○ Accessibility                             <ul style="list-style-type: none"> <li>▪ HighPoint HCX Update</li> <li>▪ Online Admission Application (OAAP)</li> </ul> </li> </ul> </li> <li>• <b>ctcLink Support Staffing Update</b></li> </ul>	15	Dani Bundy  Sandy Main  Grant Rodeheaver
6	<b>ctcLink Program Status</b> <ul style="list-style-type: none"> <li>• Overall Status                             <ul style="list-style-type: none"> <li>○ DG6 Status</li> <li>○ DG6-A Dry Run findings (Christy)</li> <li>○ UAT Status (Tara)</li> </ul> </li> <li>• Program Risks and Issues</li> <li>• CampusCE update</li> <li>• Planning &amp; Budgeting Cloud Services (PBCS)</li> </ul>	30	Christy  Tara Keen Reuth Kim Susan Maxwell Christy Campbell
7	<b>ctcLink Project-Related Commission/Council Topics</b>	5	Tim/All
8	<b>Agenda Items for Future Meetings</b> <ul style="list-style-type: none"> <li>• DG6 Go-Live Readiness (DG6-A: 2/15/22; DG6-B: 4/5/22 and DG6-C: 4/19/22)</li> <li>• STAC/Post-Implementation Governance Update</li> <li>• Project Shutdown Process/Schedule (final governance groups meetings, project closeout documentation, etc.)</li> </ul>	5	All

## Meeting Participants

### Voting Members

- Reagan Bellamy, Wenatchee
- Kurt Buttleman, Seattle
- Rodger Harrison, Bellevue
- Chad Stiteler, Bellingham Tech
- Tim Wrye, Highline
- Carolyn Tucker, Skagit Valley
- Grant Rodeheaver, SBCTC
- Choi Halladay, 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
- Chris McLain, Lake Washington Executive Sponsor

### Non-Voting Commission Reps

- Ruby Hayden, WSSSC
- Carly Haddon, RPC
- Peter Lortz, IC

### Guests & Staff

- Janelle Runyon, ctcLink Communications Manager
- Sherry Nelson, ctcLink Communications Coordinator
- Susan Maxwell, ctcLink PM, College Advisor
- Dani Bundy, ctcLink Customer Support Director
- Tara Keen, ctcLink Assistant Project Director
- Sandy Main, SBCTC Application Services Director