Members Present:
- Mike Langrell, Military Division (CHAIR)
- Michele Tomlinson, Dept. of Correction
- Kaylene Hoyt, Dept. of Education
- Alvino Artalejo, Dept. of Health & Welfare
- Decar Scaff, State Board of Education
- Jennifer Dvorak, Idaho Courts
- Dan Thornock, Dept. of Fish & Game
- Bill Finke, Transportation Dept.
- Seth Hobbs, Dept. of Parks & Rec
- Tyler Jackson, Office of IT Services
- Mark McMinn, Dept. of Lands
- Larry Sweat, PERSI

Members Absent:
- Terry Ford, State Controller's Office
- Marc Norton, Tax Commission
- Jon Spence, Division of Liquor (VICE CHAIR)
- Brett Richard, Dept. of Labor

- Steven Higgins, Idaho State Police

Others Present:
- Mike Gwinn, Dept. of Administration
- Doug Hansen, Idaho Courts
- Brian Reed, Transportation Dept.
- Ben Call, IMD
- Erin Seaman, Office of IT Services
- Brigette Teets, Office of IT Services
- Catherine Thies, Office of IT Services
- Matt Aslett, Office of IT Services
- Kevin Heesch, Office of IT Services
- Tawna Chesnut, ITS
- John Brown, ITS
- Gara McCutchen Aragon, SHI
- Mark Mayer, In Time Tec
- Lauren Taylor, Gartner
- Chad Williams, Salesforce Inc.
- Alexis Blue, MCCi

CALL TO ORDER

Chairman Langrell welcomed everyone and called the meeting to order at 1:34 pm MST. New members were introduced including Bill Finke, Idaho Transportation Department, and Seth Hobbs, Dept of Park & Recreation.

MEETING MINUTES

MOTION: Mr. Sweat moved, and Mr. McMinn seconded, a motion to approve the minutes of the December 20, 2022, meeting, as presented; the motion passed unanimously.

PROCUREMENT UPDATE

Mike Gwinn, Division of Purchasing (DOP), reported on the following procurement updates:
- The ITB for Communication Management was put out to bid and closed last week.
- DOP is working on a solicitation for video surveillance cameras, primarily for Veteran's Services. The specifications are still being refined and will possibly be brand only.
- In cooperation with IDOC, the solicitation for Password Reset is being developed with the objective of a new contract in place in August 2023. DOP renewed the existing contract to July 31, 2023.
- A one-time exemption was put in place for Conference Room Peripherals. ITS has submitted an updated parts list and once approved be posted shortly.
- There is a request for grant management software and DOP is working with ITS to review the NASPO contract that was put out by the State of Utah. Also, there is drafting of RFQ/RFP requirements in the event that action can't be taken on the Utah contract.
- An invitation to bid for Elearning Tools for Microsoft 365 end users. A procurement for the 2nd quarter.

- IDOC is looking at Atlas, a workload related product with several components that includes Secure Link, ROC Maestro and Land Sweeper.
- DOP is reviewing the telecommunications contracts (broadband, ethernet, dark fiber, long distance and internet). There has been a request to Lumen, Syringa and Ziply to extend the contracts through the end of the year.

DELIVERY BASED IT SERVICES (DBITS)

Chris Carlisle, Office of IT Services, presented an overview of the service. DBITS provides access to existing contracts with pre-approved vendors. The RFP, RFQ, etc. process having already been completed, this gives end users (agencies) an expedited path for receiving the deliverables.

The contracts are for project-based deliverables that fall within predetermined categories. The categories commonly included are requirements gathering, assessment planning, application development, data migrations, legacy application modernization and security evaluations. Note that contractor wages are not covered under this type of contract.

OTHER BUSINESS

There was no other business discussed.

ADJOURN

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

The meeting ended at 2:06 pm MT. The next meeting is scheduled for April 18, 2023, at 1:30 pm MT.

C Thies, Office of IT Services