

UTAH EDUCATION AND TELEHEALTH NETWORK

Agenda Item Details

Meeting Sep 08, 2023 - UETN Board Meeting and Retreat
Category 1. 10:00-10:30 Welcome
Subject 1.1 Introductions, Goals for the Day
Type

Board leadership and CEO Spencer Jenkins welcome Board Members, Advisory Council Chairs, and select members of the UETN leadership team.

A PDF of the day's agenda is attached and copies will be made available at the retreat.

[UETN Board Retreat Agenda Sept 8.pdf \(68 KB\)](#)

UTAH EDUCATION AND TELEHEALTH NETWORK

Friday, September 8, 2023 UETN Board Meeting and Retreat

10:00 a.m. - 4:00 p.m.
Thomas Monson Center
411 East South Temple, SLC, UT

1. 10:00-10:30 Welcome

1.1 Introductions, Goals for the Day

2. 10:30-11:45 Board Business

2.1 Minutes

2.2 FY25 Legislative Fiscal Request

2.3 Executive Director Report

2.4 Advisory Councils

3. 11:45-12:30 Lunch and Networking

4. 12:30-2:00 Retreat Activities

4.1 Introduction and Main Findings

4.2 Role of the Board

4.3 Role of the Advisory Councils

4.4 Recap of Feedback and Input

5. 2:00-2:15 Break

6. 2:15-3:45 Retreat Activities

6.1 Consultant Recommendations and Discussion

7. 3:45-4:00 Summary and Next Steps

7.1 Next Meeting

UTAH EDUCATION AND TELEHEALTH NETWORK

Agenda Item Details

Meeting	Sep 08, 2023 - UETN Board Meeting and Retreat
Category	2. 10:30-11:45 Board Business
Subject	2.1 Minutes
Type	Minutes

The Board will take action on minutes from meetings in June and August.

6-9-23 DRAFT Board Meeting Minutes.docx (37 KB)

8-31-23 DRAFT Board Meeting Minutes.docx (31 KB)

UTAH EDUCATION and TELEHEALTH NETWORK BOARD MEETING MINUTES

June 9, 2023 9:00 am

Dolores Dore Eccles Broadcast Center and Zoom

IN ATTENDANCE

Robert Wagner	Patty Norman	Jason Strate
Christina Baum	David Long	Stephen Hess
Taryn Kay	Brittney Cummins	Greg Scherer
Tad Morley	Rebecca Dilg	

Guests and UETN Staff:

Rick Gaisford	Elwood Downing	Ivan Djambov
Spencer Jenkins	Laura Hunter	Jim Stewart
Michael Shuping	Matt McCullough	Andrew Keddington
Kelleigh Cole	Susan Cohen	

Welcome

Robert welcomed those in attendance to the June meeting.

1.1 Minutes

Robert hoped the Board members had an opportunity to review the minutes from the April 14, 2023 meeting. He asked for a motion to approve the April 14 minutes.

A motion was made by Patty Norman and seconded by Brittney Cummins to approve the minutes as submitted. THE MOTION CARRIED.

1.2 Guest Consultant

Robert gave a brief introduction to Elwood Downing who is a consultant that has been engaged to explore opportunities for Board and Council engagement. He will be observing today and will gather input from Board members at a future time. Robert turned the time over to Elwood for a more in-depth discussion on his background. You may refer to Tab 1.2 to read Elwood's biography.

Elwood shared with the Board members that he will be sending out a survey for the Board and Council members and encouraged those members to fill them out. If any members have any thoughts or input please feel free to reach out to Elwood via email at ejdowning@elaenterprises.com.

2.1 FY24 Budget Summary

Spencer introduced Andrew to the Board members and shared that he started in January and working on the budget was his first big task and he has done a great job with this. Spencer addressed a few highlights regarding the FY24 Budget and they are:

- * ARPA funds-still waiting for these to be released by the Governor's office
- * The budget is unchanged from the draft version the Board discussed in April
- * E-Rate carry forward money-this is what we call the "bridge" money and its use is to pay the circuit bills and cover those charges until the E-Rate money is released
- * Telehealth-they do charge their stakeholders for a portion of the billing on their circuits
- * Request made to add funding source for the multi-year contracts

A motion was made by Patty Norman and seconded by Christina Baum to approve the FY Budget. THE MOTION CARRIED.

