

# Idaho Technology Authority (ITA)

May 31, 2022 Approved Meeting Minutes

## ATTENDANCE

### **Members Present:**

Jeff Weak, CHAIR, Office of the Governor  
Lori Wolff, Dept. of Health & Welfare  
Brett Richard, Dept. of Labor  
Joshua Whitworth, State Controller's Office  
Andrew Masters, Dept. of Health & Welfare  
Mark McKinney, Idaho Transportation Dept.  
Maj. Bill Gardiner, Idaho State Police  
Michele Tomlinson, Dept. of Correction  
Terri Kondeff, Legislative Services Office  
David Fulkerson, Div. of Financial Management  
Chris Campbell, State Board of Education  
Ben Call, Military Division  
Greg Zickau, Office of IT Services  
Wilma Robertson, IGC-EC Chair  
Sen. Kevin Cook, Idaho Legislature  
Rep. Chris Mathias, Idaho Legislature  
Doug Hansen, Idaho Supreme Court

### **Members Absent:**

Faith Cox, Dept. of Administration

### **Others Present:**

Adam Warr, Deputy Attorney General  
Brian Reed, Idaho Transportation Dept.

Brian Smith, Office of IT Services  
Catherine Thies, Office of IT Services  
Cheryl Dearborn, Office of IT Services  
Christian Ruediger, Cradlepoint  
Chuck Weber, Dept. of Health & Welfare  
David Stewart, Microsoft  
Elizabeth Knox, Office of IT Services  
Erik Larson, Idaho Transportation Dept.  
Gara McCutchen Aragon, SHI  
Greg Mathias, Office of IT Services  
Jeff Walker, Access Idaho  
Jon Spence, Division of Liquor  
Josh Stemp, Dept of Homeland Security  
Kent Petzold, Central District Health  
Kristin Bartz, Office of IT Services  
Lauren Talyor, Gartner  
Matt Aslett, Office of IT Services  
Matt Farina, Legislative Services Office  
Mike Langrell, Idaho Military Division  
Mitch Head, Cradlepoint  
Phillip Thomas, Office of IT Services  
Ramon Hobdey-Sanchez, Idaho Transportation Dept.  
Robert Beachler, Idaho Transportation Dept.  
Sam Montiel, Office of IT Services  
Tawna Chesnut, Historical Society  
Terry Ford, State Controller's Office

## CALL TO ORDER

Chairman Jeff Weak welcomed the committee and called the meeting to order at 1:31 pm. A roll call was taken and a quorum was established.

## DECEMBER 14, 2021 MINUTES

**MOTION: Mr. David Fulkerson moved, and Mr. Josh Whitworth seconded a motion to approve the minutes of the December 14, 2021 meeting, as presented; the motion passed unanimously.**

## RIGHT OF WAY INITIATIVE

Mr. Rob Beachler and Mr. Ramon Hobdey-Sanchez presented on the Idaho Transportation Department (ITD) Right of Way Initiative, known as DIG ONCE, which supports right of way activity in Idaho.

ITD owns and manages the state highway system and rights of way. A variety of utilities, including broadband, need to use rights of way. Rights of way are a limited resource with high demand, and many are in challenging construction areas, posing a safety concern for workers.

Potential solutions include additional rulemaking, outreach to providers, looking for opportunities to coordinate broadband, and proactively placing conduit during construction. Their outreach and coordination include advanced notification, expanded coordination with the Department of Commerce, and coordinating with all utilities to minimize repeated excavations.

ITD identified top public comments during 2021 negotiated rulemaking including exemption from controls, concerns of rural providers, monitoring competition, cost-saving opportunities, effects on other utilities outside of broadband, federal rules and regulations, and differences in piping and installation.

During 2022 rulemaking, ITD is focusing on DIG ONCE policy, coordination of state-sponsored projects, and expanded stakeholders. There are upcoming meetings in June and July 2022; check <https://itd.idaho.gov/rulemaking> for more information.

### **ITA SUBCOMMITTEE UPDATES**

**ENTERPRISE SECURITY WORKING GROUP (ESWG)** – Mr. Mike Langrell, ESWG Member, provided an update to the committee.

The subcommittee has been working on approving policies for ITLC and ITA approval. The committee is looking at defining renewal cycles and is exploring alignment with the implementation of policies.

**IT LEADERSHIP COUNCIL (ITLC)** – Mr. Mike Langrell, ITLC Chair, presented an update on the charter to add PERSI as a member of the council.

### **ITLC CHARTER**

**MOTION: Mr. Bill Gardiner moved, and Mr. Whitworth seconded a motion to ratify the modifications to the ITLC charter, as presented; the motion passed unanimously. No discussion.**

**IDAHO GEOSPATIAL COUNCIL-EXECUTIVE COMMITTEE (IGC-EC)** – Ms. Wilma Robertson, IGC-EC Chair, reviewed the results from the spring 2022 IGC-EC election.

IGC-EC is working on the implementation of the GIS Strategic Plan and updating Standards.

### **ITA POLICIES**

#### **ITA Policy P4590 – Cybersecurity Incident and Breach Reporting Response Management**

Ms. Elizabeth Knox, Security Engineer, Office of IT Services, reviewed the changes to the policy. This policy was previously before the committee; the requested changes were made and ITLC approved the revision. Changes include simplifying the intent of the policy in the abstract; clarifying agencies' roles as requested by ITA and updating references where applicable.

