



Report To: Manitoulin-Sudbury DSB Finance Committee
From: Iain Stephen, Information System Manager
Greg Gilbert, Information System Coordinator
Date: October 22, 2014
Re: **Board Computer Policy - Issue Report**

BACKGROUND

The Manitoulin-Sudbury DSB provides computer systems, internet connectivity and printing equipment should DSB Board Members require them in support of their duties as members of the DSB Board. DSB Information Systems staff has coordinated current Board Members' systems refresh timing with the new DSB Board's appointments for January 2015. This timing will assist in streamlining deployment of new equipment as well as providing an opportunity to refresh Board communication.

HISTORY

Over the Board's lifespan, the DSB has used multiple platforms and form-factors in support of DSB Board Members' technology needs. Initial deployments featured Windows XP laptops, while the most recent refresh featured an all-in-one desktop PC configuration with Windows 7.

CURRENT STATUS

The current Board Members' technology is no longer under warranty. There have been three instances where current Board computers or peripherals were not cost-effectively repairable. In the event of a change in the 2015 Board's composition (with increased demand for Board-supported systems), there is the likelihood that we would not have enough useable devices to support the Board's needs.

RECOMMENDATIONS

Computer System

The DSB Information System staff are recommending that any Board Member requiring a computer system be provided with a tablet and wireless printer (if required). The use of tablets will allow Board Members to go totally paperless if they so choose. For those who prefer, accommodations will be made to include a wireless printer, as some Board Members may not be ready to go totally paperless, particularly in the case of more lengthy

board reports. The smaller tablets will allow Board Members to bring their tablet to each Board meeting, where they can further receive any technical assistance they may require. The cost of a tablet and wireless printer (if required) are significantly less expensive than the purchase of a desktop computer, monitor and printer or a laptop and printer. The current desktop configuration with printer is estimated at approximately \$1,500 per Board Member. The cost of a similarly configured laptop and printer is approximately \$1800 per Board Member. The cost of a tablet (\$820) and wireless printer (\$170) can be purchased for a total of \$990 which is a 33% savings compared to a desktop solution and 45% savings compared to a laptop solution.

DSB Information Systems is proposing returning Board Members be given the choice to retain their existing systems, or have the system replaced with a tablet and wireless printer (where required).

New Board Members who require computer equipment in order to support their duties as DSB Board Members will be provided with a tablet and wireless printer if necessary.

Internet Connectivity

As part of this review staff also looked at the cost of internet connectivity for Board Members. The current annual budgeted cost for internet connectivity for Board Members is \$7,860. Below are the current rates for internet providers across our entire area.

Internet Provider	Monthly Cost excluding tax
Bell Canada Basic Fibre Internet	47.95
Bell Canada Basic Cellular Package (Rural)	23.95
Eastlink Basic DSL (Manitoulin)	36.95
Eastlink Basic Cable Internet (Espanola, Massey, Hagar Markstay, Warren, Nairn)	69.95
Vianet Basic Residential Fibre Chapleau	44.95
Vianet basic Cable or DSL Internet (Espanola, Little Current, Massey, Markstay, Warren)	29.99
True 802 Basic Wireless Internet (Rural Markstay, Hagar, St. Charles, Warren)	33.95
Xplorenet Basic Satellite Internet (Rural)	44.95

As can be seen by the rates above the internet charges vary greatly from area to area and the average cost is \$41.58 per month.

Options for Board Consideration

1. Continue to pay for Basic High Speed Internet Services based on the actual costs which would be reimbursed on a claims basis.
2. Consider a flat rate amount based on the average or actual whichever is less.

3. End the practise of covering internet costs for Board members since a majority of households already have internet connections. For any new board members who do not have an internet connection, the DSB would cover the cost of the initial installation only.

CONCLUSION

DSB Information Systems is confident that these recommendations are an appropriate cost effective solution to meet the needs of Board Members who require computer equipment in order to carry out their duties on the Manitoulin-Sudbury District Services Board.

The DSB [Computer Policy](#) will be revised based on the Board decisions and presented at the next DSB Board meeting in November.