

CONNECTIONS WEEKLY SYSTEM UPDATE



To: CONNECTIONS Implementation Coordinators
From: CONNECTIONS Communications
CC: LAN Administrators/Security Coordinators, Keyusers,
OCFS~Directors of Services, CONNECTIONS Project
Team
Date: September 24, 2004
Re: Activities for the week of 9/24/04-10/1/04

1. **CONNECTIONS Build 17.5**

CONNECTIONS Build 17.5 is scheduled for release on Friday evening, October 22, 2004. This Build will include modifications and enhancements to the Progress Notes, Injury List Detail and Safety Assessment. It is anticipated that the CONNECTIONS Application will be brought down on Friday evening, October 22nd and during that time CONNECTIONS downtime procedures will be implemented for the transmission of CPS reports between the SCR, ECS and local districts. Network Exchange/Outlook e-mail will be available during this time period.

Please note that the Build 17.5 Release Notes and Schedule Memo will be forwarded to Implementation Coordinators and Directors of Services during the first week in October.

2. **Recall of AC Adapters for Notebook Computers**

The US Consumer Product Safety Commission recently announced (September 2, 2004) the recall of International Business Machine (IBM) 56 W AC power adapters that were shipped primarily with the IBM ThinkPad i Series, 390 and 240 Series, and s Series notebook computers. (manufacturer: Delta Electronics Inc.). The adapters have three hollow pins at the AC inlet and part number 02K6549 on a label on the top of the unit. The IBM logo appears on top of the unit. It should be noted that adapters with solid pins are not included in this recall. The identified hazard accounts that the adapters can overheat, cause damage to the

circuit board and melt through the housing, which poses a fire and electrical shock hazard to consumers.

The remedy identified in this recall is to contact IBM at (800) 410-5629, between 8:00 AM and 8:00 PM ET Monday through Friday, or log on to IBM's replacement unit Web site at www.AdapterProgram.com.

3. **CONNECTIONS *Draft* Build 18 Training Schedule**

The **draft** Build 18 Training Schedule provides a day-by-day agenda of each class, for each Wave, through Wave 7. The schedule will be forwarded to Implementation Coordinators, Staff Development Coordinators and Directors of Services the beginning of next week. This schedule will also be posted on the CONNECTIONS intranet web site on the Training Info and Schedule page. Please note that the schedule is being presented in **draft** version and changes may be made to the current version. The intent of distribution at this time is to provide each district and agency with an idea of when and where classes will be provided within their implementation wave. This information is intended to enable districts and agencies to begin advanced planning to ensure that all of the staff that needs to be trained will be able to get to the training. In addition, those districts or agencies who have agreed to provide mobile lab sites, or classrooms, will be able to see approximately when, and for how many days, we will need your facilities. Please note that since this schedule is in a **draft** version, we are not taking currently accepting registrations.

A final announcement and schedule will be issued in the near future and at that time we will be taking registrations based on that schedule in STARS, as well as by phone, or fax. If you have questions about the content of the schedule, please contact Sheryl Galinski at the SUNY Training Strategies Group at 1-877-451-4835 or via email: sgalinski@tsg.suny.edu.

4. **Data Warehouse Report ~ Organizational Hierarchy Report**

The Organizational Hierarchy Report allows users to view the organizational hierarchy for their agency in a pre-defined report. The purpose of the report is to allow a district or agency to drag and drop units to create an organizational hierarchy in CONNECTIONS. In the Data Warehouse, this report allows users to view all of the units in their District/Agency Organizational Hierarchy. This report may be printed or exported to Excel. A further description of the report is attached below.



Organizational
Hierarchy Repor...

5. Data Warehouse Report ~ Conversion Planning Report

Please Note: *The path to the Conversion Planning Report was incorrect in the previous issuance of the document. The corrected path is identified below, as well as highlighted in the attached document.*

The path to the report is: *\\fnpcfs0a1ac\groups\connections. You will then find a subdirectory called BUILD 18. Open that and you will find two directories Conversion and MPR. You will locate your Conversion Planning Report by "Your District ID - Your District Name". The report will be password protected. Initial access and the password will be given to the Implementation Coordinator at your district by the assigned Field Support staff for your county. If you wish to add someone for access to the folder, please notify your CONNECTIONS Regional Field Support person via email or letter and we will set that person up as well.*

The Conversion Planning Report is identified as a data clean-up report that will be produced the third week of every month. This report provides the status of WMS to CONNECTIONS conversion as of the date that it is run. Local districts should review the Conversion Planning Report in order to make decisions regarding cleaning up data in CONNECTIONS, WMS and CCRS, prior to the actual live conversion. The attached document includes directions regarding the use of this report, as well as how to access it. The aforementioned instructional document will be forwarded to local district Implementation Coordinators and Directors of Services next week. It will also be posted on the CONNECTIONS intranet website on the Implementation page.



Conversion
Planning Report - I.

6. New York State Office for Technology Human Services Network - Network Integration Services (NIS)

The NYS OFT Human Services Network and the CONNECTIONS project are pleased to announce the availability of Network Integration Services (NIS). The objective of this initiative, offered by the NYS OFT, is to allow local district and voluntary agency staff access to the CONNECTIONS Application, via local district and voluntary agency owned PCs, thus utilizing router-to-router connectivity. The attached document identifies information related to the submission procedure, the implementation plan, contact information, as well as a summary of offerings.

