

IT Resource Management Council (ITRMC)

## **IT Leadership Council (ITLC)**

Meeting Minutes: November 27, 2012 at 1:30

Conference Room B35 of the LBJ Building, 650 West State Street, Boise, Idaho.

(Approved February 5, 2013)

### **ATTENDANCE**

#### **Members/Alternates Present:**

Becky Barton-Wagner (Vice Chair), Dept. of Insurance  
Steve Wilson, State Controller's Office  
Michael Farley, Dept. of Health & Welfare  
Greg Zickau, Office of the CIO  
Mike Teller, State Tax Department  
Glen Gardiner, Dept. of Water Resources  
John Rigby, Dept. of Correction  
Dan Raiha, Dept. of Lands  
Robert Butler, Industrial Commission  
Craig Potcher, Dept. of Fish & Game (phone)  
Jim Williams, Public Health District III (phone)  
Mike Langrell, Idaho Military Division (phone)  
Michael Key, Idaho State Police (phone)  
*Alternate* Randi Bristol, Transportation Dept.

#### **Others present:**

Sally Brevick, Office of the CIO  
Carla Casper, Office of the CIO  
Cheryl Dearborn, Office of the CIO  
Bill Farnsworth, Office of the CIO  
Sarah Hilderbrand, Div. of Purchasing  
Steve Hill, Gartner  
Gregory Lindstrom, Div. of Purchasing  
Scot Maring, Office of the CIO  
Tom Peterman, State Controller's Office  
Jon Pope, Office of the CIO  
Pam Stratton, Office of the CIO

#### **Members Absent:**

John McAllister (Chair), Dept. of Labor  
Shannon Barnes, Transportation Dept.  
Scott Williams, Div. of Vocational Rehabilitation  
Kevin Zauha, Dept. of Parks and Recreation  
Troy Wheeler, Dept. of Education

### **CALL TO ORDER**

Becky Barton-Wagner called the meeting to order and introductions were made.

### **MINUTES**

**MOTION: Steve Wilson moved and John Rigby seconded a motion to approve the meeting minutes from October 2, 2012 with one amendment; the motion passed unanimously.**

### **STATE IT CLASSIFICATIONS AND COMPENSATION**

Michael Farley led a discussion on updating and standardizing the classifications and compensation structure. Several council members volunteered to form a Personnel Classification TWG to focus efforts on this initiative.

### **GRANTS ANALYSIS**

Michael Farley reminded the council of the discussion initiated at the October meeting. The Dept. of Health and Welfare, which is taking the lead on this matter, will be meeting with DFM to learn how they would benefit from a high-level tracking of all state agency grants. Mr Farley will report back at the February ITLC meeting.

### **LANDESK**

Craig Potcher initiated a general discussion about the management of contracts for software suites. Pam Stratton (OCIO) will lead the effort to form a working group (with the Security TWG at its core) that will be tasked with developing a matrix of software needs and corresponding vendor solutions. This will be shared with the ITLC prior to discussions with the Division of Purchasing.

## **CYBER STORM FOLLOW UP**

Pam Stratton briefed the council on the Cyber Storm exercise held in October, hosted by the Department of Homeland Security and the OCIO. Participating agencies have been unanimous in describing the exercise as very worthwhile. There were a number of actions arising, including the development of a Cyber Incident Response Plan for the state and elevating awareness at the executive level. Ms Stratton also noted that online cyber security training modules (SANS "Securing the Human") would shortly be rolled out to participating agencies.

## **STRATEGIC PLANNING – TWG UPDATES**

### DR/BC and Data Centers

Steve Wilson reported that the TWG is developing a survey in order to gather information from agencies about existing data center assets and DR capabilities. The survey will be sent out around mid-January.

### Conferencing

This TWG, led by Cheryl Dearborn, has been assessing the awareness levels among agencies of the existing services, products and contracts. The TWG is also reviewing contract expiration dates, whether they need to be rebid, and how to coordinate maintenance agreements. Current policies are being evaluated as to whether they need updating and if additional policies might be needed. Communication with agencies about infrastructure changes and the availability of services is a priority. The conference website (<http://conferencing.idaho.gov/>) is already used for scheduling conference and video calls, but will be expanded to include all relevant information.

### Looking Ahead

Greg Zickau raised the subject of the 2013 Strategic Planning Session, volunteers will be sought to form a planning group to prepare for this event.

## **PROCUREMENT**

A decision has been made to renew the IT Services contract as it has been working well. A new contract is now in place for Internet Services, although the current contract will be extended for about a month to provide time for the changeover. The ESRI contract for higher education is coming up for renewal.

## **NEW BUSINESS**

Rural America Onshore Outsourcing: Mike Teller queried this concept, which he had recently come across.

Alternative Web Browser: Greg Zickau suggested including an alternative web browser in the state standard (<http://itrmc.idaho.gov/psg/s3110.pdf>) for temporary use when vulnerabilities are experienced with Internet Explorer. Pam Stratton will consider what circumstances might warrant switching browsers and report back.

File Sharing: Dan Raiha queried the status of this matter, previously raised at the June meeting. Pam Stratton will look into this with the Security TWG and report back.

Public-facing, mobile-targeted web applications: Dan Raiha asked whether other agencies were considering such applications. Bill Farnsworth noted that the state website template is being rewritten to accommodate different screen resolutions. This will be completed in January and the coding will be available to agencies to use and adapt to different devices. Mr Farnsworth added that, under the Access Idaho contract, there is an application available to agencies for their field employees to accept credit card payments via agency mobile devices.

## **ADJOURNMENT / NEXT MEETING**

The meeting adjourned at 3:00, the next meeting is scheduled for February 5, 2013 from 1:30 to 3:30 in Conference Room B35 of the LBJ Building, 650 W. State St., Boise.

Respectfully submitted,



Sally Brevick, Office of the CIO