ATTENDANCE

Members/Alternates Present:

Michael Farley, CHAIR, Dept. of Health & Welfare
Mike Teller, VICE CHAIR, State Tax Commission
Jon Pope, Dept. of Administration, Office of the CIO (OCIO)
Becky Barton-Wagner, Dept. of Insurance
Bob Nertney, Health Districts (phone)
Robert Butler, Industrial Commission
Ross Houck, Idaho State Police (phone)
Mike Langrell, Idaho Military Division
Dan Raiha, Dept. of Lands
Randy Turner, Dept. of Correction
Bob Ross, Dept. of Fish & Game
Scott Williams, Dept. of Parks & Recreation
Glen Gardiner, Dept. of Water Resources
Jon Spence, Division of Liquor
Chris Victory, Transportation Dept.
Tammy Shipman, State Controller's Office
Mark Hill, Dept. of Education
        (Alternate for Chris Campbell)
Daniel Hoard, Div. of Vocational Rehabilitation
        (Alternate for Stephen DeBoard)
Rachel Zahn, Dept. of Labor
        (Alternate for Eric Beck)

Others present:

Erin Seaman, Office of the CIO
Greg Zickau, Office of the CIO
Tammy Wallace, Office of the CIO
Mike Mead, Office of the CIO
Michael Kalm, Dept. of Labor
Tom Olmstead, Office of the CIO
Parker Barthlome, Office of the CIO
Karl Gautschi, Office of the CIO
Abe Thietten, Office of the CIO
Chris Smith, Office of the CIO
Bryton Blunck, Office of the CIO
Tom Nordberg, Office of the CIO
Greg Mathias, Dept. of Water Resources
Gregory Lindstrom, Division of Purchasing
Valerie Bollinger, Division of Purchasing
Clinton Dale, Veterans' Services
Jeremy Larsen, Idaho Supreme Court
Sherman Kester, CenturyLink
James Van Pelt, CenturyLink
Larissa Martineau, POD, Inc.

Members Absent:

Kevin Iwersen, State Supreme Court
Chris Campbell, Dept. of Education
Stephen DeBoard, Div. of Vocational Rehabilitation
Eric Beck, Dept. of Labor

CALL TO ORDER

Chairman Farley called the meeting to order at 9:32 am. Welcome and introductions were made. Chairman Farley reported that Steven Higgins has been appointed to the ISP seat on ITLC. Major Hudgens, ISP, will officially announce the appointment at the next ITA meeting.

MINUTES

MOTION: Mr. Ross moved and Ms. Barton-Wagner seconded a motion to approve the meeting minutes from April 19, 2016, as presented; the motion was approved.

PROCUREMENT

STATE DIVISION OF PURCHASING – Mr. Lindstrom did not have any updates to report at this time.

T&Cs FOR EXTENDED MAINTENANCE/WARRANTIES ON IT CONTRACTS – Ms. Barton-Wagner asked the members for their input regarding agencies' review processes for terms and conditions on maintenance contracts. Discussion included some of the common challenges that arise with getting terms and conditions in place. Ms. Bollinger gave an overview of some of the best practices for ensuring that vendors fulfill their obligations.

Ms. Bollinger also briefly discussed unlimited liability and NASPO ValuePoint. At the request of Vice Chair Teller, she agreed to provide an update on the cloud component to the NASPO ValuePoint contracts at the next meeting in August. She noted that many proposals had been received and are currently being reviewed.

In response to several questions and comments, Ms. Bollinger discussed pricing and terms and conditions on statewide contracts and explained that agencies may request an exemption from utilizing an open statewide contract from the Division of Purchasing (DOP). She noted that the process is different for the colleges and universities. Requests for exemption are approved by the DOP Administrator. In addition to pricing, agencies should also consider terms and conditions when making purchases outside of a statewide contract.

DNS, BIND AND INFOBLOX
Mr. Barthlome and Mr. Gautschi gave an overview of the Domain Name System (DNS), and the move to InfoBlox by the state. Discussion followed, with Mr. Pope noting that the initial infrastructure was made by OCIO, and more recently additional infrastructure has been purchased by DHW. He added that extensive changes have been made over the last several years in this area, which is critical to statewide operations.

