

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting; (No official action of any of those bodies will be taken).

**CITY OF MENASHA  
IT STEERING COMMITTEE  
Training Room  
Menasha Police Department  
August 20, 2013  
8:00 AM  
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [July 9, 2013](#)
- D. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THIS AGENDA.  
(Five (5) minute time limit for each person)
- E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
  - 1. Staff update on status of projects/operations/costs
  - 2. Survey results
- F. ACTION ITEMS
  - 1. [Review of voicemail upgrade proposal](#)
  - 2. Review of 2014 preliminary budget
  - 3. IT Steering Committee meeting notices and minutes being posted
  - 4. Committee discussion and action on next IT Steering Committee Meeting date
- G. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

**CITY OF MENASHA  
IT STEERING COMMITTEE  
July 9, 2013  
MINUTES**

**A. CALL TO ORDER**

Styka called the meeting to order.

**B. ROLL CALL/EXCUSED ABSENCES**

Committee members Ald. Nichols, CA/HR Director Captain, Director Keil (arrived after start of meeting), IT Manager Lacey, Director Nett, Interim Comptroller/Treasurer Sassman and Chief Styka were present. Also present was IT Supervisor Patrick James.

**C. MINUTES TO APPROVE**

Motion to approve the June 4, 2013 minutes was made and seconded by Lacey and Nichols, respectively. Motion carried.

**D. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THIS AGENDA**

None

**E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS**

Lacey provided a handout – IT Project Timeline for 2013. Discussion ensued. In the third quarter 2 tablets will be added to Health as a result of grant funding.

**F. ACTION ITEMS**

**1. Further Committee discussion on current infrastructure and begin development of a strategic plan**

The Committee reviewed the 2011 copy of the IT Inventory list that is still being updated by IT staff. Ald. Nichols identified the need for a completed inventory for strategic planning. There needs to be an identification of the most critical areas that need replacement with 1-3 years and what is high, medium and low priority. IT staff talked about identification of mission critical or essential devices and UPS (uninterrupted power system). There have been instances of power outages “frying” devices. Also discussed was IT staff exploration of concepts for the telephone system replacement. Replacement of the system is estimated at approximately \$100,000 (+-20-50,000). About 1/3 of the funds are set aside in the 2013 budget.

**2. Committee approval of employee survey**

Discussion ensued on a sample survey Styka put together. Survey will be sent out to users before next meeting.

**3. Committee discussion and action on next IT Steering Committee Meeting date**

August 20, 2013 at 8:00 a.m.

**G. ADJOURNMENT**

Meeting adjourned by motion made and seconded by Captain and Keil, respectively. Motion carried.



April 26, 2013

Patrick James  
City of Menasha  
140 Main St.  
Menasha, Wi 54952

Dear Patrick,

Fred Stoeger (our sales manager) mentioned to me that you were interested in some literature on the IPedge system from Toshiba. I hope you'll find that this system will fit your needs. We're very excited about the new technology that is available and strongly believe in its value!

Please feel free to call myself or Fred with any questions.

Sincerely,

A handwritten signature in black ink that reads "Kathy Tonn". The signature is fluid and cursive, with a red horizontal line underlining the name.

Kathy Tonn  
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## PRESS RELEASES

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press releases on our website. Here are



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### Toshiba Now Offers the IPedge Application Server for Strata CIX, Bringing IPedge Applications to Strata CIX Users

**IRVINE, Calif., April 30, 2013**—Toshiba America Information Systems Inc., Telecommunication Systems Division (Toshiba—[www.telecom.toshiba.com](http://www.telecom.toshiba.com)) today announced the availability of IPedge® Application Server for users of Toshiba's Strata® CIX™ IP business telephone systems. Adding IPedge to the Strata CIX brings IPedge unified messaging, mobility, unified communications, and meeting collaboration applications to Strata CIX users. Applications include IPedge Unified Messaging, IPMobility for mobility and single-number reach, IPedge Call Manager™ on PC for unified communications, and IPedge Meeting for audio, Web, and video collaboration. Users of Toshiba's legacy Strata CTX digital business telephone systems can also upgrade to Strata CIX and add IPedge as an application server to enable these advanced solutions.

"By making IPedge available as an application server to Strata CIX and Strata CTX users, we at Toshiba are bringing the latest IP unified communications and mobility solutions to our legacy users," said Brian Metherell, vice president and general manager of Toshiba America Information Systems Inc., Telecommunication Systems Division. "Using IPedge as an app server gives users of Strata CIX and Strata CTX systems all the application benefits of the IPedge without entirely moving to IP, an affordable solution that lets them mix-and-match digital and IP endpoints as necessary for their businesses. It also focuses and streamlines our application server portfolio across our CIX, IPedge, and VIPedge™ product lines for our Authorized Toshiba Dealers."

Using IPedge as an application server, Strata CIX users can take advantage of the following Toshiba applications:

- IPedge Unified Messaging, which delivers voice mail and unified messaging to the user's email inbox.
- IPMobility, which provides single-number reach to Apple® and Android™ smartphone devices, enabling them to act as an extension of the IPedge and/or Strata CIX IP business telephone systems for both incoming and outgoing calls. Users need only to provide their office telephone numbers to receive incoming calls and display their office Caller ID for outgoing calls. In addition, IPMobility provides visual voice mail to remotely manage and control Strata CIX Messaging voice mailboxes.
- IPedge Call Manager, which empowers the user's PC with call control on the Strata CIX so the user can make calls from an existing Contacts list, see phone presence information, text chat with colleagues, and make or receive calls via the integrated soft phone.
- IPedge Meeting, making conference calls more effective by providing an audio conference bridge with Outlook® Calendar invite support and allowing users to share their desktops and video, all within a standards-based Web browser.

