

Idaho Technology Authority (ITA)

IT Leadership Council (ITLC)

Draft Meeting Minutes: February 20, 2018 at 1:30 p.m.

East Conference Room, JRW Building, 700 West State Street, Boise, Idaho.

(Approved April 17, 2018)

ATTENDANCE

Members/Alternates Present:

Bob Ross, Dept. of Fish & Game (CHAIR)
Randy Turner, Dept. of Correction (VICE CHAIR)
Jon Pope, Office of the CIO
Jon Spence, Division of Liquor
Becky Barton-Wagner, Dept. of Insurance
Michael Farley, Dept. of Health & Welfare
Chris Victory, Idaho Transportation Dept.
Stephen DeBoard, Div. of Voc. Rehabilitation
Scott Williams, Dept. of Parks & Recreation
Mike Langrell, Idaho Military Division
Tammy Shipman, State Controller's Office
Robert Butler, Industrial Commission (phone)
Greg Mathias, Dept. of Water Resources (*Alternate*)
Michael Kalm, Dept. of Labor (*Alternate*)

Members Absent:

Bob Nertney, Health Districts
Eric Beck, Dept. of Labor
David Wentland, Tax Commission
Glen Gardiner, Dept. of Water Resources
Steven Higgins, Idaho State Police
Dan Raiha, Dept. of Lands
Chris Campbell, Dept. of Education
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
Cheryl Dearborn, Office of the CIO
Lance Wyatt, Office of the CIO
Chris Smith, Office of the CIO
Abram Thietten, Office of the CIO
Diego Curt, Office of the CIO
Bob Hough, State Controller's Office
Tammy Wallace, Office of the CIO
Gregory Lindstrom, Division of Purchasing
Stephanie Wildman, Division of Purchasing
Joyce Popp, Dept. of Health & Welfare (phone)
Mitch Cunningham, CompuNet
Mitch Head, Cradlepoint
Jessica Provost, Cradlepoint
Lucas Linnemeyer, CRI Advantage
Ken Malach, CRI Advantage
Phillip Miller, MCCi
Jamison Chochrek, CenturyLink
Jim Byron, CenturyLink

CALL TO ORDER

Chairman Ross welcomed everyone and called the meeting to order at 1:33 pm.

MINUTES

MOTION: Mr. Langrell moved and Mr. Farley seconded a motion to approve the meeting minutes from December 19, 2017, as presented; the motion was approved.

PROCUREMENT

Mr. Lindstrom reported that he is currently reviewing the IT contracted services contracts to determine which ones will be renewed. Some of the contracts have not received any project service orders (PSOs) in the last two years, so they may not be renewed. However, he will be contacting the procurement groups at agencies for their feedback, and agencies with ongoing IT projects will have their contracts renewed. The renewed contracts will run through June 30, 2019.

ITA POLICIES

P1040 (EMPLOYEE ELECTRONIC MAIL AND MESSAGING USE): Mr. Wyatt gave an overview of revisions to P1040. The purpose of these revisions is to standardize the definitions and terminology throughout the policy.

MOTION: Mr. Farley moved and Mr. Turner seconded a motion to recommend approval to the ITA of the revisions to Enterprise Policy P1040, as presented; the motion was approved.

P1060 (EMPLOYEE PERSONAL COMPUTER USE): Mr. Wyatt gave an overview of revisions to P1060. These revisions standardize the definitions and terminology and include a change in the title of the policy.

Discussion followed, and it was agreed to amend the draft to make references to the term “users of state issued IT devices” consistent throughout the policy. Mr. Wyatt agreed to review a similar policy related to non-state owned devices to ensure that the policies are consistent with one another.

MOTION: Mr. Turner moved and Ms. Barton-Wagner seconded a motion to recommend approval to the ITA of the revisions to Enterprise Policy P1060, as amended; the motion was approved.

OTHER BUSINESS

ELECTRONIC IT PLANNING SYSTEM INTRODUCTION – Mr. Pope gave an overview of the new electronic IT planning system, which will replace the manual process agencies currently use to submit their annual IT strategic plans to OCIO for review. The new system is expected to be rolled out at the beginning of May, in time for the next planning cycle. The new electronic format will have some reporting functions and provide greater visibility and access to information. A separate training session was being planned for those who will be using the new system. The submission due date for agency IT plans will continue to be July 15.

OCIO STATUS UPDATE – Mr. Zickau gave a status update on the current draft legislation (House Bill 607) which would move OCIO out of the Dept. of Administration (DOA) and into the Office of the Governor.

ENTERPRISE IT SERVICES MEETING UPDATE – Ms. Seaman reminded the group that a meeting about the enterprise IT services provided by OCIO had been scheduled for March 29th, and will focus on the security architecture and core network architecture. Team leads in these areas will be on hand to answer questions and provide overviews of these areas.

2018 NASCIO AWARDS – Ms. Seaman will be emailing out a call for nominations soon for this year’s awards program. She will also be seeking volunteers to help review nominations. Submissions will be collected through March and April, and the submission deadline is expected to be in late May.

2018 CENTER FOR DIGITAL GOVERNMENT: DIGITAL STATES SURVEY – Ms. Seaman reported that this comprehensive statewide survey will be released in April, with submissions due in June. The survey is conducted every two years. Diane Blume, public information officer for DOA, will be contacting those who participated in 2016 for their agencies’ input.

CYBERSECURITY TRAINING – At the request of Ms. Barton-Wagner, there was a brief discussion about cybersecurity training and how agencies were handling the challenges of training contractors and volunteers.

ADJOURNMENT / NEXT MEETING

The meeting adjourned at 2:13 pm. The next regular meeting was scheduled for April 17, 2018 at 1:30 pm.

Erin Seaman

Erin Seaman, Office of the CIO