

MEMO

To: Dr. Cole
From: Erich Howard
Date: 1/16/00
Subject: Capitol phones/computer wiring
CC: Michael Boyd

Michael and I performed an initial walk-through of the Governor's office space in the Capitol. We looked at the computer and phone equipment in each office.

Michael has a complete listing of the computers and printers in the offices and could further explain the computer equipment.

Out-dated phones were identified and targeted for replacement, in order to have consistent phone equipment in the Governor's offices. I have talked with Lisa Kuyrkendall with ITS and she is going to replace the older phones as soon as possible. Programming the phones and voice mail will occur when staff has occupied the offices.

Michael made the recommendation to upgrade the computer wiring in the offices. I met with the ITS personnel and they are replacing the older Category 3 wires with newer and faster Category 5 wires. The Category 5 wires will be better able to handle the faster fiber optics speeds that will come from the Wolfolk Office Building when the Governor's office moves to the new space.

A decision must be made very soon to establish which office will contain bill tracking. A separate line from the LBO computer server will be placed in that office.