

Idaho Technology Authority (ITA)

**IT Leadership Council (ITLC)**

Meeting Minutes: February 21, 2017 at 9:30 a.m.

Room B-09 (Basement), LBJ Building, 650 West State Street, Boise, Idaho.

*(Approved April 18, 2017)*

**ATTENDANCE**

**Members/Alternates Present:**

Michael Farley, CHAIR, Dept. of Health & Welfare  
Mike Teller, VICE CHAIR, State Tax Commission  
Bob Ross, Dept. of Fish & Game  
Glen Gardiner, Dept. of Water Resources  
Tammy Shipman, State Controller's Office  
Jon Pope, Office of the CIO  
Chris Victory, Transportation Dept.  
Eric Beck, Dept. of Labor  
Becky Barton-Wagner, Dept. of Insurance  
Mike Langrell, Idaho Military Division  
Jon Spence, Division of Liquor  
Robert Butler, Industrial Commission  
Steven Higgins, Idaho State Police  
Chris Campbell, Dept. of Education (phone)  
Bob Nertney, Health Districts (phone)  
Cheryl Baldus, Dept. of Parks & Recreation  
*(Alternate for Scott Williams)*  
Wade Howland, State Supreme Court  
*(Alternate for Kevin Iwersen)*  
Elizabeth Graham, Dept. of Correction  
*(Alternate for Randy Turner)*  
Tim Gates, Dept. of Lands (phone)  
*(Alternate for Dan Raiha)*

**Members Absent:**

Stephen DeBoard, Div. of Vocational Rehabilitation  
Randy Turner, Dept. of Correction  
Dan Raiha, Dept. of Lands  
Scott Williams, Dept. of Parks & Recreation  
Kevin Iwersen, State Supreme Court

**Others present:**

Erin Seaman, Office of the CIO  
Greg Zickau, Office of the CIO  
Bill Farnsworth, Office of the CIO  
Michael Kalm, Dept. of Labor  
Lance Wyatt, Office of the CIO  
Chris Smith, Office of the CIO  
Mark Hill, Dept. of Education  
Jason Skelton, Division of Purchasing  
Greg Mathias, Dept. of Water Resources  
Sarah Hilderbrand, Division of Purchasing  
Cheryl Dearborn, Office of the CIO  
Gregory Lindstrom, Division of Purchasing  
Valerie Bollinger, Division of Purchasing  
Jason Urquhart, Division of Purchasing  
Stephanie Wildman, Division of Purchasing  
Josh Stemp, Transportation Dept.  
David Harrell, Commission for Libraries  
Timothy McCarty, Dept. of Fish & Game  
James Van Pelt, CenturyLink  
Gara McCutchen Aragon, Verizon  
Larissa Martineau, RESPEC  
Katie Stone, Gartner  
Lucas Linnemeyer, Datasite  
Reed Disney, Atmosphere  
Ty Snyder, Involta  
Jeff Leonnig, Involta  
Shawn Scudder, Involta  
Jamison Chochrek, CenturyLink  
Clinton Dale, Division of Veterans Services (phone)  
Mark Dietrich, DEQ (phone)

**CALL TO ORDER**

Chairman Farley welcomed everyone and called the meeting to order at 9:33 a.m.

**MINUTES**

**MOTION: Mr. Ross moved and Ms. Barton-Wagner seconded a motion to approve the meeting minutes from December 20, 2016, as presented; the motion was approved.**

**PROCUREMENT**

Ms. Bollinger reported that Mr. Lindstrom has put together an Idaho sourcing team to work on cloud procurement that will look at statewide needs for cloud services.

Mr. Urquhart announced that he will be putting together a working group to look at broad, IT procurement process reform. This group will meet for the long-term, and one of their first tasks will be to look at the IT terms and conditions, including terms and conditions for the cloud. He will be reaching out to interested participants to form this working group. Ms. Hilderbrand explained that a goal of this working group will be to ensure that

agencies making purchases know who the responsible parties are, who is taking care of warranty items, which terms and conditions apply, and which ones may be overridden by the state's terms and conditions.

A brief discussion followed regarding terms and conditions for subcontractors and re-sellers. It was noted that subcontractors must meet the same requirements as contractors. In response to a question, Ms. Hilderbrand responded that DOP will work with agencies on their individual procurement needs.

