IT Leadership Council (ITLC)
IT Resource Management Council (ITRMC)
Meeting Minutes October 26, 2011
(Approved November 22, 2011)

The October 26, 2011 meeting of the IT Leadership Council was held at 9:30 in the Basement Conference Room of the LBJ Building, 650 West State Street, Boise, Idaho.

ATTENDANCE
Members/Alternates Present:
Becky Barton-Wagner, Dept. of Insurance
Greg Zickau (Acting Chair), Office of the CIO
Michael Farley, Dept. of Health & Welfare
Steve Wilson, State Controller's Office
Glen Gardiner, Dept. of Water Resources
Mike Langrell, Idaho Military Division
Robert Butler, Industrial Commission
Glenn Haar, State Tax Commission
Craig Potcher, Dept. of Fish & Game (phone)
Michael Key, Idaho State Police (phone)
Dan Raiha, Dept. of Lands (phone)
Alternates
    Eric Beck, Dept. of Labor
    Scott Williams, Div. of Voc. Rehabilitation
    Craig Schumacher, Transportation Dept.

Others present:
Bruce Armga, Dell
Sally Brevick, Office of the CIO
Carla Casper, Office of the CIO
Sharon Duncan, Div. of Human Resources
Bill Farnsworth, Office of the CIO
Mike Guryan, Office of the CIO
Dustin Kuck, Div. of Human Resources
Scot Maring, Office of the CIO
Tom Novosel, Dell

Members Absent:
Shannon Barnes (Interim Chair), Transportation Dept.
Suchitra Ganapathi, Dept. of Correction
John McAllister, Dept. of Labor
Bob Nertney, Div. of Voc. Rehabilitation
Kevin Zauha, Parks and Recreation
Troy Wheeler, Dept. of Education

CALL TO ORDER AND AGENDA CHANGE
Greg Zickau (Acting Chair in Shannon Barnes' absence) called the meeting to order and proposed an addition to the agenda, the introduction of the DHR Performance Management System PM, there were no objections.

MINUTES
MOTION: Becky Barton-Wagner moved and Steve Wilson seconded a motion to approve the meeting minutes from September 14, 2011 as presented; the motion passed unanimously.

ITLC CHAIR VOTE
A ballot vote was undertaken to determine who to recommend as Chair and Vice Chair for approval by ITRMC. Twelve votes (from present and absent members) were received with the result that John McAllister (Dept. of Labor) and Becky Barton-Wagner (Dept. of Insurance) will be recommended as Chair and Vice Chair respectively.

ITLC CHARTER
Following a brief discussion, the committee adopted the Charter (subsequently posted online http://itrmc.idaho.gov/committees.html#itlc.)
MOTION: Steve Wilson moved and Michael Farley seconded a motion to adopt the ITLC Charter with the changes discussed; the motion passed unanimously.

DHR PERFORMANCE MANAGEMENT SYSTEM – PROJECT MANAGER
Mike Guryan introduced Sharon Duncan, the Project Manager for the DHR Performance Management System. Sharon reported that Project Team would be meeting that afternoon and receiving a demo of Phase I. Invitations had been extended to a group of HR professionals to form a focus group in order to help fine-tune Phase I and consider the business requirements for Phase II.

MOBILE DEVICE MANAGEMENT POLICY

Robert Butler reported on changes to the Mobile Device Management Policy made since the policy was last discussed in February 2011 by the then ITEAC committee. Other members of the group working on the policy included Terry Pobst-Martin (has since left state government), Dan Raiha (IDL), Tom Peterman (SCO), Pam Stratton (OCIO), Josh Stemp (OCIO) and Scott Knights (DHW).

Questions and Discussion

The Council discussed the level of detail contained in the policy and whether some of the requirements might be better placed in an associated standard.

MOTION: Mike Langrell moved to present the Mobile Device Policy to ITRMC as it currently stands. Following further discussion Mike withdrew the motion.

The Council requested that the committee further refine the policy as discussed, and consideration will be given at the November 22 ITLC meeting as to whether the policy can presented to ITRMC on December 14.

NETWORK STATUS

Mike Guryan provided reports on the following:

MAN: 13 sites have been completed with 159 Mbs provisioned and 90 Mbs scheduled. There has been only one incident regarding MAN-related services.

WAN: 140 sites connected with 400 Mbs provisioned. There have been 95 incident tickets in the last quarter, there were 89 tickets in the previous quarter so this is about average. There are some performance concerns in various areas of the state and Mike asked that, as the contract manager, he be given hard data in order to substantiate any concerns that are raised with the contractor.

SIP (Session Initiation Protocol): There are currently about 110 PRIs across the state and a lot of money could be saved by collapsing down to three geographically diverse SIP trunks. A network group is working to issue an RFI.

IPv6: initial meeting arranged for October 27, all agencies are invited. The IPv4 address space has been exhausted so consideration needs to be given to what is required for the necessary migration to IPv6. The timeline for migration has not yet been determined.

PROJECT REVIEW PROCESS

Work is already in progress regarding License Management, led by the Bureau of Occupational Licensing. An RFI was issued a while ago and an RFP is being developed. It was decided that the Project Review TWG would not get involved at this time as a significant effort is already underway.

OTHER BUSINESS

Future ITLC meetings Greg Zickau advised that future meetings would be increased from 1.5 to 2 hours.

IGC Update Greg reported that Bill Farnsworth has been appointed the Idaho Geospatial Officer. Bill will continue to manage the Enterprise Applications area of the Office of the CIO.

NEXT MEETING

The meeting adjourned at 10:40, the next meeting is scheduled for November 22, 2011 from 1:30 to 3:00 in the Basement Conference Room of the LBJ Building, 650 W. State St., Boise.

Respectfully submitted,

Sally Brevick, Office of the CIO