Information Technology Resource Management Council (ITRMC)
August 23, 2011 Meeting Minutes
(Approved December 22, 2011)

The August 23, 2011 meeting of the Information Technology Resource Management Council was held at 10:00 in the East Conference Room of the Joe R. Williams Building, 700 West State Street, Boise, Idaho.

ATTENDANCE
Members/Designate(s) Present:

Teresa Luna (Chair), Director, Dept. of Administration
Brig. Gen. Bill Shawver, Dir., Bureau of Homeland Security
Dennis Gribble, Vice President & CIO, Idaho Power Co.
Jerry Piper, Operations Man., Cambridge Tel. Co.
Richard Armstrong, Dir., Dept. of Health & Welfare
Col. Jerry Russell, Director, Idaho State Police
Mike Rush, Exec. Director, State Board of Education
John Peay, IS Director, Idaho Supreme Court
Craig Potcher, IT Bur. Chief, Dept. of Fish & Game
Bill Reynolds, GIS Coordinator, Nez Perce County (phone)
Designates –
    Steve Wilson, State Controller's Office

Absent Members:

Donna Jones, State Controller
Senator Les Bock
Senator Mitch Toryanski
Representative Brian Cronin
Representative Tom Loertscher
Tom Luna, Supt. of Public Instruction

Others Present:

Bruce Armga, Dell	Scot Maring, Office of the CIO
Shannon Barnes, Idaho Transportation Dept.	John McAllister, Dept. of Labor
Sally Brevick, Office of the CIO	Jake Meissner, Dept. of Labor
Carla Casper, Office of the CIO	Bob Nertney, Div. of Vocational Rehabilitation
Michael Farley, Dept. of Health & Welfare	Scott Newton, State Controller's Office
Bill Farnsworth, Office of the CIO	Terry Pobst-Martin, Office of the CIO
Mike Golden, Idaho Transportation Dept.	Pam Stratton, Office of the CIO
Mike Guryan, Office of the CIO	Larry Sweat, PERSI
Bob Hough, State Controller's Office	Vicki Tokita, Div. of Human Resources
Mike Key, Idaho State Police	Kim Toryanski, Div. of Human Resources
Andrew Kino, Dell	Frank Wong, Dell
Dustin Kuck, Div. of Human Resources	Chris Wood, Dept. of Labor
Gregory Lindstrom, Div of Purchasing	Greg Zickau, Office of the CIO

MINUTES
MOTION: Jerry Piper moved and Craig Potcher seconded a motion to approve the meeting minutes from July 19, 2011; the motion passed unanimously.

ADDITION TO ITLC MEMBERSHIP
MOTION: Director Rush moved and Craig Potcher seconded a motion to approve adding The Div. of Vocational Rehabilitation to the membership of the IT Leadership Council (ITLC); the motion passed unanimously.

PERFORMANCE MANAGEMENT SYSTEM
Vicki Tokita, Director of the Div. of Human Resources (DHR), presented a high-level overview of the proposed solution for replacing the statewide Employee Appraiser program. The State Controller's Office is in the process of developing Phase 1 of the project, which will be completed by January 2012. The new system will be user-friendly and will allow for flexible routing and the ability to attach documentation to evaluations.

A committee has been formed with representation from the Departments of Fish & Game, Health & Welfare, Finance, Administration, Labor as well as the Div. of Human Resources, Idaho Transportation Department, State

Controller's Office, Tax Commission and Lewis-Clark State College. The committee will consider which components should be prioritized for Phase 2, only then will the timeframe for Phase 2 be known.

Questions and Discussion
Dir. Armstrong queried whether the new system would have similar tools and procedures as the current system. Ms Tokita explained that a documentation template was being built which would be easy to use and include drop-down lists, it would also include sections for comments and additional documents could be associated with each evaluation. Supervisors will be able to update documentation over the course of the year.

Dir. Armstrong asked whether there would be management tools to assist agencies in carrying out evaluations in a timely manner. Ms Tokita advised that this would occur in Phase 2 of development, along with a tracking mechanism, and added that evaluations were not required only to meet CEC (Change in Employee Compensation) requirements but also for layoffs etc. Phase 1 of the program, though not yet fully developed, will be demonstrated on September 20.

CLOUD PILOT UPDATE
John McAllister (Dept. of Labor) reported that an RFP for Platform As A Service (PaaS) had been issued on May 2 and closed on June 23. The RFP did not specifically require Azure (used in the Pilot project) but did require the functions provided by Azure. Microsoft was awarded the bid in late July. Azure is expected to reduce costs by $15,261 – almost 79%. At the same time, customer response times during the use of Azure in the pilot have been optimal and the system performance exemplary. The only remaining issue is total data encryption. Microsoft is working to build this capability, in the meantime no sensitive data will be placed in Azure. PaaS is now available to state agencies through the state contract with Microsoft.

Software as a Service (SaaS) is tied to Microsoft's Office 365 Plan E3 (possible procurement issue) which does not yet have enterprise voice capabilities necessary for replacing or enhancing a PBX – when the capability is developed (could take 18 months), it will be at an additional cost. These issues are delaying the full SaaS pilot but testing will continue on Office 365 as well as Exchange Online in order to resolve any remaining technical issues and to perfect the migration of users to the cloud. Greater emphasis may be placed on testing Exchange online since it could be a potential vehicle for the state's integrated messaging project.

DELEGATING APPROVAL OF GEOSPATIAL STANDARDS & GUIDELINES
Greg Zickau reminded everyone that ITRMC had recently delegated responsibility to the ITLC for developing and establishing technical standards and guidelines, with policy decisions remaining at the level of ITRMC. In the same way, it is proposed that responsibility be delegated to the Idaho Geospatial Council – Executive Committee (IGC-EC) for the developing and establishing of geospatial standards and guidelines.

MOTION: Jerry Piper moved and Craig Potcher seconded a motion to approve delegating responsibility to the IGC-EC for developing and establishing geospatial standards and guidelines; the motion passed unanimously.

NEW BUSINESS
Teresa Luna announced that Terry Pobst-Martin would shortly be leaving the Office of the CIO and expressed appreciation for everything she had achieved during her four years with the Department.

ADJOURNMENT
The next meeting is scheduled for October 26, 2011.
Respectfully submitted,

Sally Brevick, Office of the CIO