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