

Idaho Technology Authority (ITA)

IT LEADERSHIP COUNCIL (ITLC)

Meeting Minutes: April 18, 2023, at 1:30 pm MST

Members Present:

- Mike Langrell, Military Division (CHAIR)
- Jon Spence, Division of Liquor (VICE CHAIR)
- Michele Tomlinson, Dept. of Correction
- Kaylene Hoyt, Dept. of Education
- Alvino Artalejo, Dept. of Health & Welfare
- Marc Norton, Tax Commission
- Decar Scaff, State Board of Education
- Jennifer Dvorak, Idaho Courts
- Dan Thornock, Dept. of Fish & Game
- Bill Finke, Transportation Dept.
- Brett Richard, Dept. of Labor
- Tyler Jackson, Office of IT Services
- Mark McMin, Dept. of Lands
- Larry Sweat, PERSI

Members Absent:

- Seth Hobbs, Dept. of Parks & Rec
- Terry Ford, State Controller's Office
- Steven Higgins, Idaho State Police

Others Present:

- Mike Gwinn, Dept. of Administration
- Doug Hansen, Idaho Courts
- Wade Howland, Idaho Courts
- Ben Call, IMD
- Erin Seaman, Office of IT Services
- Brigitte Teets, Office of IT Services
- Catherine Thies, Office of IT Services
- Chris Carlisle, Office of IT Services
- Kevin Heesch, Office of IT Services
- Kristen Bartz, Office of IT Services
- Matt Aslett, Office of IT Services
- Sam Montiel, Office of IT Services
- Tawna Chesnut, ITS
- Erica Van Ogle, Treinen
- Chris Cullig, Right Systems Inc
- Josh Stemp, ITD
- Chad Williams, Salesforce Inc.
- Mitch Head, Cradlepoint

CALL TO ORDER

Chairman Langrell welcomed everyone and called the meeting to order at 1:33 pm MST.

MEETING MINUTES

MOTION: Mr. Richard moved, and Ms. Tomlinson seconded, a motion to approve the minutes of the February 21, 2023, meeting, as presented; the motion passed unanimously.

PROCUREMENT UPDATE

Mike Gwinn, Division of Purchasing (DOP), reported on the following procurement updates:

- The vendor managed services contract with CAI will be extended through the end of 2023. The plan is to go with the NASPO cooperative contract being bid out by Connecticut with completion late in the summer or early fall.
- Working with ITS the solicitation for video surveillance cameras, primarily for Veteran's Services, has been approved as brand only – Milestone.
- There has also been a brand name approval for Zoom so a solicitation will be forthcoming.
- DOP is reviewing the telecommunications contracts (broadband, ethernet, dark fiber, long distance and internet). The extension of the contracts through the end of the November is in process with Lumen, Syringa and Ziply.

ITLC CHARTER

Mike Langrell, Chair, opened a discussion aimed at reviewing the ITLC Charter.

RESPONSIBILITY/AUTHORITY

- Should the ITLC have the power to implement a Policy prior to ITA approval due to infrequent ITA meetings. The ITLC has power to create, approve and waive ITA Standards and Guidelines.
- There was a discussion regarding the quantity of PSGs being received by the ITLC for review and approval. The specifics of the creation and review process are not a part of the charter.
- What is the process for a member agency other than ITS to bring a PSG forward to ESWG or the committee for review and/or approval.
- Is the Charter item covering the review and approval of large-scale technology projects still appropriate and/or relevant. Has it been superseded by other processes now in place.
- Is the Charter item on providing operational oversight of enterprise utility services still appropriate and/or relevant. Has it been superseded by other processes now in place.
- Updates as appropriate to correspond with shift from a federated model to semi-centralized.

ORGANIZATION

Membership

- Should the permanent member agency roster be expanded.
- Should agencies with a long-term council vacancy be removed from membership.
- Should a member agency be required to replace their representative due to their lack of attendance.

Chairman

- Recommendation to include the word Policy not currently appearing in responsibility listing. *The Chairman may create Technical Work Groups (TWGs) that will be responsible for development of standards, guidelines, project approval etc.*
- Updates to responsibilities to correspond with changes as deemed appropriate to responsibilities and authority of the ITLC.

Vice Chairman

- Are the Vice Chairman responsibilities current as outlined.

OTHER BUSINESS

There was no other business discussed.

ADJOURN

MOTION: Mr. Spence moved, and Mr. Finke seconded a motion to adjourn the meeting; the motion passed unanimously.

The meeting ended at 2:56 pm MT. The next meeting is scheduled for June 20, 2023, at 1:30 pm MT.

C Thies, Office of IT Services