

NORTHEAST MICHIGAN FIBER CONSORTIUM MEETING
Wednesday, March 11, 2020, 1:00 pm
Alpena Community College, World Center for Concrete Technology, Room 104
MINUTES

Present: Dennis Bannon (NEMCMH), Vicky Kropp (NEMiFC), Liz Fagel (Michigan Works), Steve Mousseau (County of Alpena), Katie Jensen (Merit), Eric Vanderveer (Intricate Security), Paul Diamond(SABRE), Chuck Bennett (Thunder Bay Marine Sanctuary), Liz Fagel (Michigan Works), Doug Chroninger(AMA-ESD).

1. Dennis Bannon called the meeting to order at 1:05 pm.
2. Introductions
3. Approval of Minutes from January 15, 2020 – Dennis Bannon asked for a motion to accept the minutes. Doug Chroninger made the motion, seconded by Chuck Bennett, unanimously approved.
4. Additions to the Agenda – None
5. Public Comment – None
6. Consent Agenda
 - a. New Correspondence – Room change notification for an upcoming May 2020 meeting. Merit correspondence regarding Disaster Recovery, Merit Community Assistance Pack.
7. Financial Report – Vicky Kropp presented the financial report. Invoices to the consortium for Merit management fee of \$17,475.00 and the DDOS for \$2,448.00 have been paid. One outstanding invoice for engineering to Merit of \$1400.00 has not been paid. One outstanding membership fee has not been paid. Current balance is 66,169.67. Dennis Bannon asked for a motion to accept the financial report. Liz Fagel made the motion, seconded by Chuck Bennett, unanimously approved.
8. New Business
 - a. Merit Member Conference. Merit will be offering the two for one fee. Vicky Kropp requested a motion to cover the cost of registration fee for the conference for up to two individuals on May 12 and 13th, 2020. Chuck Bennett, made the motion, seconded by Liz Fagel, unanimously approved.
 - b. Board Membership – Request for approval for Steve Mousseau, to be the permanent board member representing the County of Alpena and Jeff Blumenthal, Vice Chairperson, to be the permanent board member representing Alpena Community College. Unanimously approved by the board.

- c. Bylaws and Articles of Dissolution – Jeff Blumenthal and Vicky Kropp met with Dick Sutherland, CFO, ACC. Dick had questions regarding the consortium budget funding and planned expenditures. Also asked if the consortium had any funding disbursement language to address the dissolution of the consortium. The current Articles of Association, Article VI. Membership Termination and Withdrawal section does have language as follows “In the event the consortium dissolves by unanimous agreement of all the members, all assets and funds shall be divided and prorated among the then current members based on the length of their membership”. Discussion on the language as presented with different ideas on distribution; member per port per number of years, based on bandwidth.
- d. Review of signature pages associated with the Articles and Bylaws. Vicky Kropp recommended that we have one signature document for members that addresses adherence to the Articles of Association and the Bylaws. Currently the NEMiFC membership agreement contains language from both the Articles of Association and the Bylaws. Vicky asked if we had a one-page signature form with language that the member acknowledges and adheres to the Articles and the Bylaws of the consortium if that would be adequate instead of a mutli-page membership agreement.

9. Old Business

- a. Merit Update – Katie Jensen, Merit Community Assistant Pact (MCAP). A Merit community technical support network among Merit members. Provides a resource of assistance to member organization in disaster recovery events. MCAP participants can have access to brevetted personnel and documentation to support participants. This is available to members with no additional fees. For more information visit: <https://www.merit.edu/community/mcap/> Katie also talked about the CISO Scanner Services offered by Merit for smaller organizations. For more information visit: <https://www.merit.edu/security/ciso-scanner/>
- b. Consortium Update – Vicky Kropp
Working on letter of understanding, combining everything in one packet. Katie and Vicky will be working on the packet. No new members at this time. Still need to look at marketing and the brochure. Need to look at member benefits and any new benefits that can be offered to members. Next meeting is May 13th, which is the Merit conference. We can move it to the following Wednesday, 1:00 pm, if we are not limited by COVID.
- c. NEMiFC Ring/Engineering Update – Vicky Kropp
Katie – a new splice case on M32 has to be installed, Merit is covering that cost. Vicky - Mark will not be doing the testing from public safety to the city to identify the needed single mode fiber. Still looking at the connection at Alpena Power and Mark will be talking to Steve Weiland for clarification.

10. Roundtable

- a. Dennis Bannon – power surge issues took out half of the network. Took about 15 minutes to come back up.

- b. Eric Vanderveer – Microsoft vulnerability-SMB version 3. No patch, but there is a fix. Encryption on laptops - DOD is requiring additional security requirements on devices with encryption.

11. Reminder – Consortium website is www.nemifc.org; email address is arfc@nemifc.org.

Dennis Bannon asked for a motion to adjourn. Steve Mousseau made a motion, seconded by Vicky Kropp, unanimously approved. Meeting adjourned at 1:50 pm.