Idaho Technology Authority (ITA)
November 20, 2014 Meeting Minutes
(Approved February 25, 2015)

The Idaho Technology Authority meeting was held on November 20, 2014 at 1:30 p.m. in the West Conference Room of the Joe R. Williams Building, 700 West State Street, Boise, Idaho.

ATTENDANCE

Members Present:
Dan Goicoechea, CHAIR, State Controller's Office
Maj. Clark Rollins, Idaho State Police
Chief Kevin Kempf, Dept. of Correction
Anne Kawalec, IGC-EC Chair
Richard Turner, Military Division
Greg Zickau, Office of the CIO
Mike Rush, State Board of Education
Representative Holli Woodings
Charlene McArthur, Idaho Transportation Dept.
Senator Cliff Bayer
Kevin Iwersen, Idaho Courts
Cathy Holland-Smith, Legislative Services Office
Jay Engstrom, Dept. of Labor
David Fulkerson, Div. of Financial Management

Members Absent:
Dave Taylor, Department of Health & Welfare
Representative from Private Industry – position vacant
Employee from State Government – position vacant

Others Present:
Becky Barton-Wagner, Dept. of Insurance
Erin Seaman, Office of the CIO
Michael Farley, Dept. of Health and Welfare
Ben Call, Military Division
Jon Pope, Office of the CIO
Pam Stratton, Office of the CIO
Michael Kalm, Dept. of Labor
Roger Dubois, Commission for Libraries
Autumn Roberts, Idaho Bureau of Homeland Security

Mike Langrell, Military Division
Gara McCutchen, Verizon Wireless
Steve Hill, Gartner
Dan Raiha, Dept. of Lands
Alan Butcher, ISHS – Archives
David Matte, ISHS – Archives
Rich Steckler, Access Idaho
Bill Farnsworth, Office of the CIO
Nick Powers, DEQ (phone)

CALL TO ORDER
Chairman Dan Goicoechea called the meeting to order at 1:32 p.m. and introductions were made. Mr. Goicoechea thanked Rep. Woodings for her service on the committee. This was her final meeting as a member.

Chairman Goicoechea asked Mr. Matte and Mr. Butcher to explain the project they are working on for the Idaho State Historical Society (ISHS). Mr. Matte gave a brief overview of the ISHS electronic archives project, and explained that they will be seeking funding for a needs assessment study in FY17.

MINUTES
MOTION: Dr. Rush moved and Mr. Turner seconded a motion to approve the minutes of the September 3, 2014 meeting; the motion passed unanimously.

STRATEGIC PLANNING
Mr. Zickau reported on the recent annual strategic planning session. A final report will be forthcoming. He thanked the ITA members who participated in the process. He briefly reviewed the objectives which came out of the session and the leads who were assigned, as well as the operational imperatives.

Chairman Goicoechea commented that there was a need to have a discussion about a private cloud.
Mr. Zickau noted that a policy related to data hierarchies was currently being drafted to provide guidance to agencies on data appropriate to store in the cloud. He noted that there would likely be multiple contracts.

Chairman Goicoechea asked if some vendors chose not to do business with the state of Idaho because of the indemnification aspects of the state's terms and conditions.
Mr. Zickau responded that some vendors have told him that they will not compete for state business because of that issue. He commented that once the problem has been defined, the next step would be to work with the Division of Purchasing to communicate the problem and receive feedback on possible paths forward.

Mr. Engstrom briefly discussed another state he's aware of that may purchase off contracts in other states for items which are competitively procured.
Mr. Zickau commented that the ability of Idaho to use public agency clauses in other states are reviewed on a case-by-case basis to see if they conform to Idaho law. If they do, participating agreements may be signed.

Mr. Zickau proposed that as part of the next steps, the leads would report on their assigned items and their plans for accomplishing the task, as well as what resources and time will be needed, so that the ITA may evaluate progress. Strategic plan implementation updates would be included in future ITA meetings.

Ms. McArthur commented that security is an item which seems to be understated in the plan.
Mr. Zickau responded that that a consensus was reached recognizing that security is priority. However, he explained that resources were limited, and items would need a resource applied in order to be accomplished.

ITA SUBCOMMITTEES/JURISDICTION
In brief, Mr. Zickau explained that this agenda item has to do with the jurisdiction of the ITA subcommittees, and that the subcommittees have no jurisdiction greater than what the ITA delegates to them.

ITA SUBCOMMITTEES - UPDATE
Mr. Farnsworth explained that the intent of this recurring agenda item was for each of the subcommittees to have the opportunity to present a brief update, with more substantive updates on a rotating basis.