**MOTION: Mr. Ben Call moved, and Mr. Fulkerson seconded a motion to approve ITA Policy P4590. No discussion; motion passed unanimously.**

#### **ITA Policy P4550 – Mobile Device Management**

Ms. Knox presented the updates to P4550. This policy has not been revised since 2017. The changes include an extended abstract to inform readers of the intent of the policy, moved definitions to G105, and defined minimum requirements needed for a mobile device. This policy increased security requirements at four distinct levels depending on the user and classification of the data they access.

Chairman Weak clarified these are in line with current agency practices and can be customized to be more secure depending on agency requirements.

Discussion followed. Ms. Robertson had a question about this policy's alignment with Duo. Mr. Campbell requested clarification about definitions for "user" and "state data" and how it pertains to access to data. Requested clean-up of language to clarify "user" in G105 – Definitions.

Discussion followed about compliance issues. ITS staff will amend the definitions as requested.

**MOTION: Mr. Greg Zickau moved, and Mr. Brett Richard seconded the motion to approve ITA Policy P4550. No further discussion; motion passed unanimously.**

**LUMA UPDATE**

Mr. Josh Whitworth, State Controller’s Office, provided a brief Luma update. Luma is not just a technology update but a major business process change. The go-live was pushed out from July 2022. There are nine or ten items identified for a potential go-live on January 1, 2023, including financial and procurement. Still looking at HR and human capital management modules, which will likely be pushed to a later date. Trying to mitigate risk by rolling out modules separately. The team is still assessing the many components and locking the scope of requests for enhancements. SCO will add iterations and enhancement later and setting a schedule and expectations are top priorities at this time.

Discussion followed regarding awareness of agencies waiting to do IT projects and upgrades. Ms. Cheryl Dearborn asked about the dual entry of building budgets in Luma and STARS. Mr. Whitworth said it’s the same as last year and there is no need for dual entry.

**CYBERSECURITY UPDATE**

Chairman Weak provided an update on cybersecurity activities. The Governor’s Cybersecurity Task Force just released their report, which focused on voting, workforce development, education, assisting local governments, awareness, and outreach. The task force recommended standing up a cyber fusion center. There is a partnership between the Idaho Military Division and ITS to organize and will expand the partnership with the Idaho National Guard and the Department of Homeland Security. There is a push for expansion of education and development with the private community as well.

ITS entered into a memorandum of understanding with the Idaho Military Division to provide cyber support for the state and local governments for penetration testing and vulnerability assessments.

There is overlap with the cyber fusion center and getting actionable information to the cyber community.

**IT MODERNIZATION UPDATE**

Chairman Weak provided an update on the Governor’s IT Modernization. Phase 3 of IT modernization is on hold from the 2022 legislative session. There was legislative intent language requesting ITS undertake specific actions:

1. Overall assessment on ITS’ security posture completed by a third party. The annual penetration testing has been completed along with a recent FBI audit.
2. Have a signed Service Level Agreement (SLA) with all supported agencies, outlining the service level commitment and time frames for support. A draft has been sent to agencies to review and feedback has been requested. ITS will schedule a follow-up workshop to discuss any updates based on feedback.
3. Verification and metrics on SLA commitments. ITS is working on an automated process to measure uptime, user responses, and service desk time to closure. ITS will establish new metrics as needed.
4. Technical assessment of processes, platforms, tools, and business cases. Currently looking for a contractor already approved with the Division of Purchasing; looking for a July target date to begin.
5. ITS will report on this activity at the fall JFAC (Joint Finance and Appropriations Committee) meeting.

ITS is currently examining the phase 3 list for the next round of modernization and is surveying potential agencies and using lessons learned from prior phases in the planning.

**ENTERPRISE UPDATE**

Mr. Brian Smith, Chief Technology Officer, Office of IT Services provided the enterprise update. The enterprise team is looking at utilizing additional Microsoft resources and extra perks after the licensing consolidation.

Office365 utilization looks good for Word, Excel, and Outlook but not as good for other apps and they are coordinating with Microsoft to get additional training. These will be free training and adoption resources for staff and agencies.

Pure Storage is going to be implemented by the end of June. It is a pay-as-you-use model and is easily scalable with transparent billing.

With recent contract consolidations related to modernization, the state is looking for creative ways to build in cost benefits, including free staff training and certifications.

The CTO team is reviewing IT Approvals daily to keep up with the budget planning season.

Discussion about prior training ITS has hosted. Resources are available at [training.idaho.gov](http://training.idaho.gov).

#### **OTHER BUSINESS**

Mr. David Fulkerson addressed the issue of health districts still holding a seat on the IT Leadership Council (ITLC). Chairman Weak will address it with the ITLC chair.

#### **ADJOURNMENT**

**MOTION: Ms. Robertson moved, and Mr. Whitworth seconded a motion to adjourn; the motion passed unanimously.**

The meeting adjourned at 2:49 pm. The next meeting of the ITA will be scheduled later.



Kristin Bartz, Office of IT Services