It should be noted that this document is posted on the OFT Customer Relations website. The path to the document is:
http://sdssnet5/crcc/nis/nis_voluntary_menu.doc



NISMenu
Number Revision.

7. Webstar 2000 and nyseWebstar LearnLinc Training Course

PDP's Computer Training Services Unit is pleased to announce a new LearnLinc training course for local district and voluntary agency Security Coordinators and Back-up Security Coordinators, or other individuals in local districts or voluntary agencies who use Webstar 2000 and nyseWebstar. The class schedule includes the following training dates: Wednesday, September 15th (10:00AM-12:00PM) and Wednesday, September 29th (10:00AM-12:00PM). For information regarding a course description, course outline and registration information please see the attached document.



.earnLinc Webstar
and nyseWebs...

8. Government Technology Conference East ~ September 27-30, 2004

The annual Government Technology Conference, the premier training event for state and local government, will be held at the Empire State Plaza and will begin on Monday, September 27th to conclude Thursday, September 30th. For complete conference information you may visit the conference website at www.govtech.net/gtcE4 or, contact Maureen Torncello at (518) 435-1106 (mtorn@govtech.net).

9. HSEN NYSeMail Update for Voluntary Agencies

As you may be aware, the NYS Office for Technology has been engaged in the process of upgrading the Human Services Network E-mail system of local districts to a new and improved E-mail platform known as NYSeMail. In the near future voluntary agencies will also be involved in this initiative.

The two attachments below were drafted to describe and define this new initiative. The first attachment is an introductory letter, that was forwarded to voluntary agency Implementation Coordinators earlier this week, the second attachment outlines the major benefits and features of NYSeMail through the forum of frequently asked questions.



Welcome Letter
/A NYSeMail.d..



Email FAQ
HSEN.doc

10. HSEN NYSeMail Schedule Report

The schedule below identifies the migration activities of the Human

Services Enterprise Network (HSEN) NYSeMail for local districts.

Attention: Due to technical issues the 9/11-9/12 SCR NYSeMail migration was postponed. We expect to re-schedule it

9/13/04 – Day 1 Support – Onondaga, Ontario, Cortland, Chenango, Montgomery

9/13/04 – Data Moves – Westchester (5 Sites)

9/17/04 – Migrations – Westchester (5 Sites), Erie

Caching Enabled (This date is when the customers will experience the initial cache synchronization)

9/14 – Suffolk, Oneida, Tompkins

9/16 – Suffolk, Oneida

Site Name	5.x-5.5 Move	Client Upgrade	Migration	Day 1 Support
Onondaga	8/23/2004	8/4/2004	9/10/2004	9/13/2004
Ontario	9/7/2004	7/21/2004	9/10/2004	9/13/2004
Cortland	9/7/2004	8/11/2004	9/10/2004	9/13/2004
Chenango	9/9/2004	7/28/2004	9/10/2004	9/13/2004
Montgomery	9/7/2004	8/11/2004	9/10/2004	9/13/2004
Westchester	9/13/2004	8/18/2004	9/17/2004	9/20/2004
Westchester2	9/13/2004	8/18/2004	9/17/2004	9/20/2004
Westchester3	9/13/2004	8/18/2004	9/17/2004	9/20/2004
Westchester4	9/13/2004	8/18/2004	9/17/2004	9/20/2004
Westchester5	9/13/2004	8/18/2004	9/17/2004	9/20/2004
Erie	9/7/2004	8/18/2004	9/17/2004	9/20/2004
OCFS – SCR	TBD	TBD	TBD	TBD
ACS - Group 1	11/5-6-7/04	9/13/2004	11/5-6-7/04	11/8-9-10/04

11. IBM Motherboard Replacement Notice Schedule Update

OCFS, in conjunction with OFT and IBM, has undertaken a hardware replacement project to address *potential* problems with certain PC's. The 9700 PC's at issue are IBM model 6579/A40P. These comprise the CONNECTIONS 75% Desktop PC rollout that occurred in 2001–02. The 75% replacement PC's were the tan/beige colored models. These comprise approximately 75% of the so-called CONNECTIONS "tech refresh" rollout. Procedurally, a visiting technician will open each PC to inspect the motherboard's capacitor and replace it, if necessary. The procedure requires approximately 45 minutes per PC. A list of PC serial numbers to be inspected should be provided in advance of, or, at the time

of the site visit. The procedure should not affect hard drive contents. However, as a precaution, users should move/copy critical documents or folders from the hard drive to a network drive (e.g. user directory). A site schedule is being issued on a monthly basis. IBM staff will notify designated contacts at scheduled sites in advance of the scheduled start date to confirm the visit or, reschedule in the event of conflicts.

The updated site schedule is attached below.



A40 Replacement
Summary & Schedule



Weekly Schedule for
System Board Replac

If you have any questions related to the above, you may contact Paul Gavry/OCFS IT Operations.

12. **CONNECTIONS System Down Time**

Due to regularly scheduled maintenance CONNECTIONS will be unavailable on:

Friday, 9/24/04 from 5:00 AM - 7:00 AM

Wednesday, 9/29/04 5:00 AM - 7:00AM

Friday, 10/1/04 from 5:00 AM - 7:00 AM

13. **Microsoft Exchange Mail Servers**

Due to regularly scheduled maintenance on MS Exchange E-mail 5.0 servers, all Exchange E-mail 5.0 servers will be unavailable on:

Sunday, 9/26/04 from 1:00 AM - 6:00 AM

Sunday, 10/3/04 from 1:00 AM - 6:00 AM