Idaho Technology Authority (ITA)
December 14, 2021 Approved Meeting Minutes

ATTENDANCE

Members Present:
Jeff Weak, CHAIR, Office of the Governor
Lori Wolff, Dept. of Health & Welfare
Brett Richard, Dept. of Labor
Joshua Whitworth, State Controller's Office
Andrew Masters, Dept. of Health & Welfare
Charlene McArthur, Idaho Transportation Dept.
Maj. Bill Gardiner, Idaho State Police
Michele Tomlinson, Dept. of Correction
David Fulkerson, Div. of Financial Management
Chris Campbell, State Board of Education
Ben Call, Military Division
Greg Zickau, Office of IT Services
Wilma Robertson, IGC-EC Chair
Sen. Kevin Cook, Idaho Legislature
Rep. Chris Mathias, Idaho Legislature

Members Absent:
Faith Cox, Dept. of Administration
Terri Kondeff, Legislative Services Office
Carley Nelson, Idaho Supreme Court

Others Present:
Alexis Blue, MCC Innovations
Andrew Dyer, Zscaler

Andy Miller, Ada County Highway District
Brigette Teets, Office of IT Services
Brian Shields, Idaho Military Division
Casey Adamson, Cisco
Decar Scaff, Dept. of Education
Dylan Baker, Commission for Libraries
Elizabeth Knox, Office of IT Services
Erin Seaman, Office of IT Services
Gara McCutchen Aragon, SHI
Jeff Walker, Access Idaho
Jon Spence, Division of Liquor
Josh Stemp, Dept of Homeland Security
Kent Petzold, Central District Health
Kristin Bartz, Office of IT Services
Larry Sweat, PERSI
Lauren Talyor, Gartner
Mark Mayer, Office of IT Services
Mark McKinney, Idaho Transportation Dept.
Mary Bir-Coffman, Office of IT Services
Matt Aslett, Office of IT Services
Mitch Head, Cradlepoint
Mike Langrell, Idaho Military Division
Randal Clayton, Cisco
Tawna Chesnut, Historical Society
Terry Ford, State Controller's Office
Thane L, Slalom

CALL TO ORDER
Chairman Jeff Weak welcomed the committee and called the meeting to order at 1:31 pm. Roll call was taken and a quorum established.

Chairman Weak welcomed the newest committee members. Andrews Masters replacing Lori Wolff; Carley Nelson replacing Kevin Iwersen; and new legislative members, Senator Kevin Cook and Representative Chris Mathias.

MARCH 31, 2021 MINUTES
MOTION: Ms. Charlene McArthur moved and Ms. Wilma Robertson seconded a motion to approve the minutes of the March 31, 2021 meeting, as presented; the motion passed unanimously.

ITA SUBCOMMITTEE UPDATES
ENTERPRISE SECURITY WORKING GROUP (ESWG) – Mr. Mike Langrell, ESWG Member, presented the new charter to the committee.

Mr. Masters asked if agencies needed to provide members. Mr. Langrell indicated the more participation, the better to provide technical expertise on cybersecurity issues impacting agencies. Chairman Weak said he would be happy to send letters to agencies to encourage participation, especially since the talent pool continues to grow smaller with IT modernization.

Ms. McArthur pointed out a typo to correct.

ESWG CHARTER
MOTION: Ms. Charlene McArthur moved and Mr. Bill Gardiner seconded a motion to ratify the new charter for the Enterprise Security Working Group, with grammar corrected; the motion passed unanimously.

IT LEADERSHIP COUNCIL (ITLC) – Mr. Mike Langrell, ITLC Chair, presented an update on the charter. ITLC was intended to be the technical leadership in agencies to provide input on state policies. Mr. Langrell would like to add more IT managers to the membership, update the charter, and is requesting permission from ITA to proceed. Chairman Weak supported the ITLC moving forward with reviewing the charter and considering more IT managers. The charter can still be updated to reflect the current membership today.

ITLC CHARTER
MOTION: Ms. Charlene McArthur moved and Mr. Ben Call seconded a motion to ratify the modifications to the ITLC charter, as presented; the motion passed unanimously. No discussion.

Mr. Langrell presented the changes to the ITLC leadership with the retirement of Mr. Bob Ross. The committee elected Mr. Mike Langrell as chair and Mr. Jon Spence as vice chair.

ITLC ELECTIONS
MOTION: Ms. Wilma Robertson moved and Ms. Charlene McArthur seconded a motion to ratify the ITLC elections for chair and vice chair, as presented; the motion passed unanimously. No discussion.

IDAHO GEOSPATIAL COUNCIL-EXECUTIVE COMMITTEE (IGC-EC) – Ms. Wilma Robertson, IGC-EC Chair, reviewed the results from the chair for the IGC-EC. Ms. Wilma Robertson was re-elected as chair for a second term.

MOTION: Ms. Charlene McArthur moved and Mr. Greg Zickau seconded a motion to ratify the results of the IGC-EC chair election; the motion passed unanimously. No discussion.

Ms. Robertson played a video from Mr. Mike Woodford, Chief Data Officer, about the recently adopted Idaho GIS Strategic Plan, highlighting the timeline and process.

MOTION: Mr. Greg Zickau moved and Mr. Bill Gardiner seconded a motion to approve the IGC-EC GIS Strategic Plan; the motion passed unanimously. No discussion.

ITA POLICIES
ITA Policy P1010 – IT Policies, Standards, and Guidelines Framework
Mr. Matt Aslett, Chief Compliance Officer, Office of IT Services, reviewed the changes to the policy. This policy was previously before the committee; the requested changes were made and ITLC approved the revision. The definitions were moved to G105 – Glossary of Terms; reformatted for readability; replaced implementation period. The implementation period was removed with the intent for policies and standards to be in effect immediately. Agencies are not expected to implement them immediately but rather to work towards implementation once the policy is approved.

