

Idaho Technology Authority (ITA)

June 3, 2020 Draft Meeting Minutes

Approved December 9, 2020

The Idaho Technology Authority meeting was held via Webex/Teleconference on June 3, 2020 at 1:30 pm (Mountain).

ATTENDANCE

Members Present:

Jeff Weak, CHAIR, Office of the Governor
Sen. David Nelson
Greg Zickau, Office of IT Services
Charlene McArthur, Transportation Department
David Fulkerson, Div. of Financial Management
Brett Richard, Dept. of Labor
Lori Wolff, Dept. of Health & Welfare
Collier Lipple, Military Division
Wilma Robertson, IGC-EC Chair
Joshua Whitworth, State Controller's Office
Kevin Iwersen, Idaho Supreme Court
Terri Kondeff, Legislative Services Office
Maj. Charlie Spencer, Idaho State Police
Faith Cox, Dept. of Administration
Christine Starr, Dept. of Correction
Matt Freeman, State Board of Education

Members Absent:

Rep. Britt Raybould

Others Present:

Erin Seaman, Office of IT Services
Tammy Wallace, Office of IT Services
Tawna Chesnut, Historical Society
Chris Smith, Office of IT Services
Julie Weaver, Office of the Attorney General
Mark Mayer, Office of IT Services
Brigitte Teets, Office of IT Services
Keith Tresh, Office of IT Services
Lance Wyatt, Office of IT Services
Michelle Santurro, Office of IT Services
Bob Ross, Dept. of Fish & Game
Cheryl Dearborn, Office of IT Services
Roger Dubois, Commission for Libraries
Brian Shields, Office of Emergency Management

CALL TO ORDER

Chairman Jeff Weak called the meeting to order at 1:31 pm.

MINUTES

MOTION: Ms. Robertson moved and Mr. Freeman seconded a motion to approve the minutes of the December 4, 2019 meeting, as presented; the motion passed unanimously.

ITA AND SUBCOMMITTEE ETHICS & CONDUCT POLICY

Chairman Weak gave a brief overview of the draft ethics and conduct policy being proposed for the ITA and its subcommittees. He noted that most boards and commissions have this type of policy in place. Deputy AG Julie Weaver provided the template language for the draft policy, which includes the ITA and its subcommittees.

MOTION: Mr. Fulkerson moved and Ms. McArthur seconded a motion to adopt the ITA and Subcommittee Ethics & Conduct Policy, as presented; the motion passed unanimously.

ITA SUBCOMMITTEE UPDATES

IDAHO GEOSPATIAL COUNCIL-EXECUTIVE COMMITTEE (IGC-EC) – Ms. Robertson presented the 2020 IGC-EC election results, noting that two new members were elected to the committee, Carolina Valderrama-Echavarria from the U.S. Census Bureau, and Jan Cunningham from Esri, while the remaining candidates elected were incumbents.

MOTION: Ms. Robertson moved and Mr. Zickau seconded a motion to ratify the results of the 2020 IGC-EC election; the motion passed unanimously.

IT LEADERSHIP COUNCIL (ITLC) – Chairman Weak discussed the membership of the ITLC, noting its importance as a technical subcommittee of the ITA. He explained that as a result of the Governor's IT modernization initiative, there are several agencies with seats on the ITLC who will no longer have technical staff in their agencies as of June 15. Agencies included in phases 1 and 2 of the modernization initiative that did not retain any technical staff are represented by ITS on the committee but have been contacted to determine whether they want to retain their seat. The Division of Vocational Rehabilitation and the Department of Water Resources have

relinquished their seats, and responses have not yet been received from the Department of Insurance (DOI) or the Department of Parks & Recreation (IDPR).

Chairman Weak noted that with multiple vacancies on the committee, the ITLC has had difficulty achieving a quorum of late. Following a brief discussion it was agreed that DOI and IDPR should have additional time to respond on whether they would like to relinquish their seats or nominate new members to the ITLC.

ITA POLICY EXEMPTION REQUEST

DEPARTMENT OF HEALTH & WELFARE (DHW) EXEMPTION REQUEST FROM P5010 (WEB PUBLISHING) – Ms. Wolff presented the request that DHW be exempted from ITA Policy P5010. She explained that the new web templates released in January 2019 do not meet the current navigation and information needs for the services and information provided on DHW’s website. If approved, this exemption would ensure that the DHW website has the flexibility in navigation, information organization, and agency content to support the public and their partners.

Following discussion, it was agreed that the exemption should be granted and Ms. Wolff agreed to provide an overview of the revised website at a future meeting. Mr. Ross also agreed to discuss possible website template revisions with the ITLC at a future meeting.

MOTION: Mr. Zickau moved and Mr. Fulkerson seconded a motion to approve the exemption for the Idaho Department of Health & Welfare’s website from ITA Policy P5010; the motion passed unanimously.

IT MODERNIZATION

Chairman Weak gave an update on the status of phase 2 of the Governor’s IT modernization initiative, which includes additional agencies and adds new functionalities such as regional support centers, improved portfolio management, enterprise architecture and licensing capabilities, data analytics, and two new project delivery teams. ITS support for agencies included in phase 2 begins on June 15, with individual users increasing from approximately 1,800 to over 6,000. ITS staff will increase from 66 FTP to 135, with approximately 40 new staff members to be onboarded on June 15. Hiring is underway for the remaining open positions.

Discussion followed regarding future phases of the initiative, and Chairman Weak explained that there will be a phase 3, but what that will encompass, and which agencies, is yet to be determined. ITS will be working closely with the legislature and the Division of Financial Management (DFM) in the coming months as work continues.

IT APPROVALS PROCESS

Mr. Zickau gave a brief overview of several new approvals processes for IT-related budget requests, expenditures, and procurement. The new processes are intended to steer and guide strategy at the enterprise level, with ITS providing technical expertise to DFM and the Legislative Services Office (LSO). ITS’ new chief technology officer and new chief information security officer will be involved in these processes.

Chairman Weak explained that ITS also now has new enterprise architects and licensing experts in place, allowing them to identify areas of opportunity and statewide enterprise solutions, and will be publishing a 3-year roadmap later this year.

OTHER BUSINESS

Ms. McArthur announced the hiring of Mark McKinney as the new chief information officer at the Idaho Transportation Department.

ADJOURNMENT

The meeting adjourned at 2:33 pm. The next meeting of the ITA has yet to be scheduled.

Erin Seaman

Erin Seaman, Office of IT Services