

MINUTES

Oregon WIN Board Meeting
June 21, 2002, 1:00 – 3:00 PM
Linn-Benton Community College, Albany

Members Present: John Greydanus, Larry Hammon (for Larry Pribyl), Alan Heywood, Mark Kramer, Tom Matney, Paul Snyder, Cyndi Leathers.

I. OPAN Update

John Greydanus reported that OPAN is working with key PEG channels in the Willamette Valley to provide expanded coverage of the Third Special Legislative Session. The Oregonian carried a sidebar that directed viewers to cable channels that are carrying coverage of the Special Session and noted Oregon WIN's involvement. In the Corvallis/Albany area Special Session coverage did generate interest in OPAN and questions about cable access from the Benton County Commissioners and the Albany Herald.

OPAN has launched a \$100,000 summer fund raising campaign, mainly through board member activity. Oregon WIN will continue to support OPAN program production and distribution through August 31, 2002. After August 31 OPAN will be required to take over funding of program development and distribution. John announced that as of July 1, 2002, he will return to a 50/50 FTE split between OUS and Oregon WIN.

II. Mid-Valley Hospital Expansion

Paul Snyder reported on discussions underway with LBCC, the Good Samaritan Hospital Group and Oregon WIN. LBCC is working on a mixed mode approach to deliver nursing and other staff training services to the mid-valley hospitals. As part of this mix the hospitals in Corvallis, Albany and Lebanon requested connection to the Oregon WIN network. These installations are expected to occur over the summer.

III. Network Issues

John reported that network priorities remain the installation of the LBCC Lebanon Center and connecting WIN to the Charter Communication headend in Cottage Grove. The delays in completing these tasks highlight the difficulty of working through agreements with other government entities and the limited time available to the WIN and Sprint engineers for network expansion and growth. Ongoing maintenance and troubleshooting continues to absorb considerable engineering time. John agreed to investigate ways to share network maintenance with Sprint engineers and campus technicians, and to continue to prioritize engineering activities.

In other network issues, the Board requested the Director to complete an inventory of all equipment and leases related to the Oregon WIN network. The inventory should identify ownership (Sprint, WIN, or a campus) serial numbers,

description, value and location. Once completed, the inventory will be used to establish a depreciation/replacement schedule that will assist future budget planning. At this time the inventory is distributed among the campuses, WIN and Sprint, without a clear delineation of responsibility or ownership. A motion was made by Paul Snyder and seconded by Mark Kramer to request the completion of an inventory of equipment and leases related to the operation of the Oregon WIN network to be completed during the 2002-2003 fiscal year.

IV. Board Business

John reviewed Board activities that must be completed prior to the start of a new fiscal year. The Board is required to provide unanimous approval of the upcoming year's proposed budget, elect a Vice Chair, and evaluate the Director.

- **2002-2003 Budget**
The Board reviewed background information on the WIN 2001-2002 budget and information on WIN generated OUS funds. OUS-WIN funds are projected to continue to provide central support to Oregon WIN operations. Following review of budget material, Mark Kramer motioned, and Alan Heywood seconded, that the Board accept the 2002-2003 budget as presented. The Board unanimously approved the motion.
- **Board elections**
As stated in the Intergovernmental Agreement, the Vice Chair replaces the outgoing Chair. The Board acknowledged that Vice Chair Alan Heywood replaces outgoing Chair Cyndi Leathers in 2002-2003. The Board opened the floor for nomination to the elected position of Vice Chair. Larry Pribyl was the sole nominee for the position. The Board unanimously elected Larry Pribyl as Vice Chair for 2002-2003.
- **Evaluation of Director**
The Board went into closed session to evaluate the 2001-2002 performance of the Director. Following closed session, the Board opened the floor to discussion. A motion was made by Mark Kramer and seconded by Tom Matney to retain John Greydanus as Director of Oregon WIN. The Board vote unanimously in favor of the motion. Outgoing Chair Cyndi Leathers will present the evaluation and recommendation to retain the Director to OUS Academic Affairs.

V. Next Meeting Date

The next meeting is scheduled for August 9, 2002 from 9:00 a.m. – 11:00 a.m. The meeting will be hosted at Western Oregon University in Monmouth.