

Idaho Technology Authority (ITA)

IT LEADERSHIP COUNCIL (ITLC)

APPROVED Meeting Minutes: December 21, 2021, at 1:30 pm MST

Members Present:

- Jon Spence, Division of Liquor
- Alvino Artalejo, Dept. of Health & Welfare
- Brett Richard, Dept. of Labor
- Dan Thornock, Dept. of Fish & Game
- Mark Mayer, Office of IT Services
- Mark McKinney, Transportation Dept.
- Matt Merrell, Public Health District 6
- Michele Tomlinson, Dept. of Correction
- Terry Ford, State Controller's Office

Members Absent:

- Adam Zaragoza, Dept. of Parks & Rec
- Carley Nelson, ID Courts
- Chris Colligan, Dept. of Lands
- Marc Norton, Tax Commission
- Mike Langrell, Military Division
- Rick Kennedy, Dept. of Education
- Steven Higgins, Idaho State Police

Others Present:

- Annette Polidori, State Historical Society
- Casey Adamson, CISCO
- Cheryl Dearborn, Office of IT Services

- Decar Scaff, Dept. of Education
- Elizabeth Knox, Office of IT Services
- Erin Seaman Office of IT Services
- Faith Cox, Dept. of Administration
- Foster Cronyn, Secretary of State
- Gara McCutchen Aragon, SHI
- Janelle White, Dept. of Human Resources
- Jason Urquhart, Dept. of Administration
- Jennifer Dvorak, ID Courts
- John Frame, CISCO
- John Foster, Kestrel West
- Josh Stemp, Dept. of Homeland Security
- Kristin Bartz, Office of IT Services
- Larry Sweat, PERSI
- Lauren Talyor, Gartner
- Mary Coffman, Office of IT Services
- Matt Aslett, Office of IT Services
- Mitch Head, Cradlepoint
- Rocky Bencken, State Controller's Office
- Scott Knights, Dept. of Health & Welfare
- Stephanie Wildman, Cradlepoint
- Tawna Chesnut, State Historical Society
- Phone x4097

CALL TO ORDER

Chair Ross was unable to attend the meeting, Vice-Chair stepped in as Chair. Mr. Spence welcomed everyone and called the meeting to order at 1:35 pm MST. A quorum was established.

MEETING MINUTES

MOTION: Mr. Richard moved, and Mr. McKinney seconded a motion to approve the minutes of the June 15, 2021, meeting, as presented; the motion passed unanimously.

PROCUREMENT UPDATE

Jason Urquhart, Division of Purchasing (DOP), reported on the following procurement updates:

- IT Services are set to expire at the end of the month (Dec. 2021) but anticipate an extension of March 31, 2022. Moving to an IT Managed Service contact under NASPO. The March 31st extension will give agencies time to analyze current PSOs.
- IT Security Related Products are set to expire but DOP anticipates a March 31, 2022, extension.
- Audio Visual contract with CDW-G is set to expire May 11, 2022.
- Data Communications - Juniper Networks set to expire May 24, 2022.
- GIS is set to expire on March 31, 2022 but is expected to be extended.
- Software Value Added Reseller was set to expire January 7, 2022, but DOP extended the master agreement through April 7, 2022.

Contracts that do not expire in the next six months:

- Computer Equipment
- Cellular
- Smartsheet (Project Management Software)
- Copiers
- Telephone Services
- Cloud Services
- State Network Services

Mr. Urquhart briefly walked members through how to use the updated DOP website (<https://purchasing.idaho.gov/>). Users can use to look up IT contracts on <https://purchasing.idaho.gov/statewide-contracts-list-view/>

ITA MEETING UPDATE

Ms. Bartz presented the ITA December 14, 2021, meeting updates:

- Approved ITLC Charter updates and ITLC Elections for Chair and Vice-Chair
- Ratified IGC-EC Chair Re-appointment (Wilma Robertson, ITS)
- Reviewed several ITA Policies including P1010 IT Policies, Standards, and Guidelines Framework, P4590 Cybersecurity Incident and Breach Reporting Response Management, P4503: Identity & Access Management (NEW).
 - P1010 was approved.
 - P4503 was approved.
 - P4590 was not approved. Edits were suggested.
- Jeff Weak, ITS, provided a few cybersecurity updates
- Josh Whitworth, State Controller's Office, provided a LUMA update
- Annual ITA Report and Access Idaho Report were presented to the members

IT RETENTION AND RECRUITMENT

Mark McKinney, Idaho Transportation Department, suggested a discussion around IT Retention and Recruitment. Mr. McKinney explained his struggle hiring new IT talent and retaining talent with remote work and much higher salaries being available outside of the state. He questioned how they can strengthen their recruitment process and retain them.

Janelle White, DHR, explained what DHR has noticed and strategies the state is using to recruit and retain employees. Ms. White explained the labor market challenge stating there are 50,000 unfilled jobs, with approximately 30,000 unemployed workers, leaving 20,000 still unfilled if all unemployed workers filled jobs. Employers are competing for the same talent. Ms. White suggested sign-on and retention bonuses and giving employees greater flexibility (ex. telecommuting). Ms. White acknowledge the difficulties and explained the Division of Human Resources has recommended a 5% change in employee compensation to the Governor and the Legislature for FY 2023.

Mr. Spence asked for clarification on the sign-on bonuses. Ms. White clarified the sign-on bonuses can be provided upon hire and are limited to five percent of the employee's base salary.

Mr. McKinney stated ITD is not advertising remote work and questioned whether there was statewide guidance around telecommuting. Mr. McKinney also questioned if there could be a focused effort to increase pay for some higher ranked job categories (ex. software engineers, developers, etc.). Ms. White explained agencies are

allowed to determine what is appropriate for their workforce, and that the Governor's office and DHR support each agency's decision. Regarding targeting the higher ranked jobs, Ms. White emphasized it is up to the directors/administrators to allocate their funds.

Ms. Bartz mentioned ITS has started advertising sign-on bonuses and has already seen some success. ITS went from zero candidates to six on a single posting.

ITLC CHARTER

Mr. Spence called for a motion to approve a working group (of 8 or less) to review and make recommendations for revising the ITLC Charter.

MOTION: Mr. Richard moved to approve a working group to review and make recommendations for revising the ITLC Charter; Ms. Tomlinson seconded; the motion was approved.

Mr. Spence put out a call for volunteers. The following individuals volunteered:

- Jon Spence
- Brett Richard
- Dan Thornock
- Michele Tomlinson
- Alvino Artalejo

ADJOURN

Chairman Spence called for a motion to adjourn.

MOTION: Ms. Tomlinson moved, and Mr. Artalejo seconded a motion to adjourn; the motion was approved.

The meeting adjourned at 2:14 pm MT. The next meeting is scheduled for February 15, 2022, at 1:30 pm MT.


