



IT Leadership Council

A Subcommittee of the Idaho Technology Authority
Brett Richard, Interim Chair

IT Leadership Council (ITLC) Regular Meeting

June 18, 2024 at 1:30 pm MT

DRAFT MINUTES

1. Welcome and Introductions—Presented by Brett Richard, Interim Chair

The regular meeting of the IT Leadership Council (ITLC) was held on Tuesday, June 18, 2024 at 11331 W. Chinden Blvd, Boise ID, Conference Room 214, and via Webex. The meeting was called to order at 1:34 p.m MT. Roll call was taken and a quorum was present.

Members Present:

- Brett Richard, Department of Labor, Interim Chair
- Catie Wiseman, Division of Liquor
- Randi Bristol-Hogue, Department of Correction
- Greg Schenk, State Controller's Office
- Tyler Jackson, Information Technology Services
- Larry Sweat, PERSI
- Jen Dvorak, Idaho Courts
- Decar Scaff, State Board of Education
- Chris Robison, Department of Fish & Game
- Cody McRoberts, Secretary of State

Members Not Present:

- Alvino Artalejo, Department of Health and Welfare
- Marc Norton, Idaho Tax Commission
- Bill Finke, Idaho Transportation Department
- Seth Hobbs, Department of Parks & Recreation
- Kayne Tisdale, Idaho State Police
- Kaylene Hoyt, Department of Education

A quorum was present. Mr. Richard welcomed the committee.

REGULAR—ACTION ITEM(S)

2. Approval of Draft Minutes—April 16, 2024 Regular Meeting

Board Action: Tyler Jackson made a motion to approve the minutes from the April 16, 2024 meeting as presented. Larry Sweat seconded. Motion passed unanimously.

3. ITA Policy P1050—Internet Use and Control: Presented by Brett Richard

Discussion: Mr. Richard reviewed the change notes for P1050. The policy title was updated, definitions moved to G105 Glossary, policy was edited for clarity and formatting, and reviewed the significant changes.

Discussion about agency responsibility per feedback received during the public policy review period. The question was whether an agency is still responsible for monitoring employee internet use if they are consolidated with ITS. The committee recommended that agencies still pay attention to what their staff are accessing on the internet regardless.

Board Action: Mr. Sweat made a motion to pass ITA Policy P1050 as presented. Mr. Jackson seconded. Motion passed unanimously.

4. ITA Policy P1060—Employee Issued State IT Devices: Presented by Brett Richard

Discussion: Mr. Richard reviewed the change notes for P1060. The policy title was updated, definitions moved to G105 Glossary, and reviewed significant changes.

Discussion regarding feedback about agency responsibility.

Board Action: Mr. Jackson made a motion to approve ITA Policy P1060 as presented. Catie Wiseman seconded. Motion passed unanimously.

5. ITA Policy P1015—Information Technology Policies, Standards, and Guidelines Development: Presented by Kristin Bartz

Discussion: Ms. Bartz presented a new ITA policy for consideration. This policy outlines the process for the creation or modification of ITA policies, standards, and guidelines for ITA and its subcommittees. Requesting recommendation to ITA only to allow ITA final say over this new policy.

Board Action: The committee recommended the policy be presented to ITA.

INFORMATION/DISCUSSION

6. ITLC Policy Group Update—Presented by Brett Richard

Discussion: This is Mr. Richard's last meeting and is passing the work over to new chair, Jen Dvorak and vice chair, Tyler Jackson. He thanked the members for all the work put into the policy updates.

7. Procurement Update—Presented by Mike Gwinn, Division of Purchasing

Discussion: Mr. Gwinn provided updates on the following contracts:

- IT Vendor Managed Services.
 - Old contract expires on June 30, 2024; new PSO begins July 1, 2024
- Multi-Function Devices (MFD)
 - New PADD on August 1, 2024
 - Includes all existing vendors plus two new
 - New services available including managed print services and evaluation, software, and consumables
 - Expect no disruption to current services
- Completed PADD for data breach and credit monitoring services
 - Includes risk assessment, breach coaching, and response services
- Juniper updates (NASPO)
 - There was a miscalculation in pricing and ITS and Department of Labor were overcharged for approximately four years
 - ITS is owed approximately \$124,000 and Labor is owed approximately \$110,000

8. Other Business

- The committee said farewell to Paige Leatham and Brett Richard and wished them well in their new adventures.
- The committee welcomed Lexci Armstrong as the new committee secretary.

9. Adjourn

Board Action: Ms. Wiseman moved to adjourn the meeting. Mr. Sweat seconded the motion. The meeting adjourned at 2:19 p.m. MT.

Next Meeting: Tuesday, August 20, 2024 at 1:30 pm MT