One item of discussion to be held during the retreat is forming a separate finance committee with members of the Board to regularly dive deeper into the budget itself.

2.2 Council Membership

Matt McCullough reported to the Board members that Eric Tadehara has been recommended by the Telehealth Advisory Council to fill the At Large opening they have. Please refer to Tab 2.2 to read Eric's complete biography.

A motion was made by Tad Morley and seconded by Brittney Cummins to accept Eric Tadehara to the Telehealth Advisory Council. THE MOTION CARRIED.

2.3 Resolution for Electronic Meetings

Laura Hunter shared with the Board members that this is a renewal of the policy that the Board approved in 2021. The Board is being asked to reaffirm its commitment to the resolution and direct the chair to sign an updated version adding the second approval date. Please refer to the attachment which can be found in Tab 2.3.

A motion was made by Patty Norman and seconded by Taryn Kay to reaffirm the Board's commitment to the Electronic Meeting Resolution. THE MOTION CARRIED.

3.1 Connection Policy

Spencer Jenkins shared with the Board members that this is a follow up discussion from the April meeting. In April, the Board briefly discussed UETN's Connection Policy. This was originally approved by the Board in 2019. Since then, several changes to the network, customer needs, procurement, and E-Rate processes have occurred, making changes to the policy necessary.

Staff will continue to prepare a draft for the Board to review, likely at the September meeting, with time for input and action at a later meeting. There are no pressing deadlines and staff felt a more careful and thoughtful edit would better serve everyone.

To read the full Connection Policy please refer to the link that can be found in Tab 3.1.

Discussion topics:

- *What is the ultimate goal
- *Identify the needs from an E-Rate perspective by contract or needs
- *Identify the equipment needs based on the needs of the business
- *Confirm we have the equipment capabilities to make delivery of those connections
- *Put more definition around the expectations we set with our stakeholders
- *Making sure our stakeholders are meeting the requirements of our policy
- *Continue to have the Advisory Councils be involved in the process

3.2 Cybersecurity

Spencer shared with the Board members that the State has established the Utah Cyber Center at the Department of Public Safety, supported by the Department of Technology Services as part of the Cybersecurity Commission. The legislation that was passed last session that established the center puts in place some responsibilities for response and mitigation to cyber attacks for all government entities, including cities, towns, counties and education.

By the nature of what we do on the network we are very aware of the security threats and compromises that our stakeholders experience. What we are starting to consider is a legislative proposal for funding and the creating of statutory components. This would be for both higher education and public education. Several topics for further exploration and discussion include, but not limited to:

- *What is UETN's role in addition to being represented at the Utah Cyber Center

- *What are the plans, tools, processes, shared services, etc. across the board for education
- *Will need to work with CIO's to gain their support and input
- *If there is more than one center for education-how do we stay in our lane
- *How would the money be prioritized
- *This is a serious problem and we need to face it and work together to try and solve this issue

Please refer to the attachment which can be found in Tab 3.2 which is background and summary information for discussion. There was a request going forward that this topic be open for discussion at each meeting.

Please feel free to reach out to Steve Hess or Spencer Jenkins with any input you may have.

3.3 Consortium Software Licensing

Laura Hunter shared her presentation on consortium software licensing. In State law we do have the authority and responsibility to develop a clearing house of these kinds of resources, including software and making sure that it fulfills the needs our constituents want it to.

There are 3 software products that are the core operation and these are:

- *Common Good Products-Software licensed and used by both Higher Ed and K-12
- *Good Will Products-typically procured by UETN when at least 50% of the participating institutions would benefit from a consortium license
- *Institution Level Products-Paid by individual institutions. Separate from the UETN processes and consortium agreements.

The people or end users of a particular software serve on the evaluation committees and they help to define the criteria that is being sought. This year there was a 28% savings by using consortium pricing and over 47% savings for the Public Education and for the 6 products that the Libraries use there was an 88% savings. Our uen.org website has the comprehensive list of software products and on each product tile it does show which institution it applies to.

There has been some discussion around clarifying the verbiage in the state stature regarding finding so there is no confusion around who is doing the ask.

Denise will forward out the presentation once she receives it from Laura.