OFFICE 365 (ENTERPRISE CLOUD SUITE) – DISCUSSION
Mr. Gautschi gave an overview of Office 365, which is a cloud-based subscription, and its various components. He explained the hybrid deployment of Exchange 2013 currently being run by the Dept. of Administration, and briefly discussed the migration process. He noted that a number of agencies are considering migrating. Further discussion followed regarding some of the benefits, lessons learned, costs for licenses, and the need to look at the direction the state is heading in, as well as possible funding options going forward.

ITA POLICIES
ENTERPRISE POLICY P2060 (LEAST PRIVILEGE AND LEAST FUNCTIONALITY) – Mr. Olmstead gave an overview of this policy, which supports several of the Critical Security Controls (CSCs) and is designed to minimize vulnerabilities to agencies' information and information assets by mandating the security principals of least privilege and least functionality. The Security TWG has reviewed this document.

MOTION: Ms. Barton-Wagner moved and Mr. Turner seconded a motion to recommend approval to ITA of Enterprise Policy P2060, as presented; the motion was approved.

ENTERPRISE POLICY P2070 (PRIVACY) – Mr. Olmstead gave an overview of this policy, which would protect Personally Identifiable Information (PII) that the agencies have, create a Chief Privacy Officer (CPO) position, and would require agencies to designate a Privacy Point of Contact (PPOC). Mr. Olmstead noted that the CPO position would be held jointly by the CISO until sufficient funding is available to create an FTE.

Recommendation of approval of this policy was tabled after concerns were expressed by several committee members, and it was agreed that a working group would be formed comprised of volunteers from both the ITLC and ITA committees to further review this draft.

STRATEGIC PLAN - UPDATES
STATEWIDE IT RECLASSIFICATIONS/HAY GROUP STUDY – Chairman Farley reported that the IT Job Family descriptions are in final draft form. He gave an overview of some of the descriptions, and agreed to forward the draft out to the members of the committee, noting that the descriptions are still open for comments, including the GIS Family descriptions. Mr. Ross added that the next step was for DHR to meet with agency HR staff across the state and begin putting the changes to the classifications in place. It was noted that the pay component had been tabled until the classifications were remedied in order to better enable apples-to-apples comparisons when the discussions about pay occur.

OTHER BUSINESS
FISCAL CODING EDUCATION – Mr. Zickau reported that with new cloud technologies coming available, it had been deemed appropriate to create several new expenditure subobject codes related to cloud services as the state moves into those areas. The recommendation has already gone to the Office of the State Controller (SCO) to create three new codes, which would be under Operating Expenses. The new codes will be for: Software as a

Service (SaaS), Platform as a Service (PaaS), and Infrastructure as a Service (IaaS). Once approved, there will be a process for educating agencies, including a review of the IT-related subobject codes which took effect at the beginning of FY2013. Mr. Victory also briefly discussed a newer concept called Desktop as a Service (DaaS).

DIGITAL STATES SURVEY UPDATE – Mr. Zickau thanked those agencies who responded to this biennial survey which is conducted by e.Republic's Center for Digital Government (CDG) during even years. All 50 states are evaluated on their digital technology practices and receive a letter grade based on the results. Mr. Zickau added that once the survey has been submitted, OCIO would forward Idaho's final responses out to the committee members. The survey responses will also be published by CDG.

VIRTUAL DESKTOP ENVIRONMENTS – Mr. Langrell reported that support for the application and desktop virtualization software product currently being used by IMD will be discontinued within the next one to two years and that IMD is seeking a new solution. He asked the members to share any recommendations they might have. Discussion followed, with Mr. Ross commenting on IDFG's current virtual desktop environment.

ADJOURNMENT / NEXT MEETING

The meeting adjourned at 11:13 a.m. The next regular meeting was scheduled for August 16, 2016 at 9:30 a.m.

Respectfully submitted,

Erin Seaman

Erin Seaman, Office of the CIO