

Idaho Technology Authority (ITA)

## IT Leadership Council (ITLC)

Meeting Minutes: August 18, 2015 at 9:30 a.m.

Conference Room B9 of the LBJ Building, 650 West State Street, Boise, Idaho.

(Approved October 20, 2015)

### ATTENDANCE

#### **Members/Alternates Present:**

Shannon Barnes, Vice Chair, Transportation Department  
Greg Zickau, Office of the CIO  
Tammy Shipman, State Controller's Office  
Becky Barton-Wagner, Dept. of Insurance  
Bob Nertney, Health Districts (phone)  
Scott Williams, Dept. of Parks & Recreation  
Robert Butler, Industrial Commission  
Stan Passey, Idaho State Police  
Mike Langrell, Idaho Military Division  
Stephen DeBoard, Div. of Vocational Rehabilitation  
Eric Beck, Dept. of Labor  
Dan Raiha, Dept. of Lands  
Bob Ross, Dept. of Fish & Game  
Mark Hill, Dept. of Education (*Alternate*)  
Michele Tomlinson, Dept. of Correction (*Alternate*)  
Brigitte Teets, Dept. of Water Resources (*Alternate*)

#### **Members Absent:**

Kevin Iwersen, State Supreme Court  
Michael Farley, Chair, Dept. of Health & Welfare  
Mike Teller, State Tax Department

#### **Others present:**

Erin Seaman, Office of the CIO  
Michael Kalm, Dept. of Labor  
Bob Hough, State Controller's Office  
Cheryl Dearborn, Office of the CIO  
Jon Pope, Office of the CIO  
Mike McKillips, Idaho State Police  
Gara McCutchen, Verizon Wireless  
Steve Hill, Gartner  
Rachel Zahn, Office of the CIO  
Mike Mead, Office of the CIO  
Tom Nordberg, Office of the CIO  
David Posey, Syringa Networks  
Jeff Morris, Syringa Networks  
Ty Snyder, CenturyLink  
Larissa Martineau, POD, Inc.  
Tom Olmstead, Office of the CIO  
Clinton Dale, Division of Veteran's Services  
Gregory Lindstrom, Division of Purchasing  
Jason Urquhart, Division of Purchasing  
Stephanie Wildman, Division of Purchasing  
Dan Goicoechea, State Controller's Office

### CALL TO ORDER

Vice Chair Shannon Barnes called the meeting to order at 9:30 a.m. Welcome and introductions were made. Mr. Zickau introduced Tom Olmstead, recently hired as the new Chief Information Security Officer for OCIO.

### ITLC CHAIR / VICE CHAIR

Ms. Barnes recused herself from this agenda item and stepped out of the room after turning the meeting over to Mr. Zickau. Mr. Zickau explained that Mr. Farley and Ms. Barnes had reached the end of their terms as Chair and Vice Chair. The ITA has authority to appoint the chair and vice chair, with ITLC typically making a recommendation to the ITA. Mr. Zickau expressed his opinion that it would be advantageous to have Mr. Farley and Ms. Barnes continue for another term. He has spoken with most of the members, and Mr. Farley and Ms. Barnes have agreed to serve an additional term if the ITLC is in support. Discussion followed.

**MOTION: Ms. Barton-Wagner moved and Mr. Beck seconded a motion to recommend that ITA reaffirm the appointment of Mr. Farley as Chair, and Ms. Barnes as Vice Chair of the ITLC for an additional term; the motion was approved. Ms. Barnes was not present for the vote.**

Ms. Barnes rejoined the meeting.

### MINUTES

**MOTION: Mr. Langrell moved and Mr. Ross seconded a motion to approve the meeting minutes from June 16, 2015, as amended to correct the URL link shown on pg. 2; the motion was approved, Ms. Shipman abstained.**

### PROCUREMENT

Mr. Lindstrom reported on recent discussions within the Division of Purchasing (DOP) about cloud procurement. He has reached out to the State of Utah, which currently has an RFI out, for information regarding the scope,

and although it appears that Utah will be issuing an RFP at some point, he was not clear on what that scope would be. He discussed the possibility of putting together another commodity team to address any issues. He believed contracts would be in place sometime next year, but in the meantime DOP would have to do some of the procurements on its own to meet agency needs.