ACCESS IDAHO STEERING COMMITTEE (AI) – Mr. Farnsworth, who currently serves as the chair, gave an overview of AI and briefly discussed Access Idaho, which is a private company. AI operates on a self-funding model, and does not rely on tax dollars or appropriations. Revenue is earned through nominal transaction fees, with the vast majority of services having no transaction fee. He reviewed some of the top applications and explained that the contract came up for renewal every two years, with renewal anticipated in mid-2015.

IDAHO GEOSPATIAL COUNCIL (EXECUTIVE COMMITTEE) – Ms. Kawalec, the current chair, reported on IGC-EC, which was established by Executive Order in 2010, and is made up of state, federal, local, tribal, utility and private representatives. IGC-EC develops policy-level direction for those working with geospatial data with the help of their Technical Work Groups (TWGs). She discussed Enterprise Guideline G350, which defines the methodology for recognizing authoritative datasets, noting that Mr. Farnsworth was working toward an inventory of datasets and data services. Ms. Kawalec thanked the ITA members for their support of the IGC-EC.

Rep. Woodings asked if there had been any effort to get elections information in GIS.
Ms. Kawalec confirmed that most counties, including Ada County, do have that data, but counties are limited by their resources. Going forward, she would like voter registration to have a GIS component.

Dr. Rush commented that one of the responsibilities of the State Board of Education has been collecting and verifying the school board districts during every census, which has been imprecise. He asked how they could prepare and work with the GIS community.
Ms. Kawalec agreed this should be a topic of discussion at a future IGC-EC meeting and would be added to the agenda for an upcoming IGC-EC meeting

IT LEADERSHIP COUNCIL (ITLC) – Mr. Farley, who currently serves as the chair of the ITLC, gave a brief update, and discussed the recent strategic planning session. He said that he will be focusing on the Operational Goals of purchasing as it relates to IT procurement, and IT classifications and compensation.

IT CLASSIFICATIONS UPDATE

Mr. Farley reported that he will be working with Mr. Fulkerson, Shannon Barnes (ITD), Eric Beck (Labor), Ben Call (IMD), and Mr. Zickau on IT classifications and compensation. He briefly discussed current IT staffing issues, noting that they would be working on improving compensation, and how to better market positions.

Chairman Goicoechea commented that his understanding was that contractors were being paid out of Operational funds, which potentially gives a false impression of the true personnel costs.

Mr. Farley agreed that it is difficult when he has state staff sitting next to a contractor making more but doing the same work. However, he noted the need to balance that with the benefits received by state employees.

Major Rollins asked where things stood with re-classifying IT positions.

Mr. Fulkerson responded that while this work had not yet started, over time what was a small set of IT classes, have exponentially grown, and are not broad enough.

Mr. Farley added that ITLC has discussed and agreed that all contract IT employees should have background checks. However, he questions the depth of those checks, because they are done by contract companies. Currently, state IT staff do not have to undergo background checks.

Ms. Holland-Smith commented that her office staffs the CEC committee. She noted that agencies are welcome to contact the chairmen, as well as LSO staff to bring up their concerns. In response to a question, Ms. Holland-Smith responded that the legislature can give guidance and direction.

Mr. Fulkerson added that you can only go so far with classifications, and part of the issue is available funding. There are going to be some positions that the government sector is not ever going to be able to pay enough for.

ITA POLICIES

ENTERPRISE POLICY P1020 – Mr. Farnsworth reviewed the revisions to this policy.

MOTION: Mr. Fulkerson moved and Rep. Woodings seconded a motion to approve the changes to Enterprise Policy P1020 as presented; the motion passed unanimously.

CYBER INCIDENT ANNEX

Ms. Stratton discussed the Cybersecurity Incident Annex #7, and the role of DOA as the coordinating agency. Ms. Roberts gave an overview of the Idaho Emergency Operations Plan (IDEOP), which delineates emergency response procedures, responsibilities and lines of authority for state agencies during times of disaster. Ms. Stratton also reported on the workshop hosted in November by the Pacific NorthWest Economic Region (PNWER) and the Bureau of Homeland Security (BHS).

In response to a question, Mr. Farnsworth explained that Access Idaho does not maintain or store any of the state's data, but instead links to data in state servers, and that citizen data is not maintained at Access Idaho.

Chairman Goicoechea mentioned that legislation was brought within the last few years to strengthen reporting requirements for any agency having a data breach. He asked Ms. Stratton to report on this at the next meeting.

ADJOURNMENT

The meeting adjourned at 3:45 p.m.. The next meeting of the ITA has yet to be scheduled.

Respectfully submitted,

Erin Seaman

Erin Seaman, Office of the CIO