

Idaho Technology Authority (ITA)

## IT Leadership Council (ITLC)

Draft Meeting Minutes: April 17, 2018 at 1:30 p.m.

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

(Approved June 19, 2018)

### ATTENDANCE

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

Bob Ross, Dept. of Fish & Game (CHAIR)  
Randy Turner, Dept. of Correction (VICE CHAIR)  
Chris Smith, Office of Information Technology Services (ITS)  
Jon Spence, Division of Liquor  
Becky Barton, Dept. of Insurance  
Michael Farley, Dept. of Health & Welfare  
Chris Victory, Idaho Transportation Dept.  
Mike Langrell, Idaho Military Division  
Tammy Shipman, State Controller's Office  
David Wentland, Tax Commission  
Robert Butler, Industrial Commission  
Glen Gardiner, Dept. of Water Resources  
Mark Hill, Dept. of Education (*Alternate*)  
Eric Beck, Dept. of Labor  
Scott Williams, Dept. of Parks & Recreation (phone)  
Bob Nertney, Health Districts (phone)  
Steven Higgins, Idaho State Police (phone)  
Dan Raiha, Dept. of Lands (phone)

#### **Members Absent:**

Chris Campbell, Dept. of Education  
Stephen DeBoard, Div. of Voc. Rehabilitation  
Kevin Iwersen, State Supreme Court

#### **Others present:**

Erin Seaman, ITS  
Greg Zickau, ITS  
Bill Farnsworth, ITS  
Cheryl Dearborn, ITS  
Lance Wyatt, ITS  
Abram Thietten, ITS  
Bryton Blunck, ITS  
Brian Reed, Idaho Transportation Dept.  
Tammy Wallace, ITS  
Gregory Lindstrom, Division of Purchasing  
Greg Mathias, Dept. of Water Resources  
Tawna Chesnut, State Historical Society  
Mitch Cunningham, CompuNet  
Ariel Acosta, Cisco  
John Frame, Cisco  
John Foster, Kestrel West  
Tracy Pingel, Cradlepoint  
Lucas Linnemeyer, CRI Advantage  
Adam Johnston, Zayo Group

### CALL TO ORDER

Chairman Ross welcomed everyone and called the meeting to order at 1:33 pm. He announced that Chris Smith has replaced Jon Pope on the committee representing OCIO/ITS.

### MINUTES

**MOTION: Ms. Barton moved and Vice Chair Turner seconded a motion to approve the meeting minutes from February 20, 2018, as presented; the motion was approved.**

### PROCUREMENT

Mr. Lindstrom reported that he is currently working on renewals for the IT contracted services. Two contractors had not responded yet with their letters of renewal, but he expected to see those renewal letters shortly.

In response to a question, discussion followed regarding contractors on the NASPO ValuePoint hardware contracts who provide the same or similar equipment and whether it would be appropriate to look at standardization of technology. Mr. Lindstrom said members may contact Stephanie Wildman, who administers that program, if they have additional questions.

### ITA POLICIES

**P1040 (EMPLOYEE ELECTRONIC MAIL AND MESSAGING USE):** Mr. Wyatt gave an overview of the proposed revisions to P1040. This policy had been recommended for approval to ITA previously, but an additional review determined that further revisions to Section IV(5) of the policy were necessary.

**MOTION: Ms. Barton moved and Vice Chair Turner seconded a motion to recommend approval to the ITA of the revisions to Enterprise Policy P1040, as presented; the motion was approved.**

### **SECURITY GOVERNANCE**

Mr. Zickau explained that a question had been raised about the governance of security apparatus related to firewall rules. He was seeking feedback from the ITLC on whether a subcommittee should be created to review those rules. He noted that for changes expected to have an impact, there is a change management process currently in place.

Discussion followed about what the IT community would like to see in terms of their level of participation and what issues should be raised to the level of a subcommittee, versus what issues should remain in the purview of operations, as well as what the possible composition of such a subcommittee might be. It was agreed that a recurring agenda item would be added to the next few ITLC meetings for OCIO/ITS security operations staff to present updates on recent decisions, and whether there was a need to form a subcommittee.

### **OTHER BUSINESS**

ITD LESSONS LEARNED – Mr. Reed gave an overview of a recent incident that occurred at ITD in which an employee’s email account was attacked via a phishing email, resulting in a breach. He explained some of the lessons learned by the agency and described corrective actions taken since the incident occurred. Discussion followed regarding the notification process and requirements, and cyber liability insurance coverage.

CYBERSECURITY EXECUTIVE ORDER STATUS UPDATE – Mr. Zickau gave a status update on the directives in the Governor’s Cybersecurity Executive Order. He noted that cybersecurity will play a prominent role in the next round of enterprise strategic planning.

ITS STATUS UPDATE – Mr. Zickau discussed House Bill 607, which creates the new Office of Information Technology Services effective July 1, 2018. OCIO is in the process of transitioning to ITS, and documents and communications will reflect that transition. It is expected that this will signal a change in governance for IT for the state, and IT and cybersecurity will have a more prominent role at the Office of the Governor. An ITS FAQ website is being created to communicate the changes.

ANNUAL AGENCY IT PLANS UPDATE – Mr. Thietten gave a demonstration of the new “Annual Agency IT Plan” online application. Per ITA Policy [P2010](#) agencies are required to submit their plan, along with a list of all IT and telecommunications-related projects planned for the next 12 months, to OCIO/ITS. IT-related budget requests submitted to the Division of Financial Management (DFM) must directly support this plan. Previously, agencies submitted their plans using a Word template, but beginning this year plans will be submitted electronically to the new application. Benefits of the new system will include enhanced reporting and tracking capabilities.

CRITICAL SECURITY CONTROLS (CSCs) UPDATE – Mr. Wyatt reported on the enterprise assessment of CSCs 1-5, which has been completed. Agencies are now voluntarily assessing themselves for CSCs 6-20. The Center for Internet Security (CIS) has subsequently released version 7 of the CSCs, and Mr. Wyatt discussed the changes, which include the addition of a sixth control for the hygiene practices. Director Weak has asked him to implement version 7 and form an advisory group to review the controls and determine the path ahead.

ITLC CHARTER: There was discussion about the transition of OCIO to the new Office of ITS, and it was agreed to add an agenda item to the June agenda to amend the ITLC charter reflect the change.

### **ADJOURNMENT / NEXT MEETING**

The meeting adjourned at 3:00 pm. The next regular meeting was scheduled for June 19, 2018 at 1:30 pm.

*Erin Seaman*

Erin Seaman, Office of the CIO