#### Compatibility

IPedge Application Server is compatible with all the Strata CIX models: Strata CIX 40 (4â€11 trunks or 8â€40 telephones); Strata CIX 100 (up to 112 trunks and telephones); Strata CIX 200 (up to 192 trunks and telephones); Strata CIX 670 (up to 672 trunks and telephones); and Strata CIX 1200 (up to 1,152 trunks and telephones) models. It is also compatible with Toshiba's legacy Strata CTX systems when the processor and software are upgraded to Strata CIX.

#### Availability

Now available in three system sizes: the IPedge EP Application Server (up to 40 users), IPedge EC Application Server (up to 200 users), and IPedge EM Application Server (up to 800 users). Please see Toshiba documentation for the specific application capacities on each server.

**For an Authorized Toshiba Dealer, visit:** [www.telecom.toshiba.com](http://www.telecom.toshiba.com)

To subscribe to the Toshiba Telecom Blog, visit <http://blog.telecom.toshiba.com/>.

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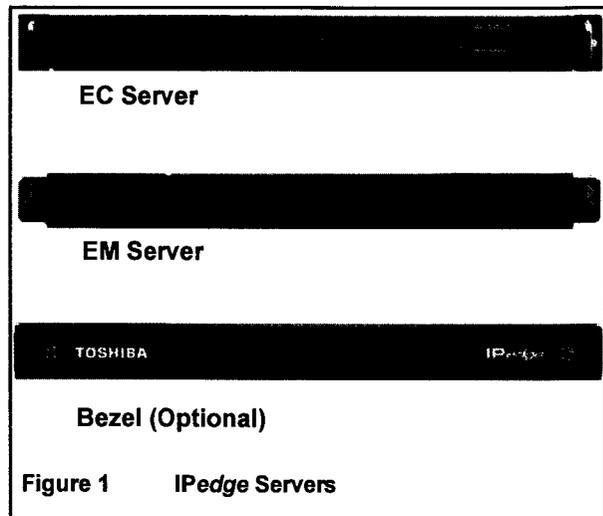
## Introducing IPedge – Toshiba’s Next Generation IP Communication System

Toshiba is proud to announce the release of IPedge, a pure IP system. The IPedge system performs call processing, voice mail, unified messaging, media processing which includes conferencing and paging, meet-me conferencing with web collaboration<sup>1</sup>, centralized management, Call Manager unified communications, and more. IPedge uses Red Hat Enterprise Linux 5.4 for the base operating system that provides a high level of scalability and security.

Networking between IPedge servers and/or Strata CIX systems is enabled via IPedge Net using one IP address.

The IPedge solution is easy to install and is initially available in two different sizes depending on the number of users, applications, and conferencing needs. At this time Toshiba will release two server sizes – one for applications up to 200 users and the other for up to 1,000 users; the EC and EM size servers (shown right). In the future, the system size will grow by adding more servers.

IPedge can also connect to a MAS or MicroMAS to run ACD and TASKE, and it can connect to uMobility and other external applications.



### Product Line Strategy

With the launch of IPedge, Toshiba will be carrying and supporting two separate and complimentary product lines, IPedge and Strata CIX systems. IPedge is a software centric platform designed for customers who want to deploy on an all IP network infrastructure to realize the savings of managing a single network. Strata CIX40, CIX100, CIX200, CIX670 and CIX1200 systems continue to provide excellent converged solutions for customers who want a mix of IP, digital, and analog endpoint devices connected to their system along with IP telephony applications. IPedge and Strata CIX solutions can also work together as networked systems.

1. IPedge Meeting software is integrated into the IPedge system. License activation is available Summer 2011 with announced upgrade.



**A HIGHER STANDARD**

**City of Menasha**

140 Main Street  
Menasha, WI 54952

**Jeff Lacey/Patrick James**

**Schedule A**

**Toshiba IP Application Server**

The following proposal is a 12 port IP Application Server with 230 mailboxes (200 users plus 30 scripts), including Unified Messaging (voice mail, email, smart phone), IP Mobility (desk phone, smart phone) and options to add Call Manager (pc integration), Conferencing and Video. Included is a 5 year server and software upgrade warranty.

1	each	I-EC-1A	IPedge Rack Mount Server
1	each	I-APP-EC	IPedge Base License
1	each	I-EC-BZL-1A	"Red" Locking Security Bezel
1	each	I-EC-RAID1-KIT	Raid1 Hardware Upgrade Kit
1	each	I-EC-RL2-1A	Two Post Rail Kit
230	each	I-MSG-ADV	Advanced User License
1	each	MIPU-16	16 Port IP Station Card
12	each	IP-PORT	IP Endpoint License

Installation/Programming/Training

**Total: \$12,500.00** (tax exempt)

City of Menasha/ Authorized Signature

May 23, 2013

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