



IT Leadership Council

A Subcommittee of the Idaho Technology Authority

Mike Langrell, Chair

Jon Spence, Vice Chair

IT Leadership Council (ITLC) Regular Meeting

December 19, 2023 at 1:30 pm MT

DRAFT MINUTES

1. Welcome and Introductions—Presented by Mike Langrell, Chair

The regular meeting of the IT Leadership Council (ITLC) was held on Tuesday, December 19, 2023 at 11331 W. Chinden Blvd, Boise ID, Conference Room 215, and via webinar. The meeting was called to order at 1:33 p.m MT. Roll call was taken and a quorum was present.

Members Present:

- Mike Langrell, Idaho Military Division, Chair
- Jon Spence, Division of Liquor, Vice Chair
- Randi Bristol-Hogue, Department of Correction
- Alvino Artalejo, Department of Health and Welfare
- Marc Norton, Idaho Tax Commission
- Bill Finke, Idaho Transportation Department
- Brett Richard, Department of Labor
- Greg Schenk, State Controller's Office
- Tyler Jackson, Information Technology Services
- Seth Hobbs, Department of Parks and Recreation
- Larry Sweat, PERSI
- Kayne Tisdale, Idaho State Police
- Jen Dvorak, Idaho Courts
- Chris Robison, Department of Fish and Game

Members Not Present:

- Decar Scaff, State Board of Education
- Kaylene Hoyt, Department of Education
- Vacant, Department of Lands

Mr. Langrell welcomed the committee and encouraged membership to MSAC after attending a recent conference.

REGULAR—ACTION ITEM(S)

2. Approval of Draft Minutes—August 15, 2023 Regular Meeting

Board Action: Marc Norton made a motion to approve the minutes from the August 15, 2023 meeting as presented. Alvino Artalejo seconded. Motion passed unanimously.

3. Nominations and Election for Vice Chair

Jon Spence is stepping down as vice chair due to agency commitments and activity. His term officially ends June 30, 2025.

The floor was opened for nomination for vice chair of the committee. Brett Richard nominated himself. There were no other nominations.

Mr. Langrell moved to approve the nomination of Mr. Richard as the vice chair. There was no second. All voted unanimously in favor. Mr. Richard's term ends June 30, 2025.

INFORMATION/DISCUSSION

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

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

- Computer Equipment & Peripherals – PADDs. Transitioning to new PADD for computer equipment, as the current agreement expires ends January 2024. Working with vendors through NASPO. Trying to leverage discounts using the ITS standard configuration. May be a new manufacturer for rugged laptops.
- Software Value Added Resellers (SVAR)
 - Two new PADDs effective fall 2023.
 - Previous PADDs combined into one PADD
 - New Microsoft SVAR agreement is in place with Insight
 - General reseller with Dell. Opening up new PADD with SHI to cover items not covered under Dell PADD.
- IT Vendor Managed Services. Connecticut awarded 3 master agreements including primary CAI, who had an interim agreement with Idaho until master agreements were finalized. Looking at details of final agreement with CAI and need individuals to review. Interim agreement ends in June 2024.
- Credit Monitoring & Data Breach - 22nd Century Technology. NASPO contract, working on master agreement with them currently.

Additional discussion followed.

5. Policy Discussion—Presented by Mike Langrell, Chair

a. Large-Scale Project Review (P2030)

Discussion: Mr. Langrell was not able to make progress on this policy and will work with Mr. Richard to see if they can bring a draft to the February 2024 meeting. Asked Mr. Gwinn if the Division of Purchasing (DOP) could notify ITLC of pending contracts that would lead to a large-scale IT project. Discussion followed regarding how DOP could implement a partnership to have ITLC review these contracts.

Further discussion followed. Concerns were raised about the amount the time it would take to review these large-scale projects and how to define a large-scale project.

Recommendation: Mr. Langrell will follow up with the Division of Purchasing and Mr. Richard.

b. Client Operating Standards (S2100)

Discussion: Mr. Langrell was hoping to have a draft to review and will revisit this at the next meeting. There are no objections or questions about this issue.

Recommendation: Mr. Langrell to bring a draft for review to the next meeting.

6. Other Business

Discussion: Mr. Langrell has a conflict with the regularly scheduled meeting on February 20, 2024 and proposes moving it to February 6, 2024 at 1:30 p.m. MT. There were no objections.

Mr. Schenk asked about an accessibility group he could join to support 508 compliance work they are doing at State Controller's Office. Ms. Bartz will forward the information to Mr. Schenk after the meeting.

Mr. Langrell asked if there was any interest in reviving the former Solutions Group, an informal gathering of state IT professionals intended to share best practices, solutions, and other technical discussions. If there is any interest, email Ms. Bartz to schedule.

7. Adjourn

Board Action: Mr. Spence moved to adjourn the meeting at 2:13 p.m. MT.

Next Meeting: Tuesday, February 6, 2023 at 1:30 pm MT