4.1 Executive Director Report

Spencer Jenkins gave a brief Executive Director's Report and a few of those highlights are:

- *Kudos to Matt Winters on being recognized as a "20 to Watch" Award Winner by ISTE (International Society for Technology in Education)
- *UETN has negotiated a reduction in backbone circuit charges from vendors
- *More opportunity for interns at UETN
- *Planning Grant-Broadband Equity Access and Deployment Program
- *UETN Tech Summit being held June 14-15, 2023 at Murray High School
- *Recipient of the Deb LaMarche Excellence Award will be announced at the UETN Tech Summit

4.2 Advisory Councils

Telehealth Advisory Council-Matt McCullough shared that the recipient of the Deb LaMarche Excellence Award will be announced at the UETN Tech Summit. Nicki Perisho shared the policy and billing changes taking place due to the PHE end date.

Education Advisory Council-Rick shared that the topics discussed today at the Board meeting were the same topics at the Advisory Council meeting.

Technology Advisory Council-Jim Stewart shared their main topic centered around security.

5.1 Recent Video Productions

Please refer to Tab 5.1 to view the recent productions.

5.2 Next Meeting

The next business meeting of the Board is September 22, 2023 and is the all-day retreat. More information to follow.

A motion was made by Steve Hess and seconded by Patty Norman to adjourn the June meeting. THE MOTION CARRIED.

Respectfully submitted,

Denise Elwood
UETN Administrative Manager

DRAFT

UTAH EDUCATION and TELEHEALTH NETWORK BOARD MEETING MINUTES

August 31, 2023 8:30 am

Dolores Dore Eccles Broadcast Center and Zoom

IN ATTENDANCE

Robert Wagner	Patty Norman	Jason Strate
Christina Baum	David Long	Stephen Hess
Greg Scherer	Jared Haines	Kurt Loveless

Guests and UETN Staff:

Rick Gaisford	Elwood Downing	Ivan Djambov
Spencer Jenkins	Laura Hunter	Jim Stewart
Michael Shuping	Kelleigh Cole	Andrew Keddington
Jenn Gibbs	Troy Jessup	Lisa Kuhn

Welcome

Robert welcomed those in attendance to the August Budget Discussion meeting.

1.1 Minutes

The minutes will read and approved at the Board retreat being held on September 8, 2023.

2.1 FY25 Legislative Fiscal Request

Robert asked Board members in attendance to refer to the documents that have been posted for the Board materials on the website.

The time was turned over to Spencer who reported on the attached funding requests.

The first document is the overall UETN FY2024 Legislative Funding Request. Spencer went through the overview and highlighted that the ARPA funding request was just approved for \$19.2 million and we will have until 2026 to dispense the funding.

The second document is the Education Cybersecurity at \$8.2 million. Steve Hess, Spencer Jenkins and Troy Jessup all gave supporting information regarding the breakout on the funding requests.

The third document is the Education Software at \$5.2 million. Spencer went through the background information on UETN and their consortium licensing capability in securing savings for both public and higher education institutions.

Please refer to all of the attached documents and the transcript of the recording for all of the discussion regarding the FY25 Legislative Fiscal request.

The next meeting and approval of the minutes and FY25 Funding request will be done during the UETN Board Retreat being held on September 8, 2023.

Respectfully submitted,

Denise Elwood

DRAFT

UTAH EDUCATION AND TELEHEALTH NETWORK

Agenda Item Details

Meeting Sep 08, 2023 - UETN Board Meeting and Retreat
Category 2. 10:30-11:45 Board Business
Subject 2.2 FY25 Legislative Fiscal Request
Type

The Board will take action on the proposed request for the FY25 legislative session.

[2024BudgetRequest - Overview.pdf \(106 KB\)](#)

[2024BudgetRequest - Cyber.pdf \(164 KB\)](#)

[2024BudgetRequest - Software.pdf \(145 KB\)](#)

UETN FY2024 Legislative Funding Request

Overview

UETN's legislative funding request aims to address the critical need for enhanced security and continued software solutions to serve its stakeholders in telehealth, K-12, and higher education. With the ever-increasing reliance on digital platforms, ensuring the confidentiality and integrity of sensitive information has become paramount. By allocating funds towards bolstering security measures, a new area of formalized services, UETN strives to provide a safe and efficient environment for all its stakeholders to thrive in the rapidly evolving landscape of online educational services. This funding request is a significant increase to UETN's annual ongoing state funding for two primary factors:

- Ongoing funding for Adobe software (\$4m) – this was funded on a one-time basis for K-12 in the 2023 Legislative Session at \$2m.
- Funding to formalize, bolster and standardize cybersecurity services for K-12 and higher education at \$8.2m.

