

CIO Management Council

June 21, 2006

Approved 7/19/06

Attendees: Ben Berry, Bill Crowell, Stan McClain, Mark Williams and Mike Zanon

IRMD Staff: Theresa Masse, Sean McSpaden, Digby Morrow, Scott Riordan and Christine Samples

Other Staff present: Tom Boettger of Revenue and Kris Kautz of DAS.

Stan McClain called the meeting to order at 10:30 a.m.

Approval of Minutes

Motion: It was moved and seconded to approve the minutes as submitted.

ESO Policy – Theresa Masse & Digby Morrow

There are expectations set through House Bill 3145 for enterprise security. There currently is no vetting process for policies, ESO is requesting the CIOMC give feedback and help with recommendations. The security policies that will be introduced are on strict timelines.

The CIOC has a significant role to play to understand and assist with implementation of enterprise security policies. Theresa Masse has suggested that we create an enterprise level process to swiftly move policies along, a permanent process. Theresa would like baseline level policies created; with a baseline no one can fall beneath the required security level. These will be the state security policies and agencies will be allowed to implement more stringent policies, if they choose. There is a mandate to accomplish this within House Bill 3145.

ESO is currently requesting feedback and input from the CIOMC and the Administrative / Business Services Directors Meeting. Data classification needs to be accomplished, and should be accomplished by the business side as the data is theirs. There should be collaboration between the Admin side and the IT side.

Bill Crowell would like to be in a position where IT safety is at over 50 percent. We need to determine a way of measurement. For security of information at rest (in offices, vehicles, etc) there is no encryption of data at this level, there is a solution for encryption but it is costly. We need to determine the amount of laptops with and without confidential information.

ESO does not want to make this difficult for agencies; we do not want to add guidelines to the policy. Instead ESO would like to create Security Guidelines outside of the policy. Guidelines can only be a viable option if agencies can still protect their classified information. ESO may be able to provide assistance to agencies with implementing the guidelines.

HB 3145 requires three other agencies to implement policies by January 2007; this is why we are trying to move along so quickly. Templates need to be created that allow everyone to use this process on an enterprise level. If resources need to be brought in ESO is willing, they need to know what is required? Please advise how to make this a reality. Formalizing the plan is the first item to complete.

Action: present to he CIO Council on June 21.

Dashboard / Enterprise Tracking

A community of practice / domain team reporting schedule was requested by the CIOMC. We have determined a frequent and regular reporting schedule will not be needed if we have an enterprise tracker. It is imperative that we are able to explain our progress and projects at any given moment. We should also be able to advertise our success.

With an enterprise tracker community of practice / domain teams would only report as needed. The enterprise tracker would give up-to-date reports on demand. The enterprise tracker would report on: CoP, domain teams, strategic agencies IT projects and examples of excellence. This position would also keep a continuous inventory of the "not done" projects and why they were not done.

We need to determine what the requirements of the CIOMC, CIOC, State CIO, Directors, Legislatures, etc are. Bill Crowell feels this is a responsibility of the CIOMC, and it would help provide feedback to the programs we currently have going.

The CIOMC would still like face to face reporting; with key projects to alternate one each time we meet. With the understanding that when there are major decision points we will bring them forward. It was suggested to align the evaluation criteria with ITIM and to use ITIM's performance metrics.

Action: Bill Crowell will send his example to Christine Samples.

Next Enterprise Project - All

Today's goal is a short list of enterprise projects for the CIO Council. We need an action path created with our enterprise project recommendation. We would like Kris Kautz to take this forward to the Administrative / Business Services Directors meeting. We will give them the full list and our recommendations.

The decision needs to be made if we are we seeking a tactical or strategic project. Ben would prefer a strategic project, even though the tactical can be politically good. CNIC is both strategic and tactical.

Mike regarded the Central Business Registry as an ongoing project, with phase one being completed in July, and asked if we want to pick something that is already this far along. The items that are already started we should not be deciding on, we should be selecting one that we can add value to. We would like this to be something that is tangible.

The meeting was adjourned at 12:00

Brown Bag

Lindsay is looking for a business case

A criteria list needs to be created

A quick Business case should be done, with liability included

E-forms

Licensing

Security

Gaining technology and benefits for the business side, there is a great advantage to have the business side in agreement with the CIOC.

Ben Berry suggestions:

A quick business case needs to be created

1. E-mail unified messaging (voice and e-mail directories combined)
2. Enterprise records management (e-mail records, system records, programming, etc)
3. E-forms (cost savings, productivity)

Marc Williams

1. Security should be looked at first, before we move forward with anything. Security is the foundation of everything.

Securing the perimeter; the laws have changed and changed the landscape on what it means to "secure the perimeter". Data Classification has to be done to decide what to protect.

Modernizing Government (paperless government)

E-forms (pilot)

Enterprise Licensing

E-document retention - Mary Beth Herkert

E-timesheets

Protection of Citizen Information

Authentication and access management

Rules and policies

Protection of data at rest and in transit

Data Classification

Two Themes:

Digital Government (electronic government/ modernizing government)

Security (electronic protection - in transport or stationary)