



IT Leadership Council

A Subcommittee of the Idaho Technology Authority
Jennifer Dvorak, Chair
Tyler Jackson, Vice Chair

IT Leadership Council (ITLC) Regular Meeting
June 17, 2025 at 1:30 pm MT
APPROVED MINUTES

1. Welcome and Introductions – Presented by Jennifer Dvorak, Chair

The regular meeting of the IT Leadership Council (ITLC) was held on Tuesday, June 17, 2025 at 11331 W. Chinden Blvd, Boise ID, Conference Room 214, and via webinar. The meeting was called to order at 1:33 p.m. MT. A quorum was present. Ms. Dvorak welcomed the committee.

Members Present:

- Jen Dvorak, Idaho Courts, Chair
- Tyler Jackson, Information Technology Services, Vice Chair
- Scott Bennett, Department of Labor
- Alvino Artalejo, Department of Health and Welfare
- Bill Finke, Idaho Transportation Department
- Decar Scaff, State Board of Education
- Larry Sweat, PERSI
- Chris Robison, Department of Fish and Game
- Cody McRoberts, Secretary of State

Members Not Present:

- Marc Norton, Tax Commission
- Kaylene Hoyt, Department of Education
- Seth Hobbs, Department of Parks and Recreation
- Randi Bristol-Hogue, Department of Corrections
- Greg Schenk, State Controller's Office
- VACANT, Division of Liquor
- VACANT, Idaho State Police
- VACANT, Division of Military
- VACANT, Department of Lands
- VACANT, Department of Insurance

REGULAR—ACTION ITEM(S)

2. Approval of draft minutes—April 15, 2025 Regular Meeting

Committee Action: Bill Finke made a motion to approve February’s meeting minutes. Larry Sweat seconded this motion. Motion passed unanimously.

3. ITA Policy P2010 – IT Planning Process – Presented by Elizabeth Knox, Information Technology Services

Discussion: Ms. Knox reviewed the changes implemented to this policy with the committee. Changes include enhancing clarity, reinforcing strategic alignment, and adding compliance considerations. It was suggested to add an ADA digital accessibility rule to this policy but ITS’s ADA Coordinator suggested this be added to the guideline, which was done. All formatting feedback was implemented to this policy.

Committee Action: Mr. Bennett made a motion to approve policy P2010. Mr. Finke seconded this motion. Motion approved unanimously.

4. ITA Guideline G110 – Agency IT Planning – Presented by Elizabeth Knox, Information Technology Services

Discussion: Elizabeth Knox reviewed the changes implemented to Guideline G110 including enhancing the clarity within the guideline, strengthened compliance, and ensured that ITA plans remained strategically aligned with both business objectives and regulatory standards. Definitions were moved to G105, project details were expanded, and GIS requirements were moved into the supporting dependencies, along with a compliance edition.

Committee Action: Larry Sweat made a motion to approve G110 as written. Scott Bennett seconded this motion. Motion passed unanimously.

5. Nominations and Appointments – Chair and Vice Chair (July 2025 – June 2027)

Discussion: Ms. Dvorak nominated Scott Bennett as the new ITLC Chair for the July 2025 – June 2027 term. Tyler Jackson nominated Brigette Teets as the new ITLC Vice Chair for the upcoming term.

Committee Action: Larry sweat made a motion to approve Scott Bennett as the new ITLC Chair and Brigette Teets as the new ITLC Vice Chair. Bill Finke seconded this motion. Motion passed unanimously.

INFORMATION/DISCUSSION

State AI update—Presented by Jacob Crisp, ITS Contractor

Discussion: Mr. Crisp gave an update on the status of Idaho's AI plans. Currently working on developing an entirely new AI standard, policy and guideline, high level all the way down to the base details. A lot of this Guidance will most likely change every 30-60 days, but we will be flexible and integrate these changes. Plans to push this out in the next month or two to the workforce. Working on pilot projects with agencies and looking into integrating AI solutions at level one data level, engineering an embedding process ahead of time to roll out the Policy, Standards, and Guidelines. ITS Data Governance and Privacy Officer are working on a data classification/governance process. Focusing on a way to label data correctly as this will be key to understanding the type of data we're dealing with. Starting with level one data that has a low risk. Labeling is the first step then figuring out how we do access control. Data readiness is a key point to success with AI adoption. We will continue to work with agencies and teams as we begin to deploy.

Enterprise Contract Update—Presented by Chris Carlisle, Information Technology Services

Discussion: Mr. Carlisle provided an update on the following Enterprise contracts –

- VMWare: EA is completed and extending to many state agencies. Contact Chris Calisle with questions regarding this contract (chris.carlisle@its.idaho.gov).
- Cisco: EA is close to completion. Anticipate agreement to be ready in August. Participating agencies should expect communication from ITS EA team regarding participation in the next couple of weeks.
- Adobe: This negotiation has progressed. There will be changes to ETLA, ITS is reviewing those changes, details have not been received yet.
- Canva: this was on hold for a period while DOP prepared a competitive solution – this will be concluded soon.
- Grammarly Enterprise: this will be available soon. ITS has numbers from a survey the EA team sent out concluding there is sufficient demand that warrants a license purchase. We will get information to survey respondents to get final counts on license purchases for final license pricing.

Procurement Update—Presented by Mike Gwinn, Division of Purchasing

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

- Strategic Communications Participating Addendum (Pluralsight) – changes to the business and exactly what they are selling on our original agreement. we will end this agreement around July 12, 2025. The software that ITS needs can be purchased through Carahsoft or SHI on our statewide contract.
- Statewide Networks/ Telephone Solicitation – Valarie is working on the solicitation, this should go out sometime in early July 2025 for solicitation and the go list, will wrap this up before the end of the year.
- Procurated – Supplier review platform – we have a vendor review platform that we work with a third party (procurated) they help gather supplier reviews so agency buyers/purchasing agents can go to the procurated site on the DOP webpage to review/provide contract feedback. If there's a negative review by an agency it gets flagged and moves to DOP to help escalate the negative experience/challenges.

Cyber Overview—Presented by Jerred Edgar, Information Technology Services

Discussion: Mr. Edgar provided a Cyber Update including Threats, Operation Cyber Idaho, and Cyber Discovery.

- Threats (past 60 days) – additional logging on our firewalls as we noticed a large missing not coming in, this was rectified. Threats have gone up. Apache Log4j Remote Code Execution. ZGrab Application Layer Scanner – this is going around and looking for things to find in our statewide network. SSH User Authentication Brute Force Attempt – this is how admins get into a lot of things. Vulnerabilities if you don't have a patch, over time they can eventually get in – we are seeing a ton of this. 120 million threats to our network.
- Operation Cyber Idaho – working with federal grant program operated through OEM. ITS will be onboarding up to 31 apprentices. 25 will be in cities and counties. They will work on risk assessments across the state to figure out where we need to make investments. Cyber exercises were done with Washington County and Cassia County (pen test assessments).
- Cyber Discovery – we invite people from around the region where a scenario was created with a red and a blue team. Cyber Discovery is shaped from the compromised user perspective. We provide the threat hunter team with a foot hole to see what they can access. This is a disciplined learning environment that provides perspective on attacks for vulnerabilities.

Gartner – Benefit for AI – Presented by Van Baker, Gartner

Discussion: Mr. Baker provided the committee with benefits Gartner has to offer the state with AI. Please refer to the recording on Town Hall for more.

Other Business

Adjourn

Board Action: Bill Finke made a motion to adjourn the meeting. Mr. Sweat seconded this motion. Meeting ended at 3:16pm MT.

Next Meeting: December 16, 2025