UETN staff are the backbone to its success, and salary and benefits are the top priority. In order to reward performance and continue to attract top performance, UETN requests parity with state employees in salary and benefit adjustments provided by the state legislature, as in past years. Exact increases will be determined during the 2023 legislative session. The Board will also request funding for mandatory cost increases to insurance premiums, other state-provided internal service funds, as well as employee health insurance premium increases comparable to state employees.

UETN Funding Sources	FY24	FY25 Base	% Increase Total FY25	% Increase FY25 State
State Appropriation				
Utah Education Network	33,737,800	33,737,800		
Utah Telehealth Network	1,588,500	1,588,500		
ARPA (Federal)	19,295,405	-		
Grant Income	4,322,130	4,322,130		
E-Rate (Expenditure Recovery)	16,000,000	16,000,000		
Other Income (Expenditure Recovery)	714,165	714,165		
Total Funding Sources	75,658,000	56,362,595		

FY 2025 Funding Legislative Funding Request

1. Compensation (parity with increases for state employees)

2. Education Cybersecurity

K-12/Telehealth Basic Tools	2,200,000.00		
K-12 Personnel (UETN)	500,000.00		
Higher Ed Personnel (UU)	500,000.00		
Higher Ed Tools	5,000,000.00		
UETN Funding Request	8,200,000.00	14.55%	23.21%

3. Software

Scribe Research & Writing	950,000.00		
Online Library (Projected)	250,000.00		
Adobe (K-12 + Higher Ed)	4,000,000.00		
UETN Funding Request	5,200,000.00	9.23%	14.72%

Total UETN Funding Requests	13,400,000.00	32.50%	36.52%
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UETN 2024 Legislative Budget Priority: **Education Cybersecurity: \$8.2m**

Background

A recent legislative audit on cybersecurity in Utah identified several state entities that were found to be at risk to cybersecurity attacks and need to strengthen their security framework. Many of the entities the auditors surveyed — including state agencies, local governments and school districts — have security policies that are not up to standards and lack incident response plans that could minimize the damage of a successful attack:

“Cyberattacks have cost the state of Utah millions of dollars and will continue to cost the state if cybersecurity measures are not taken. Entities should be taking proactive steps to identify weaknesses and gaps in their security and use a cybersecurity framework as a guiding policy to address cybersecurity vulnerabilities. Various entities throughout the state were found to be at risk to cybersecurity attacks and need to strengthen their security framework.”

-Cybersecurity in the State of Utah, Legislative Auditor General, May 2023

Nationally, the US Government Accountability Office estimates cyberattacks can cost schools between \$50k-\$1m per attack, with recovery time ranging from 2 to 9 months.

SB 127 passed during the 2023 Legislative Session established the Utah Cyber Center. The Center will partner with several state entities, including the Utah Education and Telehealth Network (UETN) to improve the ability of government entities within the state to protect themselves from increasingly complex and hardened cyber threats.

The Utah Education and Telehealth Network (UETN)

The Utah Education and Telehealth Network provides network connectivity to all public schools - including many charters, institutions within the Utah System of Higher Education, and the major private institutions (BYU, Westminster College). It's statewide reach provides a unique and far-reaching window into the security strengths and vulnerabilities of its partner entities.

- **UETN hosts all internet traffic** for K-12, universities, state agencies, state libraries and several local governments.
- Over 1,900 **network connections** via 17 broadband providers statewide.
- **24/7x365 network monitoring services** include failover redundancy, outage monitoring, and professional networking services to local IT staff.

Cybersecurity at UETN

- UETN maintains the security of the State's education network using accepted industry standards and policies.
- UETN staff hosts workshops, bi-weekly webinars, and trainings for education technology professionals.
- UETN is a keystone sponsor of SAINTCON, the largest conference for public sector cybersecurity professionals in Utah.
- UETN offers ad hoc security services as its resources allow:
 - Cybersecurity consulting, design and review.
 - Stakeholder incident response consulting and assistance
 - Network traffic monitoring and threat detection on the backbone
 - Denial of service attack mitigation and malicious traffic routing
 - No-cost security framework assessments
 - Low-cost in-depth penetration testing services
 - Security threat monitoring and alerting
 - Security Incident response for detected threats

- Semi-weekly security briefings on current threats, trends, tactics.
- UETN currently provides the following additional services for healthcare connected entities participating on the network:
 - Firewall installation, monitoring, and management.
 - Vulnerability Management services.
 - VPN and remote access management

Proposed Use of New Funds

Unified Education Cybersecurity (Phase 1)

Higher Education technology leaders established a shared in 2022. As a longstanding partner tenant at the University of Utah, UETN plans to build basic tools and integration, establish common security frameworks and establish policies for K-12 and telehealth stakeholders to follow. Additionally, UETN would ensure alignment with the the security framework established by higher education technology leaders established in 2022 ([USHE Policy R345](#)).

