

Idaho Technology Authority (ITA)

April 26, 2016 Draft Meeting Minutes

(Approved on June 30, 2016)

The Idaho Technology Authority meeting was held on April 26, 2016 at 1:30 pm in the East Conference Room of the Joe R. Williams Building, 700 West State Street, Boise, Idaho.

ATTENDANCE

Members Present:

Dan Goicoechea, CHAIR, State Controller's Office
Rep. John Gannon
Gen. Dick Turner, Military Division
Cathy Holland-Smith, Legislative Services Office
Maj. Kevin Hudgens, Idaho State Police
Pat Donaldson, Dept. of Correction
Greg Zickau, Office of the CIO
Jay Engstrom, Dept. of Labor
Charlene McArthur, Idaho Transportation Dept. (ITD)
Dave Taylor, Dept. of Health & Welfare
Carmen Achabal, Dept. of Commerce
David Fulkerson, Div. of Financial Management
Matt Freeman, Office of the State Board of Education
Jim Nottingham, HP Inc.

Members Absent:

Senator Cliff Bayer
Pam Bond, IGC-EC Chair
Kevin Iwersen, Idaho Courts

Others Present:

Michael Farley, Dept. of Health & Welfare
Keith Reynolds, Dept. of Admin.
Erin Seaman, Office of the CIO
Ben Call, Military Division
Chris Victory, Idaho Transportation Dept.
Bill Farnsworth, Office of the CIO
Eric Beck, Dept. of Labor
Lance Wyatt, Office of the CIO
Cheryl Dearborn, Office of the CIO
Sherman Kester, CenturyLink
James Van Pelt, CenturyLink
Marty Tester, CenturyLink

Tom Olmstead, Office of the CIO
Faith Cox, Risk Management
Joan Compton, Risk Management
Tammy Shipman, State Controller's Office
Julie Weaver, Office of the Attorney General
Rodger Fisher, Office of the Attorney General
Jeff Walker, Access Idaho
Mark Estess, Eiguren Ellis
Mitch Head, Cradlepoint
Michael Kalm, Dept. of Labor
Rachel Zahn, Dept. of Labor

CALL TO ORDER

Chairman Dan Goicoechea called the meeting to order at 1:34 pm.

MOTION: Mr. Zickau moved and Mr. Donaldson seconded a motion to move the Executive Session agenda item to the end of the agenda; the motion passed unanimously.

Several new IT Leadership Council members were introduced: Jon Pope, Chief of Operations, was recently appointed to represent the Dept. of Administration, Office of the Chief Information Officer (OCIO), and Chris Victory, ITD's new Chief Information Officer, was recently appointed to represent ITD.

MINUTES

MOTION: Mr. Taylor moved and Ms. McArthur seconded a motion to approve the minutes of the February 23, 2016 meeting, as presented; the motion passed unanimously.

ITA POLICIES

ENTERPRISE POLICY P2050 (CYBERSECURITY FRAMEWORK) – Mr. Olmstead reviewed this policy, which would adopt the standard NIST cybersecurity framework for the state. This policy was tabled at the most recent ITA meeting with a request for additional review and revisions by a policy working group, which has since been

done. This policy would replace the existing Information Technology Security Framework policy of the same number, and is supported by Enterprise ITA Guideline [G220](#) (Cybersecurity Framework Guidance). Mr. Olmstead explained that it was hoped that constitutional officers, as well as the geographical subdivisions in the state, would adopt this policy, in addition to the executive agencies which are already required to comply.

MOTION: Mr. Zickau moved and Mr. Nottingham seconded a motion to approve Enterprise ITA Policy P2050, as presented; the motion passed unanimously.

ENTERPRISE POLICY P4130 (INFORMATION SYSTEMS CLASSIFICATION) – Mr. Olmstead reviewed P4130, a new policy, which was developed with input from several working groups. He explained that a technical working group will help identify automated solutions, as well as standards/guidelines, to assist agencies in this process. Mr. Olmstead noted that data owners are responsible for assessing and classifying their information. This policy would not circumvent the state’s public records act.

MOTION: Mr. Taylor moved and Ms. Holland-Smith seconded a motion to approve Enterprise ITA Policy P4130, as presented, with the following grammatical changes: Page 3, Section II, Classification Level 2, the first sentence shall read: ““Limited” includes sensitive information that may or may not be protected from public disclosure but if made easily and readily available may jeopardize the privacy or security of agency employees or individuals.” And: Page 4, Section II, Classification Level 4, the first sentence under “Examples” shall read: “Disclosure that ~~would~~ could result in loss of life, disability or serious injury or regulated information with significant penalties for unauthorized disclosure.”; The motion passed unanimously.

CYBER LIABILITY INSURANCE - UPDATE

Ms. Cox presented information on cyber liability insurance coverage. She discussed types of exposures, various insurance options, including first and third party coverage, and common limitations and exclusions. She also reviewed estimated premium costs and deductibles, noting that rates are annual, with minimum network and security compliance requirements. Costs were estimated from the perspective of OCIO, and premiums for other agencies may differ. Her recommendation was for “opt in” coverage, and reasons for that type of coverage versus statewide coverage were discussed. Ms. Cox gave an overview of the application process.

