

Idaho Technology Authority (ITA)

**IT Leadership Council (ITLC)**

Meeting Minutes: February 19, 2019 at 1:30 p.m.

East Conference Room, JRW Building, 700 West State Street, Boise, Idaho.

*(Approved April 16, 2019)*

**ATTENDANCE**

**Members/Alternates Present:**

Bob Ross, Dept. of Fish & Game (CHAIR)  
Randy Turner, Dept. of Correction (VICE CHAIR)  
Chris Smith, Office of IT Services (ITS)  
Jon Spence, Division of Liquor  
Becky Barton-Wagner, Dept. of Insurance  
Terry Ford, Tax Commission  
Mark Hill, Dept. of Education (*Alternate*)  
Stephen DeBoard, Div. of Voc. Rehabilitation  
Mike Langrell, Idaho Military Division  
Scott Williams, Dept. of Parks & Recreation  
Robert Butler, Industrial Commission (phone)  
Bob Nertney, Health Districts (phone)  
Dan Raiha, Dept. of Lands (phone)  
Alvino Artalejo, Dept. of Health & Welfare (*Alternate*)  
Bob Hough, State Controller's Office (*Alternate*)  
Greg Mathias, Dept. of Water Resources (*Alternate*)  
Mark Mayer, Dept. of Labor (*Alternate*)  
Wade Howland, State Supreme Court (*Alternate*)

**Members Absent:**

Michael Farley, Dept. of Health & Welfare  
Tammy Shipman, State Controller's Office  
Eric Beck, Dept. of Labor  
Glen Gardiner, Dept. of Water Resources  
Chris Victory, Idaho Transportation Dept.  
Steven Higgins, Idaho State Police  
Kevin Iwersen, State Supreme Court

**Others present:**

Erin Seaman, Office of IT Services  
Bill Farnsworth, Office of IT Services  
Jon Pope, Office of IT Services  
Tammy Wallace, Office of IT Services  
Diego Curt, Office of IT Services  
Greg Zickau, Office of IT Services  
Cheryl Dearborn, Office of IT Services  
Adam Warr, Office of the Attorney General  
Tawna Chesnut, State Historical Society  
Valerie Bollinger, Div. of Purchasing  
Gregory Lindstrom, Div. of Purchasing  
Jeff Anderson, Liquor Division/Idaho Lottery  
Becky Schroeder, Idaho Lottery  
Sharon Mathies, Board of Nursing  
Rocky Bencken, State Controller's Office  
Decar Scaff, Dept. of Education  
Stephanie Wildman, Idaho Transportation Dept.  
Josh Stemp, Idaho Transportation Dept.  
Brent Williams, Idaho State Insurance Fund  
Traci Small, MCCi  
Gareth Cales, MCCi  
Russell Haddock, MCCi  
Mitch Cunningham, CompuNet, Inc.  
Mike Vance, VMWare  
Tristan Todd, VMWare  
Lucas Linnemeyer, CRI  
Gara McCutchen Aragon, SHI  
Chad Williams, CenturyLink  
Ariel Acosta, Cisco  
Joyce Popp, Dept. of Health & Welfare (phone)  
Clinton Dale, Div. of Veterans Services (phone)  
Nick Powers, DEQ (phone)  
Breanne Antonius, Microsoft (phone)  
Anthony Catenzaro, Pluralsight (phone)

**CALL TO ORDER**

Chairman Ross welcomed everyone and called the meeting to order at 1:32 pm.

**CONSENT AGENDA**

Chairman Ross explained the consent agenda procedure and read the list of items included in the consent agenda. There were no requests to remove any items from the consent agenda.

**MOTION: Ms. Barton Wagner moved and Vice Chair Turner seconded a motion to recommend approval of the consent agenda to the ITA, as presented; the motion was approved.**

## MINUTES

**MOTION: Mr. Langrell moved and Ms. Barton-Wagner seconded a motion to approve the meeting minutes from December 18, 2018, as corrected; the motion was approved.**

## PROCUREMENT

Ms. Bollinger gave the procurement update on behalf of Mr. Urquhart, who was unable to attend the meeting. Updates were given on the statewide contracts for cloud services; multi-agency contracts for cloud faxing; mass notification update services; and IT services contracts, which are coming up for renewal. Feedback on the IT services contracts may be directed to Mr. Lindstrom. Suggestions for new statewide contracts are always welcome and may be communicated directly to the Division of Purchasing (DOP), or through the committee.

Ms. Bollinger announced that a new online training module posted to the DOP website. The module is a high-level course on statewide contracts and spending limits. Those who complete the training will receive a certificate, and DOP is tracking those who take the training.

## ITA POLICIES

Mr. Curt reported on the state's incident response program and work done by the task force to review documents and processes, and improve governance. The group has drafted one new policy, one new standard, and two new guidelines, and is seeking rescission of three current policies and three current guidelines. If approved, the new documents would help streamline processes.

