

## **Access Idaho Steering Committee**

Idaho Technology Authority (ITA)

**Meeting Minutes - Thursday, March 24, 2016**

*(Approved via email – June 20, 2016)*

The March 24, 2016 Access Idaho Steering Committee meeting was held at 1:30 p.m. in Conference Room 155, LBJ Building, 650 West State Street, Boise, Idaho.

### **WELCOME / INTRODUCTIONS**

BILL FARNSWORTH (*Chairman*) Office of the Chief Information Officer - Present

RODGER ANDERSON Secretary of State's Office – Present (*Alternate for Tim Hurst*)

JEFF WALKER Access Idaho - Present

ERIC BECK Department of Labor – Present

DAVE TOLMAN Idaho Transportation Department – Present

DAVE TAYLOR Department of Health & Welfare – Absent

GREG ZICKAU Office of the Chief Information Officer - Present

### **MINUTES**

February 25, 2016 – Approved

**OLD BUSINESS** – None

**REPORT FROM ACCESS IDAHO** – Review of General Manager's Report for February 2016:

- Portal – Application and website updates/redesigns for multiple agencies.
- Development – Progress toward completing several applications for scheduled launches in March.
- Creative – Concentration on application interface design, implementation of WordPress Toolkit and agency training.
- Marketing – Conducted application training and secured additional Portal prospects by attending government conferences and meetings with agencies.

**REVIEW OF SERVICE LEVEL AGREEMENT(S)** – The following SLA's were reviewed:

- Department of Health and Welfare, Addendum L
- Department of Transportation, Addendum X

**DOT-GOV DOMAIN REQUESTS FOR REVIEW** – There were no requests to be reviewed.

**NEW BUSINESS** – None

### **ADJOURNMENT AND NEXT MEETING**

The next meeting is scheduled for April 28, 2016, Room 155, LBJ Bldg., 650 W. State St., Boise.

Respectfully submitted,



Erin Seaman, Office of the CIO