USF Health
Campus Security Camera System Meeting
June 13, 2013
1:30 – 2:25pm, MDC 1419
MINUTES

<u>**Attendees Present**</u>:

Christopher Martinez – USF IT	Nainan Desai – USF Physical Plant	Robin Jones – HSC Facilities
Stan Douglas – HSC Facilities	Hoang Nguyen – USF Physical Plant	

<u>**Members Absent:**</u>

George Ellis – USF IT	Nathan Rice – USF IT	Frank Wassenberg – HSC PD
Robert Westfall – HSC PD	Mike Klingebiel – USF UP	Ken DeShong – HSC IS
Brian Ippolito -USF Physical Plant		

I.   **Welcome:**   Stan Douglas welcomed attendees to this meeting and summarized the agenda. Also the minutes from the last meeting were reviewed and approved.

II. **Meeting**
     Overview: Meeting format followed the CSCS improvement strategies as outlined from previous meetings. Our focus is to continue work on these strategies and develop implementation plans for improving the system's management and work processes. What follows is a listing of those strategies and a status update on implementation plans supporting the same.

III. **CSCS Improvement Strategies**

A. PPD and USF IT will work jointly with USF Health Facilities/IS to determine the exact number of analog/DVR and IP cameras in the HSC area inventory, and develop a draft plan which will include converting units, needed systems connectivity, and the estimated cost associated with this work.

B. PPD/USF IT to work with Health IS to identify and resolve network firewall issues and identify the number of necessary switch ports required to support all planned IP camera change-outs.

C. PPD and USF IT (Health IS to assist) <u>will quickly work</u> to resolve network/firewall issues related to the IP camera web viewer on Health UP computers to allow HSC Police to view pertinent areas of responsibility. Followed by resolving the same for certain HSC Facilities personnel workstations. Note that dedicated viewing workstations may be required due to firewall issues.

D. Health Facilities will request new camera installs using the current Space Impact Request process. The newer IP cameras have a mechanism to notify PPD when a HSC camera fails. On receiving such notice from the system, PPD will contact Health Facilities (4-3017).

IV. **Progress Updates and Discussion Corresponding to Items in the Above Section**

A. The following are bullet responses for the above corresponding letter item:
   i.   It was reported that there are approximately 292 analog/DVR cameras in the HSC area. As confirmation of the camera count continues, the mapping of locations for these cameras is also moving forward.
   ii. An approximate number, of possibly six (6) Switch Port units (48 ports per switch), was given to support the possible 300 cameras in the HSC inventory.
   iii. As we transition from the old analog/DVR camera types to new IP units, it is noted that an additional $150.00 per new IP camera purchase be added to the cost. This additional cost will

cover necessary switch port purchasing and installations for the overall inventory. This would bring the total cost per IP camera to $2,150.00….which gives us a rough budget number of $645,000 for the entire HSC IP camera conversion piece.

    iv. Again, once the overall HSC camera plan is developed, there may be several methods developed to fund project/plan, i.e. phasing, by department, by college or school, etc.

    v. A proposal for twelve (12) new IP cameras in MDN was presented and briefly discussed. At a cost of $24,000, this proposal will correct most of the issues associated with MDN network. However, image viewing for these new cameras is questionable.

B. The following bullet responses contain updates of the USF network firewalls and associated issues:

    i. Still only PPD and campus IT are receiving the views of IP cameras in the system

    ii. A TMG Box/Server was discussed as a possible IT solution to Fire Wall issues that currently exist and prevent HSC IP cameras owners from receiving images on their computers. This proposed server feed is still in the IT/PPD test phases, but sounds promising as a long solution and fix to this situation.

    iii. In addition to this TMG virtual server routing approach for HSC IP cameras, the PPD/IT/HSC IS formed Technical Work Group continues exploring and discussing more options.

C. The following bullets responses correspond to the letter item in the above section:

    i. The temporary solution of using a PPD stand along workstation for Health UP to connect to the CSCS IP network and view camera images appears to be working. PPD is currently working with HSC Facilities to connect other designated users/viewers to the network.

D. The following bullet response correspond to the letter item in the above section:

    i. It is suggested that camera install request (thru the Space Impact Request process) initiated by HSC Facilities be assigned back to HSC once approved. The assigned HSC PM would immediately contact Toufic Moumne, Facilities Enhancement Director, in PPD to allow him to assign a PPD PM and facilitate the new camera installation processes. This is a suggested process improvement, which will allow HSC camera installs to move forward more rapidly.

V. Action Items and Next Steps (as they correspond to the above):

A. Next Steps

    i. Draft versions of the HSC Camera Plan will be shared at the next meeting (by HSC IT and Health Facilities).

    ii. A proposed funding/phasing approach will be discussed, for the Plan, at the next meeting.

    iii. The MDN proposed camera inventory/plan drawings is deemed critical and will be presented as the first part of the developed plan at the next meeting. The MDN $24,000 proposal for twelve (12) new IP cameras will be explained in detail. Also clarification on what equipment and cameras, the previous work order request from HSC Facilities and MDN (Nursing) at the cost of $63,000 and ~$7,000, respectively, provided to HSC.

B. Next Steps

    i. The Technical Work Group will provide a status update on the TMG virtual server implementation and report out on other possible Firewall solutions, if necessary

    ii. A schematic diagram of the network/firewall layout will be presented by PPD/IT.

C. Next Steps

    i. The PPD Workstation solution for Health UP will be confirmed, as well as have other designated HSC Facilities users connected to this temporary solution for IP camera image viewing.

D. Next Steps
      i. PPD to confirm the last HSC Facilities process improvement suggestion was well received.

VI. Meeting adjourned at ~2:25 pm

VII. Minutes submitted by Stan Douglas, HSC Facilities

Next Meeting: July 25, 2013 @ 1:30 pm, in MDC 1419