ITA POLICY P4590 (CYBERSECURITY INCIDENT AND BREACH RESPONSE MANAGEMENT AND REPORTING)

**MOTION: Ms. Barton-Wagner moved and Mr. Spence seconded a motion to recommend approval of ITA Policy P4590 to the ITA, as presented; the motion was approved.**

ITA POLICY P4510 (CYBERSECURITY INCIDENT REPORTING)

**MOTION: Ms. Ford moved and Ms. Barton-Wagner seconded a motion to recommend the rescission of ITA Policy P4510; the motion was approved.**

ITA POLICY P4560 (CYBERSECURITY BREACH MANAGEMENT)

**MOTION: Mr. Langrell moved and Mr. Spence seconded a motion to recommend the rescission of ITA Policy P4560 to the ITA; the motion was approved.**

ITA POLICY P4580 (CYBERSECURITY INCIDENT MANAGEMENT)

**MOTION: Ms. Barton-Wagner moved and Vice Chair Turner seconded a motion to recommend the rescission of ITA Policy P4580 to the ITA; the motion was approved.**

## ITA STANDARD

ITA STANDARD S6010 (CYBERSECURITY INCIDENT AND BREACH RESPONSE MANAGEMENT AND REPORTING)

**MOTION: Mr. Langrell moved and Mr. Smith seconded a motion to approve ITA Standard S6010, as presented; the motion was approved.**

## ITA GUIDELINES

ITA GUIDELINE G525 (CYBERSECURITY INCIDENT AND BREACH RESPONSE MANAGEMENT)

**MOTION: Ms. Barton-Wagner moved and Ms. Ford seconded a motion to approve ITA Guideline G525, as presented; the motion was approved.**

ITA GUIDELINE G520 (CYBERSECURITY INCIDENT HANDLING)

**MOTION: Ms. Barton-Wagner moved and Mr. Spence seconded a motion to rescind ITA Guideline G520; the motion was approved.**

## ITA GUIDELINES

ITA GUIDELINE G585 (CYBERSECURITY INCIDENT AND BREACH RESPONSE REPORTING)

**MOTION: Ms. Barton-Wagner moved and Ms. Ford seconded a motion to approve ITA Guideline G585, as presented; the motion was approved.**

ITA GUIDELINE G510 (CYBERSECURITY INCIDENT REPORTING CLASSIFICATION TEMPLATE)

**MOTION: Ms. Barton-Wagner moved and Ms. Ford seconded a motion to rescind ITA Guideline G510; the motion was approved.**

ITA GUIDELINE G580 (CYBERSECURITY BREACH NOTIFICATION)

**MOTION: Ms. Barton-Wagner moved and Ms. Ford seconded a motion to rescind ITA Guideline G580; the motion was approved.**

### **REQUIREMENTS OF IT PLANNING**

Mr. Zickau discussed the IT planning process required by ITA Policy [P2010](#), explaining that the Division of Financial Management (DFM) coordinates and seeks feedback from the Office of IT Services (ITS) on agency IT-related decision units (DUs) submitted to DFM. When submitting IT plans, agencies should include their IT-related decision units (DUs), in addition to upcoming IT projects, which will streamline the process. The process for submitting IT plans was moved to an automated system last year and is now being upgraded to improve functionality and add reporting features.

Mr. Zickau explained the ITS funding model, and discussion followed about IT budgeting and how the IT modernization initiative may impact agencies in current/future phases with regard to agency billings for IT services.

### **PRODUCT ROAD MAP: IVANTI ELA STATUS**

Mr. Smith reported on the Ivanti Enterprise License Agreement (ELA), which has been finalized and includes five Ivanti product stacks. Training sessions have been scheduled in February and March.

Discussion followed, and in response to several questions, Mr. Smith explained user pricing. He will be discussing options for endpoint security at a future ITLC meeting.

### **OTHER BUSINESS**

CHINDEN CAMPUS UPDATE – Mr. Smith reviewed project timelines for the data center and gave an overview of equipment already in place at the campus. Occupancy dates for agencies slated to move in are still to be determined.

IT APPROVALS AND WEBPRO – Mr. Zickau discussed the new process for ITS handling of IT purchasing approvals for agencies, and the WebPro approvals process required by Rule. DOP has made a change in the process whereby approvals going through ITS will not be required to go through WebPro. In most cases, this will streamline the IT purchasing process for agencies.

FEDERAL COMPLIANCE – Mr. Zickau reported that representatives of the National Association of State Chief Information Officers (NASCIO) recently testified before Congress in support of a single federal compliance framework and audit, which would make it easier for agencies to meet federal compliance requirements. As a result, the General Accounting Office (GAO) has sent out a survey asking states for their opinions about federal compliance frameworks. Mr. Curt has been tasked with completing the survey on behalf of Idaho and may be seeking input from other agencies.

NASCIO IT RECOGNITION AWARDS: Ms. Seaman announced that she will be emailing out a call for nominations for this year's awards program. Entries will be collected in March and April, and the submission deadline is expected to be in mid- to late May.

### **ADJOURNMENT / NEXT MEETING**

The meeting adjourned at 2:25 pm. The next regular meeting was scheduled for April 16, 2019 at 1:30 pm.

*Erin Seaman*

Erin Seaman, Office of IT Services (ITS)