MOTION: Ms. Charlene McArthur moved and Mr. David Fulkerson seconded a motion to approved ITA Policy P1010; the motion passed unanimously. No discussion.

ITA Policy P4590 – Cybersecurity Incident and Breach Reporting Response Management
Mr. Aslett presented the updates to P4590. This policy was previously before the committee; the requested changes were made and ITLC approved the revision.

Ms. McArthur commented on Section IV, paragraph one under Policy. Given the activity with modernization, what is expectation agencies will be required to have an incident response contact. Chairman Weak advised ITS provides incident response for all supported agencies through the Chief Information Security Officer's team.

There was further discussion regarding amending the language about establishing a incident response contact or process and the impact to the agencies.

MOTION: Ms. Charlene McArthur moved to approve ITA Policy P4590 and modify Section 4, Paragraph 1 and change "capability" to "contact" and keep the rest as proposed. Mr. Ben Call seconded. Discussion followed.

ITA Policy P4590 was tabled until the next ITA meeting to allow the policy authors to consider several proposed changes to the wording and intent.

ITA Policy P4503 – Identity and Access Management (NEW)
Mr. Aslett reviewed the new policy approved by ITLC. If approved, it will create administrative reference changes in P4110 and P4502. Prior to this policy, ITA only had a password guideline which was considered weak by today's technology standards. This new policy and standard was created by Josh Stemp, Idaho Transportation Department, in conjunction with the ESWG. This policy will help ensure state assets are protected through identity and access management standards and practices.

Discussion followed. Mr. Fulkerson proposed striking first sentence in Abstract, Section 2.

MOTION: Mr. David Fulkerson moved and Ms. Charlene McArthur seconded a motion to approved ITA Policy P4503; with amendments; no further discussion. Motion passed unanimously.

CYBERSECURITY CONSORTIUM
Chairman Weak provided the update for Mr. Keith Tresh. Chairman Weak went through the membership and three identified goals for the consortium. Each goal has a subcommittee to identify targets including: produce statewide threat intelligence program; create cybersecurity outreach program for cities, counties, local government, education, and businesses; create workforce development program in Idaho. Will provide further updates at future ITA meetings.

CYBERSECURITY UPDATE
Chairman Weak provided the update for Mr. Keith Tresh. ESWG is doing a gap analysis for policies in the state. ITS is partnering with the Idaho National Guard including a signed MOA for incident response capabilities and establishes support for cities and counties in the event they cannot manage an incident by themselves. The ING is also providing penetration testing at no or low cost for these same entities. The ITS CISO office is standing up a threat intelligence service for the entire state to examine critical infrastructure including power, water, banking, etc. The biggest hurdle is establishing vetted persona on the Dark Web to gather intel.

LUMA UPDATE
Mr. Josh Whitworth, State Controller's Office, provided a brief Luma update. They are looking to go live with finance and procurement modules in the next six months. After that piece is implemented, they are targeting HR, payroll, and time entry for phase two. Target date for these two components is January 2023.

Two testing cycles are scheduled. The first, system integration testing, will be the most exhaustive test to date. It includes end-to-end testing with several agencies to make this happen. The second is the readiness phase. All agencies will be asked to participate. Training will begin at the same time they go live with the modules.

Agencies will be getting a cut-over checklist and are being asked to be ready and prepared to assist with all activities. They understand agencies have concerns and they are doing everything they can to calm fears to be open and transparent with activities.

SCO procured multifactor authentication accounts for the state to access the cloud platform and be a part of the Luma solution. This tool can be used for other agency needs for IT authentication. Mr. Whitworth encouraged agencies to reach out to learn more.

They are working through setting up interfaces with existing legacy systems with each agency; Mr. Whitworth encouraged agencies to evaluate their systems to see if they even need an interface. If they do, please ensure they are on the list to be reviewed and connected.

IT MODERNIZATION UPDATE
Chairman Weak provided a quick update on the Governor's IT Modernization. ITS has completed two phases to date. This effort has gone beyond updates and standardization; new functionality is built in including a chief technology officer, chief data officer, data analytics, enterprise architecture, project teams, regional support staff. Currently up to 135 staff and support 54 agencies, boards, and commissions. Recommending agencies for phase three, adding 1200 users to the customer base for legislative approval.

ENTERPRISE UPDATE
Mr. Mark Mayer, Chief Technology Officer, Office of IT Services. His team has been working with Division of Purchasing to provide better contract options for state agencies. There has been good adoption under the Adobe contract and there are additional resources ITS can help with. Pluralsight was recently added to assist with training. govDelivery contract is being finalized. ITS is hosting a webinar on January 5, 2022, on the govDelivery email platform for agencies to learn more about the functionality and cost. Cloud fax was recently acquired and interested agencies can reach out to ITS for more information.

In process: IT security products and electronic content management solutions.

If there are any contracts or solutions that would benefit all state entities, Mr. Mayer encouraged agencies to contact ITS to assist with the process.

DATA ANALYTICS PRESENTATION
In the interest of time, Chairman Weak tabled Mr. Woodford's video presentation to a later date.

REPORTS
The ITA FY21 Annual Report and the Access Idaho Annual Report are now available to the committee, as required by statute. Please contact Kristin Bartz with any questions about these reports.

OTHER BUSINESS
There was no other business.

ADJOURNMENT
MOTION: Ms. McArthur moved and Ms. Robertson seconded a motion to adjourn; the motion passed unanimously.

The meeting adjourned at 3:05 pm. The next meeting of the ITA will be scheduled at a later date.

Kristin Bartz, Office of IT Services