

November 6, 2003

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 03-15
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TO: ALL JOB CORPS NATIONAL OFFICE SENIOR STAFF
ALL JOB CORPS REGIONAL DIRECTORS
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS AND CTS CONTRACTORS

FROM: RICHARD C. TRIGG
National Director
Office of Job Corps

SUBJECT: National Data Center Relocation to Austin, Texas

1. Purpose. To announce the planned move of the National Data Center to Austin, Texas.

2. Background. The National Data Center was established in 1991 to support student pay and performance reporting. Over the last 12 years, the National Data Center community of users has increased from 500 to 15,000, and the complexity of the Information Technology (IT) projects have grown to include:

- e-mail and office automation support;
- center networks design, support ,and wiring projects;
- software development;
- voice communications;
- learning technology;
- web support;
- statistical analysis; and,
- special projects

3. New National Data Center Facility. The new facility for the National Data Center was previously a data center for a state agency in Austin, TX. This facility has the capacity to increase communication speed by tripling the number of current data lines which will provide Job Corps users with faster/improved:

- access to CDSS applications;
- data transfer;

- access to the internet;
- email;
- voice and communications; and,
- higher quality video

The new facility is also compliant with Federal Security Regulations.

4. Fail-Safe Backup Site. In accordance with new federal regulations, the national office has been working towards establishing a disaster recovery site for Job Corps' IT operations, in the event of a major catastrophic occurrence or natural disaster. The disaster recovery site, located in Maine, is scheduled for completion in December 2003.

The disaster recovery site will also provide the student database and CDSS application support for Job Corps during the relocation of the National Data Center from San Marcos to Austin.

5. Transition. The new National Data Center in Austin will function as the primary site for all CDSS application support. The transition process is expected to be completed by the first quarter of 2004.

6. Additional information. Photos and additional information on the transition to the Austin site is available on the Job Corps community website at the following URL:

<http://jcweb.jcdcnet.org/services/transition/instr.htm> (for on-center users connected to the Job Corps network)

<http://jcweb.jobcorps.org:7108/services/transition/instr.htm> (for off-center users including the national and regional offices). Click "Your Job Corps National Data Center is moving".

Please note that the website's "Instructions" page contains a link for dialup users with low-speed connections.

7. Action. Addressees are to ensure that a copy of this Notice is distributed to all staff.

8. Expiration Date. Until superseded.

9. Inquiries. Inquiries regarding this Notice should be directed to Linda Estep at (<mailto:EstepL@jcdc.jobcorps.org>).