Mr. Reynolds explained that Risk Management was seeking a balance in which coverage can be offered to agencies as quickly as they need it, and then to the rest of the agencies statewide as soon as possible.

Further discussion followed regarding how funding would be determined, and base policy versus umbrella policy coverage. It was agreed that Ms. Cox would contact agencies to gauge their interest in this type of insurance coverage, and their willingness to fill out an application. She would then obtain a firm premium indication from the broker and report back to the committee.

TELECOMMUNICATIONS CONTRACT – UPDATE

Ms. Dearborn reported on the new telecommunications contracts which have replaced the emergency contracts, including an overview of the awards made through the Request for Proposal (RFP) and Invitation to Bid (ITB) processes. Migration of the sites awarded through the RFP are nearly complete, with the exception of a few weather-related construction delays, and migration of the sites awarded through the ITB are in progress. She also discussed the additional bandwidth agencies were able to purchase as a result of the decrease in cost per megabit per second (Mbs) on the new contracts. She noted that bandwidth has more than doubled under the new contracts, while the total annual costs for the state decreased by more than \$500,000.

Ms. Dearborn also discussed the Metro Area Network (MAN) contracts, which are for the Treasure Valley sites, and compared those with the new contracts for the sites outside Ada and Canyon counties.

Ms. Dearborn explained that the intent language which had been in place for the previous fiscal year, limiting the state to a single year contract, was not renewed. This will allow the state to complete implementation, ensure that services obtained are in place for one year (which will avoid early termination liability for sites that take additional time to install) and will give the state time to draft language for a replacement contract (or

contracts) that include not only the sites that were on the emergency contract, and the contracts that replaced it, but also the MAN sites.

ITA SUBCOMMITTEES – UPDATE

IDAHO GEOSPATIAL COUNCIL-EXECUTIVE COMMITTEE (IGC-EC) – Mr. Farnsworth reported that the IGC-EC recently approved a [Hydrography Data Exchange Standard](#) and ITA Enterprise Standard [S4250](#) (Enterprise GIS Data Sharing Standards). Revisions to ITA Enterprise Guideline [G420](#) (Roles of GIS Participants) have also been approved. Mr. Farnsworth noted that the IGC-EC is currently doing strategic planning based on recommendations that were made during a recent review of the Spatial Data Infrastructure (SDI).

Mr. Farnsworth briefly shared the 2016 IGC-EC election results. The elected members of IGC-EC serve staggered two-year terms, with half the seats coming up for election each year.

MOTION: Mr. Taylor moved and Gen. Turner seconded a motion to approve the results of the 2016 IGC-EC election; the motion passed unanimously.

OTHER BUSINESS

2016 NASCIO AWARDS – Ms. Seaman reported that there are three projects being submitted this year. Finalists will be notified in July and winners will be honored in September at the NASCIO Annual Conference.

EXECUTIVE SESSION: GOVERNOR’S CYBERSECURITY TASKFORCE UPDATE

MOTION TO MOVE INTO EXECUTIVE SESSION: Mr. Zickau moved and Ms. McArthur seconded a motion that the committee go into Executive Session pursuant to Idaho Code 74-206(1)(d) to consider records that are exempt from disclosure as provided in Idaho Code 74-105(4)(b) and 74-107(1); the motion passed unanimously.

The Committee entered Executive Session at approximately 3:04 pm.

The roll call vote was as follows:

Chairman Goicoechea – Aye	Mr. Donaldson – Aye	Ms. Achabal – Aye
Rep. Gannon – Aye	Mr. Zickau – Aye	Mr. Fulkerson – Aye
Gen. Turner – Aye	Mr. Engstrom – Aye	Mr. Freeman – Aye
Maj. Hudgens – Aye	Ms. McArthur – Aye	Mr. Nottingham – Aye
Ms. Holland-Smith – Aye	Mr. Taylor – Aye	

Guests present during Executive Session:

Ms. Seaman	Mr. Wyatt	Mr. Fisher
Mr. Olmstead	Ms. Weaver	

Mr. Taylor and Ms. McArthur departed the meeting at approximately 3:15 pm.

MOTION: Mr. Zickau moved and Rep. Gannon seconded a motion that the Committee resolve into regular session; the motion passed unanimously.

The Committee resolved into regular session at 3:37 pm. No actions were taken during Executive Session.

UNANIMOUS CONSENT: At the request of Mr. Zickau, and granted by unanimous consent, the Governor’s Cybersecurity Taskforce update presented during the Executive Session was accepted.

ADJOURNMENT

The meeting adjourned at 3:40 pm. The next meeting of the ITA has yet to be scheduled.

Respectfully submitted,



Erin Seaman, Office of the CIO