As with the network and software licensing efficiencies UETN can provide to its education and telehealth partners, a unified cybersecurity approach would similarly enable a cost-efficient benefit to UETN stakeholders. Furthermore, UETN would work in accordance with the Utah Cyber Center's statewide mission in relation to the Utah Cybersecurity Commission.

Implementation is three phases over 30-36 months. At full implementation, LEAs will maintain flexibility to either manage their individual security environment using standardized tools (with training provided by UETN) or participate in managed security services provided by UETN.

Phase 1: Tools, staff, establish common best-practices

K-12/Telehealth Basic Tools and Integrations	Higher Education Essential Tools
Managed Detection and Response (MDR)	Managed Detection and Response (MDR)
Endpoint Detection and Monitoring (EDR)	Endpoint Detection and Monitoring (EDR)
Vulnerability Detection	Vulnerability Detection
Identity and Access Management	Identity and Access Management
	Protect by Default
	Endpoint Security
	Data Loss Prevention
	Privilege Access Management
Funding Requested for Tools: \$2.2m	Funding Requested for Tools: \$5m

K-12 Personnel (UETN)	Higher Education Personnel (U of U)
Security Center Manager	1 Program Manager
Security Tools Administrator	2 Security Analysts (Tech)
Security Analysts (2-3)	2 Security Analysts (Credit-granting)
Funding Requested for Personnel: \$500k	Funding Requested for Personnel: \$500k

Establish Common Security Frameworks for Assessment and Planning

- Perform framework assessments and baselining for participating entities.
- Security Policy and Regulatory Requirement review
- Data Policies and Procedures
- Threat Hunting and Incident Detection

Phase 2: Expand monitoring and detection capabilities: formalize incident response, establish perimeter management for entities unable to manage independently (e.g. libraries, charts, HeadStart locations). Focus on research grants and collaborative partnerships with UU DTS, SIAC, etc. Funding estimate: \$480k-600k for Sr. Security Analysts

Phase 3: Full integration of a Managed Security Service for education entities seeking that support. UETN would manage full deployments of security monitoring, alerting, and response. Funding estimate: TBD

Additional Potential Benefits of Coordinated Cybersecurity in Education

UETN could additionally convene support for education and workforce-related initiatives and services related to cybersecurity:

Workforce Training

UETN provides redundant network connectivity to schools and higher education institution statewide. That connectivity would enable fast-growing cybersecurity training programs offered by Utah schools and institutions to collaboratively share training, best practices and test environments (“sandboxes”) for students.

Research, Grants and Partnerships

UETN, in close partnership with the University of Utah, works with other state public networks nationwide in coordinating policy, advocacy and best practices in cybersecurity. A unified funding approach to resourcing cybersecurity needs in education would further stretch potential federal funding opportunities.

Physical School Security Collaboration

An unsecure IT physical space exposes a school to theft, damage, and data compromise. Likewise, schools are interconnected facilities where physical space is monitored and maintained via connected IT networks including security surveillance, HVAC, doors and high cost capital assets (A/V equipment, labs, administrative systems, etc.). UETN participates in the Communication and Technology Integration Subcommittee to the Utah Legislature’s School Safety Taskforce to help LEAs to implement appropriate physical security presence in conjunction with education cybersecurity efforts.

Optional Managed Security Services as Requested by LEA

UETN could augment, consult on, and provide additional cost-effective managed security services and threat detection for entities needing greater security support. These services could include vulnerability management, endpoint monitoring, firewall management, security policy management.

