Idaho Technology Authority (ITA)
IT Leadership Council (ITLC)
Draft Meeting Minutes: June 18, 2019 at 1:30 p.m.
East Conference Room, JRW Building, 700 West State Street, Boise, Idaho.
(Approved August 20, 2019)

ATTENDANCE
Members/Alternates Present:
Bob Ross, Dept. of Fish & Game (CHAIR)
Randy Turner, Dept. of Correction (VICE CHAIR)
Jon Spence, Division of Liquor
Terry Ford, Tax Commission
Mike Langrell, Idaho Military Division
Scott Williams, Dept. of Parks & Recreation
Shana Barrowclough, Industrial Commission
Tammy Shipman, State Controller's Office
Glen Gardiner, Dept. of Water Resources
Chris Victory, Idaho Transportation Dept. (phone)
Dan Raiha, Dept. of Lands (phone)
Alvino Artalejo, Dept. of Health & Welfare *(Alternate)*
Mark Hill, Dept. of Education *(Alternate)*
Wade Howland, State Supreme Court *(Alternate)*

Members Absent:
Eric Beck, Dept. of Labor
Michael Farley, Dept. of Health & Welfare
Bob Nertney, Health Districts
Chris Smith, Office of IT Services (ITS)
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
Hojat Khosrovi, Office of IT Services
Diego Curt, Office of IT Services
Faith Cox, Office of Risk Management
Tawna Chesnut, State Historical Society
Jason Urquhart, Div. of Purchasing
Gregory Lindstrom, Div. of Purchasing
Pete Owechko, Dept. of Fish & Game
Tony Faraca, Division of Liquor
Stephanie Wildman, Idaho Transportation Dept.
Josh Stemp, Idaho Transportation Dept.
Josh Backer, Idaho Transportation Dept.
Decar Scaff, Dept. of Education
Joyce Popp, Dept. of Health & Welfare (phone)
Ryan Zimmerle, Ednetics
Kevin Browning, Ednetics
Mike Vance, VMWare
Mitch Cunningham, CompuNet
Luke Kilcup, Lobby Idaho
Justin Carr, Bilbao & Co.
Gara McCutchen Aragon, SHI

CALL TO ORDER
Chairman Ross welcomed everyone and called the meeting to order at 1:33 pm. He reported on several changes to the committee as a result of the IT modernization initiative:
- The Idaho Industrial Commission has appointed a new member to the committee, Shana Barrowclough
- The Division of Vocational Rehabilitation has relinquished their seat on the committee
- A new appointment for the Dept. of Insurance has not been named yet, so that seat is currently vacant

MINUTES
MOTION: Mr. Langrell moved and Mr. Turner seconded a motion to approve the meeting minutes from April 16, 2019, as presented; the motion was approved.

PROCUREMENT
Mr. Urquhart had no updates to report, but he noted that the cloud services Request for Proposals (RFP) is currently being evaluated. He anticipated that the evaluation process would take several weeks to complete.

INCIDENT RESPONSE PROGRAM UPDATE / ITA STANDARD & GUIDELINE REVISIONS
Mr. Curt gave an update on the Idaho incident response program, noting that the team was in the final stages of developing the training program. He has presented the Incident Response Program to the National Governor's Association (NGA); as well as the NASCIO Mid-Year Conference, where he participated on a panel; and to MS-ISAC, where he participated in a webinar. Additional details will be communicated to agencies as soon as they are available.

Mr. Curt then did a demo of the WebEOC database, in which agencies can report incidents and breaches. Agencies will be able to see their own incidents and build their own reports and charts. He also gave an overview of the updated cybersecurity website and shared the ITA website and resources page, where all current ITA policies, standards, and guidelines are posted.

Following his update on the incident response program, Mr. Curt reviewed the proposed changes to ITA Standard S6010 (Cybersecurity Incident and Breach Response Management and Reporting), and ITA Guideline G585 (Cybersecurity Incident and Breach Response Reporting). Discussion followed, and several edits were made to both documents.

MOTION: Mr. Langrell moved and Mr. Turner seconded a motion to approve the revisions to ITA Standard S6010, as corrected; the motion was approved.

MOTION: Ms. Ford moved and Mr. Langrell seconded a motion to approve the revisions to ITA Guideline G585, as corrected; the motion was approved.

OTHER BUSINESS
Chairman Ross reminded the group that there was an ISEC meeting on Thursday, June 20th. They will be discussing anti-virus solutions.

ADJOURNMENT / NEXT MEETING
The meeting adjourned at 2:38 pm. The next meeting was scheduled for August 20, 2019 at 1:30 pm.

Erin Seaman

Erin Seaman, Office of IT Services (ITS)