

IT Leadership Council (ITLC)

IT Resource Management Council (ITRMC)

June 7, 2011 Meeting Minutes

(Approved August 2, 2011)

The first meeting of the IT Leadership Council was held on June 7 in Room 302 of the LBJ Building, 650 West State Street, Boise, Idaho.

ATTENDANCE

Members/Alternates Present:

Shannon Barnes (Interim Chair), Transportation Dept.
Becky Barton-Wagner, Dept. of Insurance
Greg Zickau, Office of the CIO
Craig Potcher, Dept. of Fish & Game
Robert Butler, Industrial Commission
Michael Farley, Dept. of Health & Welfare
Dan Raiha, Dept. of Lands (phone)
Suchitra Ganapathi, Dept. of Correction
Michael Key, Idaho State Police
Margaret Ross, Central District Health Dept.
Steve Wilson, State Controller's Office
John McAllister, Dept. of Labor
Kevin Zauha, Parks and Recreation

Others present:

Sally Brevick, Office of the CIO
Carla Casper, Office of the CIO
Bob Hough, State Controller's Office
Terry Pobst-Martin, Office of the CIO
Bob Nertney, Div. of Voc. Rehabilitation (phone)
Scot Maring, Office of the CIO
Bill Farnsworth, Office of the CIO
Eric Beck, Dept. of Labor
Gregory Lindstrom, Div. of Purchasing

Members Absent:

Rudy Zauel, State Tax Commission
Troy Wheeler, Dept. of Education
Glen Gardiner, Dept. of Water Resources
Mike Langrell, Idaho Military Division

WELCOME

Shannon Barnes welcomed everyone to the first meeting of the IT Leadership Council meeting.

OVERVIEW OF GOVERNANCE CHANGES

Greg Zickau provided an overview of the changes that were approved by ITRMC on May 13; the Strategic Plan Goals have been updated; a federated model of governance has been adopted; ITEAC and ESOC have merged to form the ITLC; the ITLC has been delegated the responsibility of approving technology standards and guidelines as well as large-scale technology projects.

PROCESS FOR ELECTING CHAIRPERSON

A Nomination Committee was formed (John McAllister, Michael Farley, Craig Potcher and Robert Butler), a list of nominees will be brought to the next ITLC meeting.

CHARTER

A Governance Committee was formed (Greg Zickau, Shannon Barnes, Margaret Ross, Michael Farley, Kevin Zauha, John McAllister, Michael Key and Suchi Ganapathi). This committee will bring recommendations to the next meeting for refining the charter, and develop a briefing for the next ITRMC meeting regarding the next steps in governance changes.

PROJECT OVERSIGHT

A Project Review Committee was formed (Michael Guryan, Greg Zickau, Suchi Ganapathi, John McAllister, Bob Nertney, Carla Casper, Dave Fulkerson of DFM and Dennis Gribble of Idaho Power)

APPROVE FINAL MINUTES OF ITEAC

MOTION: Michael Farley moved and Becky Barton-Wagner seconded a motion to approve the minutes of the final ITEAC meeting held April 5, 2011; the motion passed unanimously.

APPROVE FINAL MINUTES OF ESOC

MOTION: Becky Barton-Wagner moved and Michael Farley seconded a motion to approve the minutes of the final ESOC meeting held May 11, 2011; the motion passed unanimously.

EMPLOYEE APPRAISER APPLICATION

Craig Potcher initiated a discussion regarding the Employee Appraiser application. The Dept. of Fish & Game has a web-based version that resembles Employee Appraiser but with added features:

- a built-in email function
- templates tailored for different staffing areas
- electronic storing of documents
- built-in spell checker function

The Dept. of Health & Welfare is looking for a new solution and is in conversation with the Division of Human Resources which is considering replacing Employee Appraiser. It was suggested that this be considered from an enterprise perspective. An update will be provided at the August 2nd ITLC meeting.

NEW BUSINESS

Roger Parks: Shannon Barnes reported attending a presentation at a national forum that used, as a case study, Roger Parks (Simplot Co.) and how he had consolidated infrastructure and cut costs. Shannon suggested inviting Mr Parks to present to this committee in the fall, the Council agreed this would be worthwhile.

Frequency of meetings: the Council agreed to meet on the first Tuesday of alternate months.

Operations Monitoring: Greg Zickau noted that ESOC had provided ongoing operations monitoring and that this responsibility needed to be assumed by this Council or delegated to a technical working group. The Governance Committee could make a recommendation in this regard.

Server Costs: The 3-year lease of ICS equipment expires in August. A fourth year of maintenance will provide coverage for the Dept. of Labor's cloud services evaluation, at a cost of \$6,380 which ICS cannot cover. The Dept. of Labor had previously dedicated money to ICS with approval from the Board of Examiners, this will be explored. The option of an independent third party for maintenance coverage will also be considered.

NEXT MEETING

The meeting adjourned at 3:00 pm, the next meeting is scheduled for August 2, 2011 from 1:30 to 3:00 in the East Conference Room of the JRW Building, 700 W. State St., Boise.

Respectfully submitted,



Sally Brevick, Office of the CIO