



New Jersey Schools Insurance Group

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Board of Trustees Meeting of November 18, 2015 Information Technology Report

New Office Moves

➤ **Disaster recovery office 500 Campus Drive Marlboro, NJ**

The landlord is still waiting for the building permits to start construction. We have been told that once the permits are in hand construction should not take more than 2 weeks. Our cabling vendor (T-Star Communications) has received his permits and will begin wiring the office for voice and data on November 17, 2015. We are shooting for a December 14, 2015 move in date.

➤ **New Mount Laurel Office 6000 Midlantic Drive Mount Laurel, NJ**

Although this project has been a lot of work with scheduling and managing vendors, the project is running on schedule. The office is wired for data and voice; all lines have been terminated and tested.

Verizon and Broadview will complete their testing on the 50mb Ethernet line on November 17, 2015, at that time the server room will be ready for our servers.

Security on all entrances to the suites and server room will be installed on December 1st.

We will be moving all server equipment and workstations from Burlington to the new Mount Laurel office on Friday, December 4, 2015. Other office furniture will be moved to the new site on December 5, 2015. The IT department will work through Friday night and over the weekend to have the servers and workstations setup and operational for the employees arrival on December 7, 2015.

I would like to recognize Rebecca Iglesias, Renee Johnson-Payne and Joanne Gunter for the excellent job they did with the furniture, office design and many other efforts they contributed to this move.

Jeff Cook

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