

Idaho Technology Authority (ITA)
IT LEADERSHIP COUNCIL (ITLC)

Final Meeting Minutes: June 20, 2023, at 1:30 pm MST

APPROVED August 17, 2023

Members Present:

- Mike Langrell, Military Division (CHAIR)
- Jon Spence, Division of Liquor (VICE CHAIR)
- Kaylene Hoyt, Dept. of Education
- Alvino Artalejo, Dept. of Health & Welfare
- Decar Scaff, State Board of Education
- Jennifer Dvorak, Idaho Courts
- Bill Finke, Transportation Dept.
- Tyler Jackson, Office of IT Services
- Mark McMinn, Dept. of Lands
- Terry Ford, State Controller's Office
- Seth Hobbs, Dept. of Parks & Rec
- Larry Sweat, PERSI

Members Absent:

- Michele Tomlinson, Dept. of Correction
- Marc Norton, Tax Commission
- Brett Richard, Dept. of Labor
- Steven Higgins, Idaho State Police

Others Present:

- Mike Gwinn, Dept. of Administration
- Alberto Gonzalez, Office of IT Services
- Greg Zickau, Office of IT Services
- Erin Seaman, Office of IT Services
- Tawna Chesnut, Office of IT Services
- Catherine Thies, Office of IT Services
- Chris Carlisle, Office of IT Services
- Kevin Heesch, Office of IT Services
- Kristin Bartz, Office of IT Services
- Jennifer Gonzalez, Office of IT Services
- Erica Van Ogle, Treinen
- Randal Clayton, Compunet
- Lauren Taylor, Gartner
- Stephanie Wildman, Cradlepoint

CALL TO ORDER

Chairman Langrell welcomed everyone and called the meeting to order at 1:34 pm MST.

MEETING MINUTES

MOTION: Mr. Jackson moved, and Mr. Spence seconded, a motion to approve the minutes of the April 18, 2023, meeting, as presented; the motion passed unanimously.

PROCUREMENT UPDATE

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

- NASPO ASPAR -software value-added reseller contract. There is activity in 3 areas. 1) Insight will now be the vendor for Microsoft licensing. SHI will likely continue to provide for non-ITS agencies and counties, etc. 2) There is an agreement in process with Mythics for Oracle. 3) And their agreement with ASPAR for general software re-seller in a move away from SHI as the primary.
- The computer peripherals contract through the NASPO cooperative will be extended through the end of October 2023 while the bid responses are reviewed and rated.
- Cloud services are provided through the NASPO cooperative contract, except for a few awarded outside that agreement. Those will expire at the end of October 2023 and will likely be transitioned to the NASPO contract for continuity of services.
- Vendor-managed IT services will be moved to the NASPO cooperative contract once Connecticut, the primary state, has completed the evaluation.

ITA POLICIES, STANDARDS, AND GUIDELINES

Elizabeth Knox, Office of IT Services, presented ITA Policy P2045 Risk Management Program. This policy will require agencies to adopt a risk management program. The policy recommends a three-year cyclical program with ITS available to assist agencies.

MOTION: Mr. Jackson moved to approve ITA Policy P2045 Risk Management Program as written to be taken forward to the ITA; Mr. McMinn seconded; the motion was approved.

LIQUOR NAMING EXEMPTION

Mr. Spence detailed the history of the naming exemption for the website of the Liquor Division. The exemption was last granted in 2019 for 5 years ending in 2024. There is ongoing discussion regarding a re-branding which, if instituted, would require advance work and be an element of the approval for a new term of exemption.

ITLC CHARTER UPDATES

Mike Langrell, Chair, discussed the proposed changes to the ITLC Charter.

RESPONSIBILITY/AUTHORITY

- Policies shall become effective upon approval of the ITLC and publishing on the ITA website. Policies approved, modified, and or removed by the ITLC shall be subject to review by the ITA at the next scheduled ITA meeting. The ITLC Chair or delegate shall present all policy changes implemented by the ITLC for ITA review.
- Through updates from the Division of Purchasing, review significant projects in the contracting phase for compliance as required by I. C. 67-833 paragraph 5.

MOTION: Ms. Spence moved, and Mr. Jackson seconded a motion to move the changes forward to the ITA for approval; the motion was approved.

ELECTIONS

The floor was opened for nominations for the chair of the committee. There is currently one nomination; no others were nominated. Mr. Langrell called for a motion to recommend himself (Mike Langrell) to the Idaho Technology Authority (ITA) for approval for the chair of ITLC.

MOTION: Ms. Tomlinson moved, and Mr. Norton seconded a motion to recommend Mike Langrell as the chair of the ITLC to the ITA; the motion was approved.

The floor was opened for nominations for vice-chair of the committee. The current vice-chair Jon Spence will not be available to fulfill the position going forward. However, as there were no nominations for the new term, Jon Spence agreed to continue in the position through the end of the year.

New terms will run through June 30, 2023.

OTHER BUSINESS

There was no other business discussed.

ADJOURN

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

The meeting ended at 2:27 pm MT. The next meeting is scheduled for August 15, 2023, at 1:30 pm MT.

C Thies, Office of IT Services