

Idaho Technology Authority (ITA)

## IT Leadership Council (ITLC)

Draft Meeting Minutes: April 16, 2019 at 1:30 p.m.

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

*(Approved June 18, 2019)*

### ATTENDANCE

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

Bob Ross, Dept. of Fish & Game (CHAIR)  
Randy Turner, Dept. of Correction (VICE CHAIR)  
Chris Smith, Office of IT Services (ITS)  
Jon Spence, Division of Liquor  
Becky Barton-Wagner, Dept. of Insurance  
Terry Ford, Tax Commission  
Stephen DeBoard, Div. of Voc. Rehabilitation  
Mike Langrell, Idaho Military Division  
Scott Williams, Dept. of Parks & Recreation  
Robert Butler, Industrial Commission  
Eric Beck, Dept. of Labor  
Chris Victory, Idaho Transportation Dept.  
Glen Gardiner, Dept. of Water Resources  
Bob Nertney, Health Districts (phone)  
Dan Raiha, Dept. of Lands (phone)  
Alvino Artalejo, Dept. of Health & Welfare (*Alternate*)  
Mark Hill, Dept. of Education (*Alternate*)  
Bob Hough, State Controller's Office (*Alternate*)  
Wade Howland, State Supreme Court (*Alternate*)

#### **Members Absent:**

Michael Farley, Dept. of Health & Welfare  
Tammy Shipman, State Controller's Office  
Steven Higgins, Idaho State Police  
Chris Campbell, Dept. of Education  
Kevin Iwersen, State Supreme Court

#### **Others present:**

Erin Seaman, Office of IT Services  
Bill Farnsworth, Office of IT Services  
Lance Wyatt, Office of IT Services  
Diego Curt, Office of IT Services  
Greg Zickau, Office of IT Services  
Annette Polidori, State Historical Society  
Jason Urquhart, Div. of Purchasing  
Gregory Lindstrom, Div. of Purchasing  
Jeff Anderson, Liquor Division/Idaho Lottery  
Tony Faraca, Division of Liquor  
Stephanie Wildman, Idaho Transportation Dept.  
Greg Mathias, Dept. of Water Resources  
Daren McKinney, Verizon  
Ryan Zimmerle, Ednetics, Inc.  
Katie Bash, Gartner  
Mitch Cunningham, CompuNet, Inc.  
Tim Walken, Treinen  
Justin Carr, Bilbao & Co.  
Chad Williams, TekSystems  
Ariel Acosta, Cisco  
Nick Powers, DEQ (phone)

### CALL TO ORDER

Chairman Ross welcomed everyone and called the meeting to order at 1:32 pm.

### MINUTES

**MOTION: Ms. Barton-Wagner moved and Ms. Ford seconded a motion to approve the meeting minutes from February 19, 2019, as presented; the motion was approved.**

### PROCUREMENT

Mr. Urquhart gave status updates on the cloud services and internet services Requests for Proposals (RFPs). Solicitation development is underway for the cloud services RFP and is intended to be out for bid by the end of the month. Letters of Intent to Award for the internet services RFP have been sent to Tek-Hut and Syringa, and it is anticipated that contracts will be in place by sometime next week.

### ITLC NEXT STEPS

Chairman Ross opened the floor for discussion on possible next steps for the ITLC, in light of the rollout of phase one of the Governor's IT modernization initiative in FY20. The initiative directly impacts four agencies with seats on the committee (Tax Commission, Industrial Commission, Div. of Vocational Rehabilitation, and Dept. of Insurance). It was agreed that further discussion was needed regarding whether the charter should be amended and whether the four impacted agencies would continue to have seats on the committee, and that some

recommendations should be made to the ITA for consideration. The possibility of holding a special meeting to vote on recommendations ahead of the next ITA meeting was raised.

**OTHER BUSINESS**

IT MODERNIZATION INITIATIVE UPDATE – Mr. Zickau updated the committee on the status of the hiring process for the 36 new positions at ITS that were created as part of the first phase of the Governor’s IT modernization initiative. Senior managers have been hired and interviews have begun for their direct reports and remaining staff, with several job announcements still open. To date, ten hires have been made.

Mr. Zickau noted that these hires are being made under the new classification system, and several job announcements had to be retracted and re-advertised with adjusted minimum qualifications (MQs) to better align them with those specific positions. The MQ adjustments were made working through DHR and some of the larger agencies that have that classification.

Mr. Zickau reported that an integration team for IT operations has been formed to meet with the leadership of the impacted agencies to walk them through the integration process and develop and finalize an integration plan for each agency. This team is being led by Jon Pope, Chief of Operations for ITS. In the meantime, Jeff Weak, Administrator for ITS, is also meeting with the leadership at the impacted agencies regularly.

Related to modernization, Mr. Zickau reported on several changes to the IT procurement approval process, which include the addition of purchases related to VoIP systems, traditional phone systems, and the addition of network purchases over \$5,000. These changes are effective immediately.

CHINDEN CAMPUS UPDATE – Mr. Smith summarized current activity out at the Chinden Campus and shared some key dates related to the status of the data center and occupancy of Building 2 coming up in the project timeline.

Discussion followed regarding badge access for Buildings 2 and 8 and how access will be handled going forward. Ms. Smith explained that an expedited solution was being worked on and was expected to be in place sometime in May, although the timeline will be dependent on the vendor. Also discussed was the timeline for the data center and how soon rack space might be available in the data center for other agencies to rent.

UPCOMING RETIREMENT: Chairman Ross shared that Ms. Barton-Wagner will be retiring from the state in June and thanked her for her service.

IDAHO.GOV DOMAIN: Mr. Farnsworth reported that a company in Las Vegas has been sending out billings for the Idaho.gov domain name. He noted that the State owns the Idaho.gov domain, and agencies should disregard such billings.

**ADJOURNMENT / NEXT MEETING**

The meeting adjourned at 2:08 pm. The next regular meeting was scheduled for June 18, 2019 at 1:30 pm.

*Erin Seaman*

Erin Seaman, Office of IT Services (ITS)