

Access Idaho Steering Committee

Subcommittee of the Idaho Technology Authority (ITA)

Meeting Minutes

Thursday, June 23, 2023, 1:30 pm MST

Webex link (with video): <https://idahogov.webex.com/meet/mary.bir>

Teleconference (audio) only/dial-in: Toll-free phone: 1-833-695-0549 / Access Code: 133 062 4021 #
11331 W Chinden Blvd. B201, Boise, ID 83714

Members Present:

- Robert Butler, Office of Information Technology Services
- Chad Houck, Secretary of State's Office
- Dave Tolman, Idaho Transportation Department
- Chuck Weber (proxy), Department of Health & Welfare
- Jeff Walker, Access Idaho Project (non-voting member)

Others Present:

- Brigitte Teets, Office of Information Technology Services
- Greg Zickau, Office of Information Technology Services
- Matt Farina, Idaho Legislative Services Office (non-voting)
- Kristin Bartz, Office of Information Technology Services
- Catherine Thies, Office of Information Technology Services

WELCOME

Chairman Butler called the meeting to order at 1:32 pm MST. A quorum was established.

MINUTES

MOTION: Mr. Tolman moved to approve the minutes of the March 24, 2022, meeting, as written; there was no second; the committee voted to approve the minutes.

REPORTS FROM ACCESS IDAHO

Jeff Walker, Access Idaho, gave an update on Access Idaho's Current priorities:

- Idaho Transportation Department, Commercial Vehicles Division, Full Fee Online Scheduling Service for Idaho Ports of Entry
- Idaho Transportation Department Commercial Driver Monitoring
- Idaho State Police Payment Integration
- Idaho Department of Motor Vehicles

REVIEW OF SERVICE LEVEL AGREEMENT(S)

Mr. Walker reviewed Idaho Division of Veterans Services

- Service Level Agreement dated June 16, 2022
- Addendum A

MOTION: Mr. Tolman moved, and Mr. Houck seconded a motion to approve the Division of Veteran Services – SLA, and Addendum A, as written; the motion passed unanimously.

Mr. Walker reviewed Panhandle District Health - Addendum C Event registration that does not include single sign-on or PII.

Mr. Tolman requested that going forward Addendums include a simplified description of what is being built, as introduction to the standard technical details

MOTION: Mr. Tolman moved, and Mr. Weber seconded a motion to approve the Panhandle District Health - Addendum C, as written; the motion passed unanimously.

REQUEST FOR PROPOSAL - STATUS

Chairman Butler provided an update on the RFP at the committee's request. Division of Purchasing is currently leading the effort to review all of the potential requirements for this RFP in conjunction with other agencies and the Governor's office. ITS is unable to provide further update as it would be unethical to release information at this time.

ADJOURNMENT

Meeting was adjourned at 2:12pm. The next meeting date is scheduled for July 28, 2022, 1:30 p.m. (MT)

C Thies, Office of IT Services