

**Office of Science (SC) Customer Information Advisory Group (CIAG)
Meeting Summary
January 29, 2003**

Agenda

- Previous Action Items (Rice)
- Support Center Items (Griffin/Baker)
- Remote Access (Yockman)
- Status on DOE Chief Information Officer (CIO) Consolidation (Griffin)
- Review of Service Level Descriptions (Griffin)

Action Items

Previous Action Times	Status
Meet with Marv Stodolsky to determine if SC-41 has to provide anything to ORISE to meet technical requirements of the electronic proposal system under development. (Ted Griffin)	Complete

New Actions from the January 29 Meeting	Assigned To
Check with Bill Valdez to ensure the Remote Access project does not need Information Management Board approval before rollout.	Peggy Burris

Support Center Items (B. Baker/T. Griffin)

The Exchange user list and the Exchange data growth storage chart were reviewed with no actions.

All printers for the electronic proposal project have been received and installed. Demonstrations have been given on the use of the new CD burners. Users who require additional assistance should contact SCSC.

Remote Access Status (Dave Yockman)

The new remote access solution replaces the current dialup system with secure web-based access. Users can access network files anywhere there is Internet access. No installation is required, just a small piece that must be downloaded from the network server. Users without Internet access and those using portable computers can use the Sprint solution that gives dialup Internet access. Rollout is expected by the end of March and training will be provided.

Phase 2 of this project, which is not yet funded, will allow users to access SC business applications.

SC-41 Report/Status on CIO Consolidation (T. Griffin)

- The current SC-41 budget has been cut by \$300K. Execution Work Management (EWM) 2.0 functionality has been overtaken by iMANAGE; funding for EWM 2.0 has been taken back. SC-41 is also looking at other initiatives such as OneSC and A-76 to see where they could affect SC information technology services and staff.
- Ted Griffin will be the Acting Director, SC-41, when Dick Yockman retires on January 31.
- The SC Chief Information Officer (CIO) position is down to the final four candidates.
- The preliminary comparison chart between OCIO eXCITE services and SC services that was requested by Dr. Orbach has been completed and presented to Todd Harding, Dr. Orbach's executive assistant. Meetings are planned with the OCIO to verify that SC-41 comparison findings are correct and gather

information on the status of other DOE Programs and eXCITE. All of the comparison information will be provided to Dr. Orbach in February, who will then meet with the DOE CIO, Karen Evans, to determine what services, if any, will move to eXCITE.

Proposed February 12 Meeting Agenda

- Previous Action Items (Rice)
- Support Center Items (Griffin/Baker)
- Update on OCIO Consolidation (Griffin)
- Review of Service Level Descriptions (Griffin)

Meeting Attendees

Name		Organization	Contact Information
Rice-Exec. Sec	Pat	SC-41	3-4556
Baker	Brent	SC-41	3-2345
Beall	Jeanne	SC-41	3-4587
Burris	Peggy	SC-5	202-586-7265
Buswell	Steve	SC-7	6-9741
Cambell	Kevin	SC-41	3-5313
Eckstrand	Steve	SC-55	6-5428
Flynn	Kelly	SC-41	3-3193
Forsythe	Todd	SC-41	3-6409
Griffin	Ted	SC-41	3-4602
Hanlin	Cathy	SC-23	3-1965
Hiegel	Jane	SC-31	3-5800
Sauter	John	SC-55	3-3287
Sier	Donna	SC-22	3-4360
Stodolsky	Marvin	SC-72	3-4475
Yockman	Dick	SC-41	3-3394