

Chief Information Officer Council – Meeting Minutes

November 13, 2007

approved 12/11/2007

The Chief Information Officer Council met at 2:00 p.m. at Forestry Department, 2600 State St. Salem, Oregon

Council Members Present: Ben Berry, David Almond, Bud Borja, Debra Herrli (for Rick Howard), Lloyd Lowry, John Margaronis, Kathryn Naugle, Julie Pearson, Jim Corbett (for Curt Pederson), Dugan Petty, Bruce Craig (for Herb Riley), Doug Juergensen, Bill Carpenter, David Yandell, Doug Juergensen, Jeff Marecic, Julie Bozzi, and Trig Larsen

EISPD Staff Present: Scott Riordan, Nick Betsacon, Dennis Wells, Theresa Masse, Scott Smith, Cy Smith, and Charlene Wood

Others Present: Jack Doyle (DHS) and Tim Avilla (ODOT)

Review of Agenda

Ben Berry reviewed the agenda for the meeting.

1. Approval of Minutes/Action Item Follow Up – Ben Berry

The October 30, 2007 minutes were approved as revised.

2. Enterprise Architecture Status Report – Tim Avilla

Tim Avilla provided the status of the Enterprise Architecture (EA) Program. The charter was extended through December 31, 2007. The EA Core Team (Tim Avilla, Jack Doyle, Scott Riordan, and Dennis Wells), the program sponsors (Curt Amo and Bud Borja) and the CIO Council members recognized there was a need to raise the awareness of EA and the EA principles among state leadership.

EISPD and the EA program team will hold an education event to raise awareness and to promote business-side sponsorship and support for an EA and for an EA Policy Option Package (POP). The EA conference will be held on November 27, 2007, in the Veteran's Auditorium. Featured speakers at the upcoming conference include Bruce Robertson, Vice President, Business of IT Research Division, Gartner, Inc. and Matthew Miszewski, former Wisconsin State CIO and current Managing Director, Worldwide e-Government, Microsoft.

3. Agency Sharing / Roundtable – All

John Margaronis reported Lottery is filling positions using the MSP contract. Lottery has joined the Gaming Standards Association. John will be attending his first GSA conference the first week of December. John will provide the council with an update upon his return.

The Council members discussed the difficulty their agencies have in the recruitment of IT staff. The positions that are the most difficult to fill are architects, Web developers, and java developers. Some agencies have used staff augmentation to fill positions. Ben would like to send the message to Sue Wilson that we are using staff augmentation to help fill our IT requirements.

Theresa Masse reported the Senate Bill 583 forum was well attended. Another forum would be scheduled to discuss the Acceptable Use policy. Revisions are being completed on the Transporting Information Assets policy. ESO may incorporate some changes to the Information Asset Classification policy.

Jim Corbett reported OUS is working on an emergency notification plan for on campus.

Bud Borja reported that Judicial is working with e-Government to develop a citizen-based web portal. Judicial is exploring the purchase of an enterprise content management system using the GSA contract. Bud expressed interest in what types of service-oriented software agencies are using. David Yandell said the criminal justice agencies are using XML. Bud would like to know what tool set or suite we should look at to leverage a price or purchase. Ben encouraged Bud to work with Charlene Wood to send out a survey of interest. The survey would define what system Judicial is looking for and what system the agency has in place.

David Yandell reported Oregon State Police is recruiting for a CIO. For more information, visit the OSP website: http://www.oregon.gov/OSP/non_sworn_employment.shtml

Kathryn Naugle is attending a meeting tomorrow on the SDC Emergency request POPs. Kathryn encourages all involved agencies to be there.

David Almond reported Revenue is working with on organization transformation and POPs.

Dugan Petty reported EISPD/ESO would be hosting an Information Asset Classification forum in January. EISPD will be asking some of you to participate in the development of best practices. Theresa reported ESO is working with Verisign on digital certificates products. This includes the certificate policy management board and the certificate policy statement. The Federal Government has issued new ID cards for staff that will work at the state level in the event of an emergency. A digital certificate/digital signature policy will be adopted by the end of the month to support our on-line transactions.

Dugan reported Scott Smith gave a preview of the Jive software collaboration tools. DAS has completed the first round of POP reviews. DAS has to complete their review and approval process ahead of agencies because of the rates that the agencies will need to write into their budgets.

Julie Pearson reported that DoD 5015.2 standard has been adopted for Electronic Records Management System (ERMS). The SOS has written an RFP for an ERMS. The Elections Department is moving to the 5th floor of the Public Service Building. Mary Beth Herkert will be working with Scott Smith, E-government, on the Jive Software pilot.

Bill Carpenter reported Housing has updated their digital certificates.

Trig Larsen reported OPRD is working on their strategic IT plan and is gathering the requirements for business initiatives.

Doug Juergensen reported ODFW has been working on their Point-of-Sale (POS) system.

Debra Herrli reported DHS is in final contract negotiations for the Statewide Automated Child Welfare System (SACWIS). The Unified Eligibility project is moving forward, but also is in need of a project manager. OIS is in the process planning and reorganizing. DHS is evolving to a model of Centers of Excellence.

Jeff Marecic reported information security is high on PERS priority list. PERS is working on reorganizing their ISD. Jeff is willing to share information on web service orientated architecture (SOA).

Berry reported ODOT is hiring a project manager for the Security Fabric projects that ODOT is working on.

4. SDC CIO Advisory Board Draft Charter – Dugan Petty

Dugan Petty reported the SDC CIO Advisory Board is working on revisions to the charter. The Board will meet on November 16, 2007 to review comments. At the November 19, 2007 meeting, the board will seek approval of the charter.

Dugan reviewed the draft charter with the council members and captured specific recommendations and discussion. CIOC members were requested to formally submit their comments to Scott Riordan.

5. Collaboration Tool Suite; Jive Software – Scott Smith

Scott Smith reported seventy (70) participants from twenty (20) agencies attended the Collaboration Tools (Jive Software) forum. Gartner recommended that collaboration tools be acquired as an integrated solution set; there is assured compatibility between components. Jive Software is the only software suite that met this criteria. ESO has been requesting secure instant messaging (IM) for years. Secure IM is one of the collaboration components. There will be a unit price per seat with no requirement to buy. The notional per seat cost is less than five (5) dollars per user per month.

Scott is negotiating with Jive Software for volume pricing. The tool suite is web based. The suite includes an audit tool and a back-up function. The agreement would include the application being moved to the SDC.

The pilot program to assess the value of the tools, learning curve and adoption of the suite will begin with 220 seats. An online survey has been sent to the participants of the forum requesting their feedback.

6. EISPD Policy Option Packages (POPs) – Dugan Petty

Dugan Petty reported that DAS POPs are in the process of being prioritized based on the comments and feedback from the agencies. The DAS Director will be requesting agency director approval in December 2007.

Cy Smith reported on the GEO POPs. Cy distributed a handout on the importance of location. The importance of location is knowing where people and resources are located in relation to where activities occur which is fundamental for government decision-making. Location is the common element that links public safety, natural resources, social services, and economic development. The POP is focused on water management and public safety. The funding for this POP has yet to be determined.

Scott Smith reported on the e-Government POP. The POP requests a capacity increase due to the number of transactions e-Government is handling per day. We are currently processing one thousand transactions a day. The use of Web publishing tools will increase both the support load and the number of pages to host. Alternative solutions include: buying additional capacity and hosting at the SDC (when the SDC is PCI compliant); or, move the program into EISPD and hire developers. The costs of either solution have not been fully developed.

Please send comments to Dugan Petty.

The meeting adjourned at 4:00 p.m.