

April 21, 2000

TO: Members of the MAG Telecommunications Advisory Group
FROM: Debbie Kohn, Avondale, Chairperson
SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Thursday, April 27, 2000, 10:00 a.m.
Office of Intellisys Group
140 South Lindon, Suite 102
Tempe, Arizona
(480) 303-0885

A meeting of the MAG Telecommunications Advisory Group (TAG) will be held at the time and place noted above. **Please note that the meeting will be held at the Office of INTELLISYS GROUP, to allow for a demonstration of the VTEL Galaxy videoconferencing equipment. A map to the office is enclosed.** Supporting information for the agenda is also enclosed. If members of the Telecommunications Advisory Group cannot attend in person they may attend by telephone conference call. However there are only two available spaces which will be allocated on a first come first serve basis.

Please be advised that under procedures approved by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum in order to conduct business. A quorum is a simple majority of the membership, or 9 people for the MAGTAG. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you.

If you have any questions or need additional information, please contact Heidi Pahl at (602) 254-6300.

TENTATIVE AGENDA

		<u>ADVISORY GROUP ACTION REQUESTED</u>
1.	Call to Order	
2.	<u>Approval of March 23, 2000 Meeting Minutes</u>	2. Review and approve meeting minutes.

3. MAG Regional Videoconferencing System Project

The MAG Regional Videoconferencing System Project will implement videoconferencing technology to facilitate communication among MAG and its member agencies and reduce travel by eliminating the need to travel to as many meetings. A project update will be provided followed by a demonstration of the equipment to be installed at member agency end sites.

4. Integration of the MAG Regional Videoconferencing System

The MAG Regional Videoconferencing System requires policies and procedures for teleconferencing. Members will be encouraged to share how they plan to integrate teleconferencing into their agencies.

5. Member Agency Authorization for the MAG Regional Videoconferencing System

The MAG Regional Videoconferencing System requires authorization, between MAG and all end sites to install the videoconferencing network for the MAG Regional Videoconferencing System. A status report will be provided.

6. Telework Program

The telework portion of the MAG Teleconferencing and Telework Program will provide for additional teleworking alternatives throughout the Valley. An update will be provided.

7. Fiber Optics Infrastructure

The City of Mesa is looking at doing more with its fiber optics infrastructure. But before they do this, they are interested in

3. For information and discussion.

4. For information and discussion.

5. For information and discussion.

6. For information and discussion.

7. For information and discussion.

determining what other cities are doing. MAGTAG member, Jim Hull, has been collecting and summarizing survey responses. An update will be provided.

8. MAG Unified Planning Work Program (UPWP) and the Transportation Improvement Program (TIP)

The MAG FY 2001 Work Program is scheduled to be approved by the MAG Regional Council on May 24, 2000. The TIP is scheduled to be approved by MAG Regional Council on June 21, 2000. MAGTAG will be participating in some of the projects named in these documents. An update will be provided.

9. Update on the Electronic Access Survey

Regional Connections will further email, web page and Internet assistance to those member agencies who need support, especially those who are not yet using these technologies. MAGTAG recommended performing a survey of all agencies prior to beginning this project. The Electronic Access Survey was administered by telephone and the responses were summarized. The essential Regional Connections system was reviewed and input was solicited. From this input, it was agreed to ask additional survey questions. Responses to the survey and draft recommendations for Regional Connections will be provided.

10. Announcements and Public Input

An opportunity will be provided to Committee members and members of the public to address the MAG Technical Advisory Group.

8. For information and discussion.

9. For information, discussion and possible action.

10. For information.

11. Date of Next Meetings

The next meeting of the MAGTAG will be held on May 25, 2000 from 10:00 a.m. - 12:00 p.m. The remainder of meetings for 2000 are as follows:

June 22, 2000

July 27, 2000

August 24, 2000

September 28, 2000

October 26, 2000

November 30, 2000

December 28, 2000

11. For information.