SICSA DATACENTER & MHD MANAGEMENT STRATEGY TEAM MEETING

Logistics

Time:	11:00 am
Date:	Friday 2nd March 2012
Attendees:	Peter Frisch, Gregoire Fouchard, Gary Berridge, Alex Patton, Kathryne Linge, John Irish
Meeting purpose	Regular Meeting between MHD and Datacenter Management Team
Facilitator	Peter Frisch

Agenda

Item	Time	Agenda Item	Presenter
1	5 mins	Review /Approval of minutes	All
2	20 mins	Review of eLearning Meeting	All
3	5 mins	Status report on Datacenter completion	Gary
4	5 mins	Status report on Business Plan	Alex
5	5 mins	Status report on Marketing Plan	Kathryne
6	10 mins	Status report on MHD transition to Datacenter	John
7	5 mins	Datacenter staff orientation	John
8	5 mins	Status report on Smartmatic Partnership	Peter
9	5 mins	Other Matters	All

Open Actions

No	Action / Discussion	Who	When	Status or comment
1.	Datacenter Start-up costs	Alex	1/31/12	In progress
2.	Datacenter Staff Recruitment	Gary	2/7/12	In Progress
3.	Agreement on connectivity (i.e. Transport)	MHD		In Progress

Next Meeting (March 13th 2012) Details
(Agenda to include)

i. Report on Datacenter Completion – Gary
ii. Report on Datacenter staff recruitment – Gary
iii. Update on Datacenter Marketing Plan – Kathryne
iv. Update on Business Plan – Alex
v. Smartmatic Partnership - Peter

SICSA INTERNAL DOCUMENT