
IT Leadership Council (ITLC) Regular Meeting

April 21, 2026, at 1:30 pm MT

FINAL MINUTES

1. Welcome and Introductions — Presented by Scott Bennett, Chair

The regular meeting of the IT Leadership Council (ITLC) was held on Tuesday, April 21, 2026, at 11341 W. Chinden Blvd, Boise ID, Conference Room 210, and via Teams. The meeting was called to order at 1:34 p.m. MT. A quorum was present. Mr. Bennett welcomed the committee.

Members Present:

1. Scott Bennett, Department of Labor, Chair
2. Brigette Teets, Information Technology Services, Vice Chair
3. Marc Norton, Tax Commission
4. Greg Schenk, State Controller's Office
5. Branden Kennah, PERSI
6. Cody McRoberts, Secretary of State
7. Ross Houck, Idaho State Police
8. Bill Finke, Idaho Transportation Department
9. Decar Scaff, State Board of Education

Members Not Present:

- Jen Dvorak, Idaho Courts
- Alvino Artalejo, Department of Health and Welfare
- Seth Hobbs, Department of Parks, and Recreation
- Randi Bristol-Hogue, Department of Corrections
- VACANT, Division of Liquor
- VACANT, Division of Military
- VACANT, Department of Lands
- VACANT, Department of Insurance
- VACANT, Department of Fish and Game
- VACANT, Department of Education

REGULAR—ACTION ITEM(S)

2. Approval of draft minutes—February 17, 2026, Regular Meeting

Committee Action: Mark Norton made a motion to approve December's meeting minutes. Brigitte Teets seconded this motion. Motion passed unanimously.

3. ITA Policy P2030 – IT Large Scale Project Review – Presented by Jeremy McLean, Information Technology Services

Discussion: Mr. McLean provided updates to ITA Policy P2030 including detailing strengthened oversight, centralized definitions, and enhanced reporting requirements. This policy now provides a clearer oversight framework, with an abstract outlining its statutory basis and alignment with statewide priorities and risk mitigation. Reporting requirements now require periodic updates.

Committee Action: Brigitte Teets made a motion to approve policy P2030. Branden Keenah seconded this motion. Motion approved unanimously.

4. ITA Guideline G210 – IT Project Profile – Presented by Jeremy McLean, Information Technology Services

Discussion: Mr. McLean provided updates to ITA Guideline G210 focusing on modernization and clarity, standardizing definitions, inclusion of technical elements like cloud deployment models and data classification, streamlined cost selection, and enhanced risk and cost-benefit analysis requirements.

Committee Action: Mr. Houck made a motion to approve G210 as written. Mr. Finke seconded this motion. Motion passed unanimously.

5. ITA Guideline G225 – Cost Benefit Analysis – Presented by Jeremy McLean, Information Technology Services

Discussion: Mr. McLean provided updates to Guideline G225, emphasizing lifecycle cost comparison, expanded financial methodology guidance including time value of money, updated cost categories, and inclusion of KPIs and intangible benefits.

Committee Action: Mark Norton made a motion to approve G225 as written. Mr. Houk seconded this motion. Motion passed unanimously.

6. ITA Guideline G230 – IT Projects Best Practices Checklist – Presented by Jeremy McLean, Information Technology Services

Discussion: Mr. McLean provided updates to ITA Guideline G230 including modernized to align with current IT project management and oversight expectations, with clarified roles and responsibilities, expanded checklist requirements, and a new section on technology selection and risk assessment.

Committee Action: Mr. Houck made a motion to approve G230 as written. Mr. Norton seconded this motion. Motion passed unanimously.

INFORMATION/DISCUSSION

Artificial Intelligence (AI) Update – Presented by James Palmer, Information Technology Services.

Discussion: Mr. Palmer provided the following updates on ITS's AI initiatives:

- Collaboration with BSU: ITS is partnering with Boise State University who provided their GitHub repository containing source code for AI environment setup; a meeting with AWS is scheduled to begin the initial setup in ITS's environment.
- Agent Core Setup: First step involves setting up Agent Core, the AI framework within AWS, with the goal of completing this setup by the end of the week.
- Proof-of-Concept Projects: ITS is planning proof-of-concept projects, including an AI agent for searching Idaho code, with all relevant code ingested, and a second agent for additional use cases; further meetings with BSU are scheduled to advance these initiatives.

Procurement Update—Presented by Bob Morlan, Division of Purchasing

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

- Network Connectivity and Dark Fiber: Letters of intent for network connectivity and dark fiber were issued, with the appeal period ending February 24th; clarifications for SIP and long distance have been completed, and agency approval was sent to ITS for signature.
- Audio/Visual and Cybersecurity Contracts: Audio/visual contract pads have been awarded for category one, with category two pending and expected to include new service components; new pads for cybersecurity and information security services have been issued to replace expiring contracts.
- Website Launch: The Division of Purchasing launched a new website on February 10th, designed to improve user experience and make information easier to find.

Cyber Update—Presented by Jerred Edgar, Information Technology Services

Discussion: Mr. Edgar provided a Cyber Update including an overview of the cybersecurity partnership program, network activity trends during the legislative session, threat monitoring, and ongoing efforts to support rural partners and manage increased data traffic.

- **Partnership Program Expansion:** The cybersecurity partnership program has placed 37-38 apprentices with community partners to conduct risk assessments and develop remediation strategies, with plans to expand to 50 participants.
- **Network Activity During Legislative Session:** Jared reported a significant increase in network activity, averaging 150,000-200,000 users, primarily due to legislative session traffic and contentious topics, resulting in network congestion and capacity challenges.
- **Threat Monitoring and Trends:** The state is blocking an average of 230 million threats every 30 days, with recent increases in command-and-control activities and the emergence of an old Windows-based worm; threat levels are expected to rise again during tax season.
- **Support for Rural Partners:** Apprentices assist rural areas in modernizing IT infrastructure, reducing technical debt, and exploring opportunities to partner with the state for technology adoption and procurement.

Modernization of State Infrastructure & Impacts on AI Service Delivery—Presented by Salesforce

Discussion: Dina, Gary Lowe, and Dan Tennant from Salesforce presented modernization trends in state government, Salesforce's platform capabilities, AI adoption strategies, and offered workshops and cost analysis services to support state agencies.

- **Salesforce Platform Overview:** Dina described Salesforce as a leading software provider with a dedicated public sector suite, supporting agencies in licensing, permitting, grants management, case management, and contact centers, with a focus on security and compliance.
- **Modernization Strategies:** The presentation emphasized the shift from custom-built and commercial solutions to low-code platforms, highlighting flexibility and reduced total cost of ownership; incremental modernization and partner ecosystem support were discussed.
- **AI Adoption and Governance:** Salesforce's approach to AI includes built-in security, zero trust implementation, and partnerships with large language model providers; the importance of starting small, focusing on high-quality data, and defining successful metrics was stressed.
- **Workshops and Cost Analysis Offerings:** Salesforce offers no-fee AI ideation workshops, strategy sessions, and total cost of ownership analyses to help agencies identify use cases, address technical debt, and compare modernization options; a spring workshop is planned for interested agencies.

Other Business

Adjourn

Board Action: Marc Norton made a motion to adjourn the meeting. Branden Kennah seconded this motion. Meeting ended at 2:22pm MT.

Next Meeting: June 16, 2026