

Access Idaho Steering Committee
Idaho Technology Authority (ITA)
Draft Meeting Minutes - Thursday, June 25, 2015
(Approved August 27, 2015)

The June 25, 2015 Access Idaho Steering Committee meeting was held at 1:30 p.m. in Conference Room B35 (Basement), LBJ Building, 650 West State Street, Boise, Idaho.

WELCOME / INTRODUCTIONS

BILL FARNSWORTH (*Chairman*) Office of the State Chief Information Officer - Present
RODGER ANDERSON Secretary of State's Office - Present
DAVE TAYLOR Department of Health & Welfare - Present
JEFF WALKER Access Idaho - Present
DAVE TOLMAN Idaho Transportation Department – Present
ERIC BECK Department of Labor – *Absent*

APPROVAL OF AMENDED AGENDA

Mr. Farnsworth moved, and Mr. Anderson seconded, a motion to amend the agenda to add the Office of the Governor Service Level Agreement, and Addendum A for review; the motion passed.

MINUTES

February 26, 2015 (meeting notes) – Approved
April 23, 2015 (meeting notes) – Approved

OLD BUSINESS

REPORT FROM ACCESS IDAHO

Review of General Manager's Report for March-April 2015. Highlights include:

- Portal launch of one new application and completion of one prototype application
- Development begun on Office of the State Board of Education application that will involve all state higher education institutions
- Work continued on the building of Responsive Design templates, application interface design and user testing
- Marketing continued to promote the Portal's offerings to agencies, counties and cities

Review of General Manager's Report for May 2015. Highlights include:

- Maintenance and application enhancements
- Development continued on Office of the State Board of Education application
- Work continued on the building of Responsive Design templates
- A redesign was done of the First Lady's website
- Marketing conducted training for new PayPort customers and launched several direct-mail campaigns

2015 Service Deployments – The committee reviewed the graphic marketing material handouts.

REVIEW OF SERVICE LEVEL AGREEMENT(S)

The following SLA's were reviewed:

- Office of the Governor, SLA and Addendum A
- Idaho Transportation Department, Addendum V

DOT-GOV DOMAIN REQUESTS FOR REVIEW

The following dot.gov domain requests were reviewed:

Requests from May 2015:
callisc.idaho.gov

skillstack.idaho.gov

cpm.idaho.gov

ship.idaho.gov

Requests from June 2015:

Coursetransfer.idaho.gov

Remotecourts.idaho.gov

NEW BUSINESS

Discussion regarding the Office of the State Board of Education, Access Idaho and Extreme.

ADJOURNMENT

NEXT MEETING

The next meeting is scheduled for July 23, 2015, Room 155, LBJ Building, 650 W. State St., Boise.

Respectfully submitted,

A handwritten signature in blue ink that reads "Erin Seaman". The signature is written in a cursive, flowing style.

Erin Seaman, Office of the CIO