**Mr. Zickau asked Mr. Lindstrom about the criteria for amending or modifying a contract to add something, such as Azure, or a different vehicle of some sort.**

Mr. Lindstrom responded that when DOP writes contracts, they have a specific scope, although that has changed somewhat over the years to allow room to move within that scope. This contract does include the ability to add software, but he cautioned that when the time comes to look at adding software, there are other contracts that need to be looked at before that can be considered. If an agency has a specific need, DOP would likely advise the agency to bid within their spending authority, or to have DOP bid on their behalf. Something with statewide usage would be a candidate for adding to the contracts.

Mr. Lindstrom explained that the question of whether amending the current Dell contract to include (for example) Azure, would make Azure mandatory for all agencies, or whether it could be amended to allow single agency use, was a difficult one to answer due to the language in statute. However, the statute is being reviewed, and agencies may request an exemption. The fastest way for an agency to get a solution is to use an open contract, but Mr. Lindstrom acknowledged that when an agency has a specific need, and what is available on contract doesn't really fit, it creates a difficult situation from a procurement standpoint.

Mr. Urquhart reported on the state's IT security related products contract, which is in its final year. He is working with representatives from OCIO to look at options for the future. The contracts are limited to certain products, with very little in the way of services related to IT security. He was not sure yet what impact the Cyber Security Task Force would have on DOP efforts to re-procure for IT security related products. He confirmed that it would be possible to put together a commodity task force to review services and products.

**Mr. Butler asked if there were any updates on putting an additional PADD in place on the software contract.**

Mr. Urquhart confirmed that SHI was reviewing the terms for a participating addendum. He was hopeful that he would hear something by the end of the following week, and anticipated that there would be a contract in place in about a month. He did not have an update at this time on the status of the video conferencing contract.

At the request of Ms. Barnes, Mr. Lindstrom agreed to provide updates on the video conferencing contract and the formation of a commodity team.

**TELECOMMUNICATIONS CONTRACT UPDATE**

Mr. Zickau reported that there were multiple responses received on the RFP, which are currently being evaluated, although he has not spoken to anyone on the evaluation team. The current contract with CenturyLink ends on August 27, and has a 120-day transition period.

**STRATEGIC PLAN – UPDATES**

RECRUITMENT AND RETENTION OF IT STAFF – Ms. Barnes reported that the Hay Group study has been completed, but she has not yet seen the results. She expected to know more by the next meeting and would forward updates out to the committee as they become available.

IMPROVE CITIZEN SERVICES ON IDAHO.GOV – Mr. Farnsworth was unable to attend the meeting, so this agenda item was tabled.

**OTHER BUSINESS**

OCIO IT BILLING – Ms. Dearborn reported on the annual IT billings, which are being finalized by OCIO and will be going out shortly. Procedures for these billings were formalized in rule by OCIO ([IDAPA 38.06.01](#)), which went into effect on July 1. These do not affect all agencies. Beginning this fiscal year, the annual billings are being consolidated and will go out in a single mailing each year. She noted that although the new rules formalized what was already being done, there was a change in some of the billings where FTP was a weighted consideration. She briefly reviewed the changes.

Mr. Zickau discussed several of the services, which may experience fluctuations in billings from year to year, including the billings for network and security services, and the ITA billings. Mr. Zickau noted that according to the Legislative Services Office, each agency's appropriation has been increased to cover the estimated network and security maintenance costs. The ITA (formerly ITRMC) billing has been in place for ten years, although he did not know if every agency received an appropriation for this.

CYBER SECURITY EXECUTIVE ORDER – Mr. Olmstead reported that a Cyber Security Taskforce was recently created by Executive Order of the Governor, and that a meeting of this new group was scheduled for September. The Lieutenant Governor is chairing this taskforce. Mr. Zickau believed the Department of Administration's director would be attending the first meeting and Mr. Zickau expected to attend the meeting as well along with Mr. Olmstead.

NASCIO AWARDS – Six projects were submitted for the 2015 NASCIO IT Recognition Awards, and two have been named as finalists. Winners will be presented their awards on October 12 during the NASCIO Annual Conference in Salt Lake City. The two Idaho finalists are:

- Idaho Transportation Dept. – Cyber Security Program (Category: Cyber Security)
- Idaho Dept. of Labor – Internet Unemployment System (iUS) (Category: Improving State Operations)

MS-ISAC BULLETINS – In response to a question from Mr. Langrell, Ms. Zahn confirmed that a few agencies already receive these bulletins, and that she does forward information on to any relevant parties.

**ADJOURNMENT / NEXT MEETING**

The meeting adjourned at 10:32 a.m. The next meeting was scheduled for October 20, 2015 at 9:30 a.m. in Conference Room B09 of the LBJ Building, 650 W. State St., Boise.

Respectfully submitted,



Erin Seaman, Office of the CIO