DALNET

DALNET Steering Committee
Minutes
October 11, 1999
Botsford Hospital

Present: Scott Muir, Deborah Adams, Karen Bacsanyi, Louise Bugg, Randy Call, James Flaherty, George Libbey, Phyllis Jose, Mary Ann Sheble, Nancy Skowronski.

Excused: Harry Masek.

Meeting called to order at 8:39 a.m.

Review of Agenda/Minutes:
Agenda was accepted as distributed. Flaherty had received some minor corrections to the 9/27 minutes and will send out corrected copies.

Frame Relay Report:
Masek was excused but had sent Muir an email detailing the status of the various locations. Muir gave a synopsis of the email.

Masek's email reads as follows:
///Frame Relay circuits have been installed at the following locations. AADS is working with the various institution's IS groups to activate this service and perform end-to-end testing.
Detroit Public Library
Meeting scheduled with Melvin Holmes, Theresa Belzak and John Meiers, on October 11, 1999, to assist DPL in "addressing" and testing their Frame Relay network. DALNET "head end" and DPL circuits have been installed. AADS technician has been dispatched to "trouble shoot" installed circuit at MacGregor Library.
Wayne County Community College
Waiting for IP Address information from Harvey Davenport. Davenport has been contacted by Theresa Belzak on several times over the past two weeks regarding the needed information.
Beaumont Hospital
Waiting for local LAN installation to complete circuit testing. Beaumont has scheduled LAN completion for week of October 11, 1999.
Macomb County Community College
Follow up testing scheduled with MCCC for Monday, October 11, 1999.
Oakland County Law Library
Meeting scheduled for Thursday, October 14, 1999, with TLN (The Library Network) to complete connections. The October 14th date is the first available date for TLN.///

Additional comments:
Bugg would like to know if OCL sees improvement in response time once frame relay is

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up and running. Jose will direct OCL staff to monitor this issue.

Flaherty asked the basic question..."How do we know it's working?"

Discussion followed on how to identify problems with the circuit or where the problems are. Melvin Holmes is the newly appointed DALNET WAN staff person. He is part of the Help Desk (DPL employee) and will be responsible for monitoring the frame relay system. Bugg requested information on how this employee will be trained. Consensus of the Committee was that he needs to become active and involved *NOW*. This includes: visiting each site (especially during this critical installation period); attending a Steering Committee meeting in the future; receiving a "DALNET orientation" from Louise and other DALNET staff. Skoronski agreed that Holmes would visit all sites before the next Steering Committee meeting (10/25).

Task Forces Updates/Changes:

a) Shared Patron Database. Michele Klein and Barbara Finn are no longer on the TF. Consensus was that there should be a hospital library staff member on this TF. Adams will contact Cathy Eames (DMC) to see about getting a replacement.

b) Horizon System Administration & Technology Issues Task Force. John Houser is no longer available to serve on these task forces. After discussion, the consensus was to disband both of these task forces (with thanks and appreciation to the members) and to have staff refer issues in these areas to the Steering Committee. The Steering Committee will develop policy and make any necessary recommendations to the DALNET Board. Items noted in the discussion included: for system administration - will use the list drafted by the TF (Sheble) as beginning discussion point on who does what and when (central staff/individual sites); DALNET staff should review this draft document and present comments; need to establish "DALNET Staff" meetings including both WSU & DPL staff.

Letter to Lana Porter/Review and Discussion:

Due to meetings resulting from the Ameritech/SBC merger, Lana Porter will not be attending the DALNET Board meeting this afternoon. Meg Fisher, VP/Customer Service will attend with Bill Easton. The letter reflecting our concerns was sent to Lana Porter on October 4th. Bugg distributed copies to the Committee. Lana Porter plans to meet with the DALNET Board at a later date (approximately 4-6 weeks from now).

Discussion:

◆Sunrise scheduled for general release in May 2000. This will be the first phase of the Sunrise package. Beta testing will be needed prior to the general release date.

◆Muir noted that DALNET staff have set the following priorities: WebPac 1.3 and getting the remaining sites up.

◆5.1.2 vs 5.2: Bugg detailed problems with moving certain sites (WSU & UDM took 4 weeks/however, Botsford took only 2 hours). DALNET staff need assistance from Ameritech on how to better handle these transfers. The Committee discussed (and consensus seemed to be) to hold off the rest of the migration to 5.2 until all sites are live (after 1/2000). Another suggestion was to get a test 5.2 database to experiment with.

◆Flaherty asked about contract penalties for failure to provide the enhancements on time.

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Implementation Updates:

✦Group 5: Detroit Public Schools/Professional Library. Contract has been sent to them. Hopefully it will be signed and returned shortly.

✦Group 4: All moving ahead ok - didn't make October 1st deadline. Finishing migration depends on how much testing each site wants to do. All Group 4 libraries will go on the WSU server. (NOTE: the test server has been restructured to allow space for every site to have a test database.)

OCC - will be testing the Course Reserve function (new). This will be loaded before the community colleges go live.

WCCC - PCS are arriving ok.

✦Group 3: Moving ahead/Not much change. OCL and Walsh have their WebPacs in production. DIA and VA are still working on theirs.

✦DPL: Going with WebPac 1.2. MARC2Ser problems have been resolved and fix is available. Fix needs to be run on production database. (Call indicated that DPL would share the fix with other sites.) Meeting with their consultant this afternoon to develop plan for going live. Need to determine how many branches need to be ready when DPL goes live. Also will develop plan for bringing up the rest of the branches. May go live as early as next week.

✦WSU: Testing migration of order records and fund records. Test has been run. Fund Record appears to work well - information transferred correctly. For the Order Records, not all fields migrated correctly, but fix does not seem to be a major problem.

Other/Announcements:

✦Training will be offered to allow sites to restart their own Z servers.

✦Flaherty asked about sharing cataloging information. Bugg indicated that cataloging could be derived from other sites - but you need to check each site's database separately. There is no broadcast searching.

✦Future Meeting Dates & Locations:

Date	Location
10/25	WSU/Purdy Library
11/8	Meeting cancelled. Muir & other DALNET staff will be attending the Horizon User Group meeting in Kansas City MO.
11/22	UDM
12/13	Botsford
12/27	No meeting
1/10	WCCC

✦Next meeting will be October 25th at WSU. Tentative plan is to take John Houser to lunch following that meeting.

Meeting adjourned at 10:30 a.m.

Phyllis Jose
Secretary
10/12/99