Funding Detail

Funding estimate: \$8.2m

- \$2.2m: K-12 Consortium Security Tools Research and Purchase (Estimated consortium savings: 28-47% annually)
- \$5m: Higher Education access management tools, additional monitoring software
- \$500k: UETN Staffing (4-5 personnel: Security Center Manager, Security Tools Administrator, 2-3 Security Analysts)
- \$500k: USHE Staffing (4 personnel: 1 Program Manager, 2 Security Analysts)

Proposed Board Action

Prioritize this request for new ongoing funds to the Governor and Utah Legislature, instruct UETN staff to pursue these funds in connection with the 2024 Legislative Session.

UETN 2024 Legislative Budget Priority: Education Software: \$5.2m

Background

In an increasingly digital and interconnected world, software proficiency is a fundamental skill that transcends academic disciplines. It empowers students to explore, create, and innovate, fostering critical thinking and problem-solving abilities. Equitable access to software levels the playing field, bridging socio-economic gaps and enabling every student to participate more fully in modern education. Whether it's coding, design, research, or collaboration, software availability not only enhances academic performance but also prepares Utah's students for future careers in a technology-driven landscape, ultimately contributing to the state's progress and workforce competitiveness on a global scale.

Software amenities have expanded into critical needs in both K-12 and higher education in recent years. Usage has significantly increased due to greater hybridization of educational delivery via technology, and increased access to broadband internet and supported devices. UETN currently licenses 39 software products on behalf of public and higher education. 13 software products are paid for by appropriated funds (one-time and ongoing) by the Legislature specific to the software.

UETN's consortium licensing capability results in an average 37% savings to public and higher education, streamlined training and faculty support, and influence over product improvements. Business efficiencies achieved through UETN consortium licensing allow education and library partners to focus on their students, faculty, and patrons.

Proposed Use of New Funds

State funding is typically sought for "common good" products in which there is: high student utilization (at least 50%), applicability to use in post-education career opportunities, and opportunities for negotiated discounted pricing via UETN.

State-funded Ongoing Software Licensing Needs	FY25	FY26	FY27
Research and E Books	\$1,200,000	-	-
Learning Platform Add-ons	-	2,000,000	1,300,000
Multimedia Tools	4,000,000	500,000	-
Total Requested	5,200,000	2,500,000	1,300,000

Funding Detail

Funding estimate: \$5.2m

- \$950k – Scribble Research and Writing
- \$250k – Online Library (projected)
- \$4m – Adobe Suite (K-12 + Higher Education)

Proposed Board Action

Prioritize this request for new ongoing funds to the Governor and Utah Legislature, instruct UETN staff to pursue these funds in connection with the 2024 Legislative Session.

UTAH EDUCATION AND TELEHEALTH NETWORK

Agenda Item Details

Meeting Sep 08, 2023 - UETN Board Meeting and Retreat

Category 2. 10:30-11:45 Board Business

Subject 2.3 Executive Director Report

Type

Spencer will provide an update to the Board.

UTAH EDUCATION AND TELEHEALTH NETWORK

Agenda Item Details

Meeting	Sep 08, 2023 - UETN Board Meeting and Retreat
Category	2. 10:30-11:45 Board Business
Subject	2.4 Advisory Councils
Type	

The Board will hear from chairs of the Advisory Councils or their designee:

Telehealth Advisory Council - Matt McCullough

UEN Advisory Council - Rick Gaisford

Board Member Greg Sherer will provide an update on recent activities of the Technology Advisory Committee.

UTAH EDUCATION AND TELEHEALTH NETWORK

Agenda Item Details

Meeting Sep 08, 2023 - UETN Board Meeting and Retreat

Category 4. 12:30-2:00 Retreat Activities

Subject 4.1 Introduction and Main Findings

Type

Consultant Elwood Downing will lead the Board in a discussion of his research and findings.

UTAH EDUCATION AND TELEHEALTH NETWORK

Agenda Item Details

Meeting	Sep 08, 2023 - UETN Board Meeting and Retreat
Category	4. 12:30-2:00 Retreat Activities
Subject	4.2 Role of the Board
Type	

UTAH EDUCATION AND TELEHEALTH NETWORK

Agenda Item Details

Meeting	Sep 08, 2023 - UETN Board Meeting and Retreat
Category	4. 12:30-2:00 Retreat Activities
Subject	4.3 Role of the Advisory Councils
Type	

UTAH EDUCATION AND TELEHEALTH NETWORK

Agenda Item Details

Meeting	Sep 08, 2023 - UETN Board Meeting and Retreat
Category	4. 12:30-2:00 Retreat Activities
Subject	4.4 Recap of Feedback and Input
Type	

UTAH EDUCATION AND TELEHEALTH NETWORK

Agenda Item Details

Meeting Sep 08, 2023 - UETN Board Meeting and Retreat
Category 6. 2:15-3:45 Retreat Activities
Subject 6.1 Consultant Recommendations and Discussion
Type

Referencing the attached, consultant Elwood Downing will summarize recommendations for the Board to consider, along with discussion of the Board.

