

# E-Sign Mad Dog Project

6/5/01 Weekly Meeting Minutes

1:00 – 2:00 ROB Room 5009

<b>Attendees:</b>	<p>CIO/ECAD – Steve Allison                  OGC – Ron Sann                  DCS – David J. Yang                  Mod Partner– Heather Burke                  CIO (Interns) – Sarah Edwards, Jessica Hess, Amy Langenstein, Rebecca Turkish</p>
<b>Topics Covered</b>	<p><b>Mad Dog Project Update</b></p> <ol style="list-style-type: none"> <li>1) <u>Interns</u>. Please welcome our summer interns who are helping with our Mad Dog project. See names above.</li> <li>2) <u>G.T.L.A.</u>. The Mad Dog team will be applying for the Government Technology Leadership Award. The application is due June 30.</li> <li>3) <u>System of Record Notification</u>. On 5/30/01 the System of Record Notification was published in the <i>Federal Register</i>, two days ahead of the deadline. OMB granted the request for a waiver of the additional ten day comment period required for OMB and Congress, and we received an exception to the Moratorium. If there are no adverse public comments, the NCS Student Authentication Network (STAN) can go live in time for eMPN implementation on July 2, 2001.</li> <li>4) <u>Documentation Effort</u>. With remaining inputs for cost-benefit flows, risk analysis and <i>From Paper to Electron</i> chapters, hope to have completed draft by the end of this week.</li> <li>5) <u>6/6/01 NCHELP Conference</u>. On behalf of the Financial Partners channel, Neil Sattler will present an update on the SFA eSignature project at the NCHELP Spring Convention.</li> </ol> <p><b>Workgroup Updates</b></p> <ol style="list-style-type: none"> <li>1) <u>Legal/Policy</u>:             <ol style="list-style-type: none"> <li>a) NCHELP questions require further work. OGC and IG looked at the questions and were able to answer the questions from the Town Hall (Section Eight of the Standards about electronic evidence and certification), but the questions from the end of May require the full review of the Mad Dog. The answered questions can be presented at this week's NCHELP, and the answers to the remaining questions will be posted to the web next week.</li> </ol> </li> <li>2) <u>Business Processes</u> <ol style="list-style-type: none"> <li>a) CPS. OGC's contracts lawyer is reviewing the CPS/NCS contract. Completion expected this week.</li> <li>b) DCS. Will meet with Mod Partner (Heather Burke) to discuss cost-benefit analysis diagrams at the end of this meeting.</li> </ol> </li> </ol>
<b>Action Items</b>	<ul style="list-style-type: none"> <li>• Joe Miranda and Amy Langenstein will be working on the <i>From Paper to Electrons</i> chapter of the documentation effort; responses to their email request are due to them today (Email recipients)</li> <li>• Submit information for cost-benefit analysis to <a href="mailto:heatherburke@kpmg.com">heatherburke@kpmg.com</a> (DLO/DLS/DCS)</li> <li>• Submit a summary discussing how eMPN e-signed transactions are enforceable to <a href="mailto:jessica.hess@ed.gov">jessica.hess@ed.gov</a> (OGC/Lee Harris)</li> <li>• Review SLA of NCS Contract (OGC)</li> <li>• Give project plan updates to <a href="mailto:heatherburke@kpmg.com">heatherburke@kpmg.com</a> (All)</li> </ul>
<b>Agenda Items for Next Meeting</b>	<ul style="list-style-type: none"> <li>• Tuesday, 6/12/01 1:00 – 2:00 ROB3 (Room 5009) Weekly Mad Dog Status Update.</li> <li>• All e-sign documents are available in Outlook under:  <span style="color: red;">Public Folders &gt; All Public Folders &gt; OSFA &gt; OCIO &gt; Innovations &gt; E-ID Mad Dog.</span></li> </ul>

