



To: Tonya Davis – Vice Chancellor, Human Resources

From: Joseph Grubbs – Executive Director of Risk Assessment and Management

Date: January 14, 2019

Re: Emergency Mass Notification System VOIP Phone System Upgrade - Update

On January 16, 2018, I wrote a memo addressed to Chancellor Burke re the need to upgrade the district's telephone system in order to bring into compliance with State and Federal law, the Emergency Mass Notification System (EMNS). Since that time, several changes from the manufacturer have transpired that require an update to the previous memo. To date, no upgrades have been approved, the district remains out of compliance and the safety of our students at risk.

The changes that have taken place include the availability of improved software that the district will be required to install in early 2019. IT has budgeted \$50,000 for this upgrade. The required installation of this software will maintain the telephone EMNS as it currently exists; meaning that paging in the event of an emergency will still be stacked and delayed.

In order to improve the telephone system to not stack calls, meaning that a page goes out and immediately arrives at each phone, thereby making the phone system the District's primary EMNS; would require replacing each desktop phone District wide. Since the January, 2016, memo, the costs for the phones has been reduced. For an additional cost, the improved software now allows the optional ability to isolate the telephone systems' operability to each campus instead of the district office, thus making each campus self-sufficient in the event of a catastrophic failure at the district office.

Following are three separate options for employing the updated telephones and software. Options B and C will bring the district into compliance with state and federal law, option A will not.

- **Option A** – Install updated software to maintain telephone system and EMNS as is.
 - \$ 38,000 – software (covered by \$50k budgeted through IT)

- **Option B** – Install upgraded software at DO and deploy updated telephone throughout the district. If the system fails at DO, the phone system throughout district will be inoperable.
 - \$ 42,000 – Software (covered by \$50k budgeted though IT)
 - \$272,000 – Telephones
 - \$314,000 – Total
 - \$-50,000 – From IT

- **\$264,000** – Total to district
- **Option C** – Install upgraded software at each campus and deploy updated telephones throughout the district. Each campus will be self-sufficient in relation to telephone and EMNS.
 - \$ 55,000 – Software (covered by \$50k budgeted through IT)
 - \$272,000 – Telephones
 - \$327,000 – Total
 - \$-50,000 – From IT
 - **\$277,000** – Total to district