[Board-Retreat-3-Discussion-Topics.docx \(30 KB\)](#)

[Board-Retreat-3-Discussion-Topics.pdf \(94 KB\)](#)



Discussion Topic Board Retreat September 8, 2023

1. Chair and Vice Chair Terms 15 minutes

- What are the pros and cons of defining term limits?

Pros:

Cons:

- If yes, how should the term be defined?

- If no, why do you think the Chair and Vice Chair should not have term limits?
-



Discussion Topic

Board Retreat

September 8, 2023

2. Committees: 15 Minutes

Governance (Nominations and Policies) – This committee would meet with the chairs or vice chairs of the Education and Telehealth Advisory Councils to align the members with the statute and to review and support the councils with nominations.

The committee would also review policies and meet with UETN staff, applicable advisory council chair or vice chair for input on new and existing policies, including Bylaws, advisory council and committee guidelines, which impact the UETN community, staff, and board. This committee would report out to Board members on its support and recommendations on any nominations before the board and any related policies for further discussion.

- What are the pros and cons of adding a Governance Committee?

Pros:

Cons:

- What are your thoughts on this approach and the impact it would have on Advisory Council and Board Engagement?
 - If yes, who should chair the Governance Committee?
 - Who should be members?
 - Should there be terms for the members?
 - If no, how would future governance handled within the Board?
-



Discussion Topic

Board Retreat

September 8, 2023

Committees:

Finance (Budget, Funding, and Audit) – This committee would meet with UETN finance director, executive director, and other key stakeholders responsible for budgeting and reporting.

The committee would be responsible to ensure the integrity of financial reporting, compliance, and management of financial risks, including reviewing funding request and preparation of the UETN Legislative Budget request. This committee would report out to Board members on its support, recommendations, and any potential risk for further discussion.

- What are the pros and cons of adding a Finance Committee?

Pros:

Cons:

- What are your thoughts on this approach and the impact it would have on Board Engagement?
 - If yes, who should chair the Finance Committee?
 - Who should be members?
 - Should there be terms for the members?
 - If no, how would future financial matters handled within the Board?
-



Discussion Topic

Board Retreat

September 8, 2023

3. TAC – Technology 20 minutes

- What does Technology encompass from your perspective?

- What are the pros and cons of keeping the TAC as a Committee versus an Advisory Council in the statute of UETN?

Pros:

Cons:

- If yes, why do you believe the TAC would be more effective as a defined Advisory Council versus a Board defined standing committee?
-



Board Retreat September 8, 2023

2. Committees: 15 Minutes

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Pros:

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- What are your thoughts on this approach and the impact it would have on Advisory Council and Board Engagement?
 - If yes, who should chair the Governance Committee?
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 - If no, how would future governance handled within the Board?
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Board Retreat September 8, 2023

Committees:

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- What are the pros and cons of adding a Finance Committee?

Pros:

Cons:

- What are your thoughts on this approach and the impact it would have on Board Engagement?
 - If yes, who should chair the Finance Committee?
 - Who should be members?
 - Should there be terms for the members?
 - If no, how would future financial matters handled within the Board?
-



Board Retreat September 8, 2023

3. TAC – Technology 20 minutes

- What does Technology encompass from your perspective?

- What are the pros and cons of keeping the TAC as a Committee versus an Advisory Council in the statue of UETN?

Pros:

Cons:

- If yes, why do you believe the TAC would be more effective as a defined Advisory Council versus a Board defined standing committee?
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UTAH EDUCATION AND TELEHEALTH NETWORK

Agenda Item Details

Meeting	Sep 08, 2023 - UETN Board Meeting and Retreat
Category	7. 3:45-4:00 Summary and Next Steps
Subject	7.1 Next Meeting
Type	

The next meeting of the UETN Board is October 13, 2023 from 9:00 to 11:00 a.m.

The meeting details, agenda, and materials will be posted here:

<https://uetn.org/governance/meetings.php>