### **ITA POLICY**

ENTERPRISE POLICY P4550 (MOBILE DEVICE MANAGEMENT) – Mr. Wyatt gave an overview of revisions to ITA Policy P4550 and thanked those who assisted with drafting the revisions.

**MOTION: Ms. Barton-Wagner moved and Mr. Teller seconded a motion to recommend approval to ITA of the revisions to Enterprise Policy P4550, as presented; the motion was approved.**

### **IMPLEMENTATION OF EXECUTIVE ORDER**

Mr. Zickau discussed actions which will be taken by the Dept. of Administration to implement the Governor's Executive Order relating to cybersecurity ([EO 2017-02](#)). He welcomed feedback from the committee members. He briefly reviewed the key points from the EO, noting that the Division of Human Resources will also be working to implement the EO, and all executive branch agencies will have some specific taskings.

Discussion followed on several topics, including how penetration testing and onboarding of new state employees might be handled under the EO. Mr. Zickau has spoken with the Division of Financial Management (DFM) about the budgeting process and encouraged agencies, such as those with similar compliance requirements, to partner with one another where possible as they work toward implementing the EO.

### **STATE STRATEGIC PLANNING – UPDATE**

Mr. Zickau announced that this year's state technology strategic planning session will be held on May 11<sup>th</sup>. The mid-year preparatory session held in November was centered on guiding principles and long-term objectives and included a PEST analysis (political, economic, social and technological environment). Mr. Zickau stated that for this next round of planning, although there will be a need to discuss cybersecurity implementation, particularly implementation of the CSCs (where there are costs), he also expects that there will be some objectives not related to security.

### **OTHER BUSINESS**

CRITICAL SECURITY CONTROLS (CSCs) MILESTONES – Mr. Wyatt reported on the progress for implementing the CSCs, noting that a high-level kick-off meeting was held on February 2 for agency leaders, followed by a meeting geared toward technical points of contact (POCs) at agencies who will be implementing the CSCs and will have access to the tools which will be used for this implementation. Bi-weekly meetings are now being held with the POCs to answer questions and facilitate progress. He provided a brief overview of the tools being used and discussed the NIST cybersecurity framework, as well as the planned timeline for the implementation.

OCIO UPDATE: BROADBAND CONTRACT – Ms. Dearborn reported that both the WAN and MAN contracts for broadband access have been extended and will now co-terminate in September 2017. She reviewed the timeline and process for issuing the new RFP to replace the existing contracts, noting that agencies will be asked to review their technical specifications and site lists. Previously, bids and evaluations were based on agencies' current services, but for this RFP agencies will be able to evaluate based on what they anticipate growing into at a given site, rather than just their minimum requirements, and every effort will be made to ensure that new sites coming on after the contracts are issued will receive geographic area pricing, without having to do extensive amendments to the contract. Ms. Dearborn expected awards to be made this summer.

2017 NASCIO AWARDS – Ms. Seaman reported that she will be sending out a statewide call for nominations to IT managers and public information officers for the annual IT Recognition Awards program held by NASCIO. She will also be looking for volunteers to review nominations prior to submission at the national level. Finalists will be notified in July and winners will be recognized in October at the NASCIO Annual Conference in Austin.

Chairman Farley encouraged agencies to participate in this awards program, noting the recognition that this program brings to the state. Several departments have been award recipients over the last several years.

IT CLASSIFICATIONS – Chairman Farley stated that although recent progress on the IT classifications has slowed, he expected the work to continue and hopefully be completed soon.

AGENCY ASSISTANCE – Chairman Farley commented that he was pleased to see agencies assisting one another when unanticipated needs arose, most recently when IDWR suffered a power outage which resulted in the loss of a server. An agency was able to assist IDWR, enabling them to get back up and running very quickly. He encouraged agencies to seek assistance when needed, noting that oftentimes agencies can help one another. Ms. Seaman can assist with contacting committee members when there are needs.

**ADJOURNMENT / NEXT MEETING**

The meeting adjourned at 10:35 am. The next regular meeting was scheduled for April 18, 2017 at 9:30 am.

Respectfully submitted,



Erin Seaman, Office of the CIO