

CIO Management Council

August 2, 2006

Approved 8/16/06

Attendees: Bill Crowell, Bob DeVyldere, Jeff Marecic, Stan McClain, Baron Rodriguez, Marc Williams Peter Vandenberg (for Ben Berry), and Mike Zanon

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

Other Staff present:, Dennis Wells with DHS; Jean Straight and Peter Threlkel with SOS

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

Approval of Minutes

Motion: Minutes were approved as amended.

Enterprise Security Office (ESO) Policy Update

The CIO's feedback has been incorporated into the revised [ESO policies](#). On August 15, 2006 ESO will be filing a notice of rule making with the Secretary of State office. There will be a minimum of 49 days for feedback. The elected offices, even though they are not under DAS oversight, must create security plans and policies for their own agencies.

ESO wants to ensure that the security bar is raised and the risk exposure is reduced across state agencies. ESO will be creating security-related definitions. ESO has several other policies under development. A list of those policies is available on the ESO Web site. The DAS Director has created a group comprised of agency leaders and members of the governor's staff to develop an appropriate use policy for all agencies to follow. ESO intends to set encryption policies at the enterprise level.

Action: Christine will send a link to the electronic security policies.

Central Business Registry – Jean Straight & Peter Threlkel

The Secretary of State's office is currently fine tuning the connectivity issues for the Central Business Registry. If all goes as planned, users will be online by the end of August when phase 1 is concluded. Phase 2 will start immediately if all goes well. Phase 2 will allow users to register for a combined business program and as a non-profit corporation. Phase 2 will be completed by the second quarter 2007. The Central Business Registry does need to be connected to secure pay, but the SOS can go live without secure pay included.

It was asked what the enterprise opportunities are and what the vision is for other agencies to use the Central Business Registry. The opportunity could be to link to the License 2000 project so more agencies would upgrade to license 2000. There may be an opportunity for an interface between License 2000, the Central Business Registry and E-forms. There is an opportunity to demonstrate alignment of these efforts in the update of the EIRMS. The ultimate goal is to automate what functions we can throughout the state.

SOS is creating a governance/steering committee that will include DCBS, Revenue and Employment. It was asked how we will be inventorying these systems. It will either be on an agency by agency level or if enterprise funds are used then the Office of the State CIO will be responsible. The question was asked if there is a potential to link to the MSP. The answer: SOS has not gotten that far.

IT Service Management - Remedy

Sean reported that Remedy would compliment the enterprise business recovery planning tool that Susan Columbus of BCP is implementing. An interface can be built or an off-the-shelf program can be purchased so that information can be exchanged between Remedy and the BCP tool. Debbie Fery and Mark Reyer support using Remedy. Operations division is engaged in this process and they too support the use of one tool in DAS. DAS Operations will be using this to track all their assets on the business side. Two individuals will attend the training through Columns Technology, the contract winner. We are a week away from signing with Columns Technology. We need to identify a business owner and project manager from the business side, and a funding source from the enterprise perspective. A decision is yet to be made about how we provide service for agencies that are not within the SDC versus those within.

Enterprise Action Plan - All

We have not reached a consensus on the next enterprise initiative. A recommendation to update the EIRMS before engaging in the next enterprise initiative was made. Several of the agency heads that helped create the 2005 EIRMS have since moved on. A vision for digital government is the overarching message we will be promoting in the upcoming update. Agency leaders must agree with the updated EIRMS and support it to make it executable. The update will not be actionable unless the CIO's involved return to their agency heads to brief them on the update.

The CIO Council would like the business side involved. Kris Kautz has created a sub-group from the Administrative / Business Services Directors group to work with the CIOMC. They have also created a list of priority processes on which they would like to focus.

The EIRMS refresh centered around the digitized government initiative is the best "next enterprise initiative" and something Lindsay can get behind. Stan fully supports this approach to the refresh of the EIRMS. The question was asked, what will make the new plan executable versus the old one. The governance piece is very important and will create a way to sustain the vision during changes in administrations. We need to do a lessons learned about our experience in the developing the last EIRMS. We should then define the process of how we initiate an enterprise project, receive funding, govern and execute enterprise level initiatives.

Action: Mike Zanon and Scott Riordan will create an action path and bring that back to the August 16th CIOMC Meeting.

The meeting was adjourned at 12:00