

MINUTES



Chief Information Officer Council

Meeting Date: September 1, 2009

Attendees: Bob DeVyldere, Julie Pearson-Ruthven, Ben Berry, Steve Poland, Dugan Petty, Vickie Bailey-Goggins, Bret West, Theresa Masse, Herb Riley, Ed Klimowicz (for Rick Howard), John Koreski, Trygve Larsen, John Margaronis, Sandy Jefferson, Jeff Marecic, Lloyd Lowry, Dorothy Oliver, and Don Altermatt

EISPD Staff: Scott Riordan, Stacie Younk, Darren Wellington, Sean McSpaden and Charlene Wood

Guests: Melissa Canfield and Lori Nordlien (DAS/SPO), (Revenue)

Bob DeVyldere called the meeting to order at 2:00 p.m.

Approval of Minutes – Bob DeVyldere

The August 4, 2009 minutes were approved as submitted.

NASCIO Awards – Dugan Petty & Bob DeVyldere

| Title of Project | Agency |
|--|--------------------|
| Oregon Central Business Registry | SoS |
| | DCBS OED DOR |
| Enterprise Information Security Business Risk Assessment | DAS (ESO) |
| IT Managed Service Provider for Hourly & Project Based IT Services | SPO |
| The Oregon Imagery Explorer | DAS (GEO) |
| Common Registration Oregon Workforce Partnership | OED CCWD |
| State of Oregon's Enterprise Business Continuity Planning Program | DAS (BCP) |
| Oregon GovSpace | DAS (E-Gov) |

Roundtable – All

Action: Schedule David Almond, Revenue Transformation, at the August 4, 2009 CIOC meeting

David Almond from Revenue: He is working on an agency transformation and requested to present to the CIO Council at the August meeting.

Bret West from DAS/Operations: He reported that a stakeholder committee has been formed to decide the future of audio/video conferencing. The positions have been extended for ninety days.

Lloyd Lowry from Department of Corrections: He will provide an update to the e-mail archiving replication tool which is attached to e-mail storage.

Jill Petersen from Oregon Youth Authority: She asked for information on SharePoint.

Steve Poland from Agriculture: He reported that Verizon wireless USB cards have been successfully implemented and Agriculture plans to add more in the other divisions.

Dugan Petty from DAS/State CIO: He reported that the 2008 Annual Report has been completed. The 2009 Annual Report will be completed in six months.

Theresa Masse from DAS/ESO: She reported that the agency security plans are due to ESO by the end of July.

Dorothy Oliver from DCBS: She reminded everyone to sign up for the OAGITM Annual Summer Conference.

Sandy Jefferson from the Forestry Department: She is recruiting for a project manager.

John Koreski from DAS/SDC: He is updating their strategic plan and would be willing to share the plan with the CIO Council. The SDC is working with the SOS office to complete their annual audit, reviewing security and basic controls, this is in alignment with the security plan the ESO has released.

Julie Pearson from SOS: She reported the bill passed for a redundant site and the ERMS project is complete.

Model Rule Changes Related to IT Procurement – Dugan Petty & Terry Meehan

Dugan Petty Model Rules: Dugan provided the background of the IT Contract-Related Initiatives.

Terry Meehan: There are a number of IT initiatives that they are easy to confuse. Terry would like to hear what the CIO would like the rules to say and asked about members to join the model rules committee.

A flexible active approach to the model rules. Fast tracking this DOJ model rules framework issues and legal obstacles. Dugan has a small group for procurement issues.

Terry has initial concepts, it terms and conditions. Recognize cross functionality. September 18 goes to a larger group Terry expressed his appreciation for participation in the group. He states that a tight economy makes better use of the lawyers. Also those common solutions to drive down the transaction costs.

Bob asked what Terry wanted from the CIOS. Initial concepts were reviewed by the CIOMC. The meeting tomorrow he will ask for input and adjustments at 10:00 AM in the Silver Falls conference room. The concepts have been sent to the CIOMC.

Terry is trying to replicate the MSP model, what can we use to form our model rules. Flexible, in the contents of IT.

IT Preparedness for the H1N1 Flu Virus – Theresa Masse

Action: On September 22, there will be a forum at the employment department. Theresa will send out the details.

Theresa Masse reported that in the event of a pandemic influenza, agencies must be prepared to continue operations with a minimal amount of disruption. The National Strategy for Pandemic Influenza Implementation Plan references the benefits of using tele-work to slow the spread of disease by keeping face-to-face contact to a minimum. Theresa provided a checklist to enable the CIOC to get a clearer picture of how to prepare for office closure. Theresa recommended keeping agencies' laptops and pc's patched and updated in order to prevent virus infection.

Enterprise Information Resource Management Strategy Update – Dugan Petty

Action: Need to prioritize and give to Ben for classroom materials.

Agreed to begin the steering committee to launch the update of the strategy. SWOT and business to people. The first meeting will be held on September 9. There will be less staff and resources and more to do. The strategy will be completed in December. The forum will be for citizen's expectations. Ben will lead the SWOT half day session. In this session, communications will be addressed. He will be sending out the SWOT document and ask for ideas.

The Enterprise Architecture (EA) cooperative will be taking the lead on business objectives. There will be a draft to the steering committee. This draft will cover citizen expectations and should create the EIRMS, ABSD CIOC joint approval, and then agency heads.

If you would like to be a part of the steering committee contact Dugan.

SDC Strategic Plan – John Koreski

Action: Email Kelly for the soft copy of the report to distribute to the CIOC

Julie – SDC Strategic Plan

Annual report update: Julie reviewed the document with the CIOC. She discussed how we measure progress against the project. Data Center Utility Model has four key factors. Julie spoke about the eight focus areas: Consolidation, doctor, cost rate model, service level, security, then beneath them are the projects. These projects were prioritized in order to show how the projects are lined up on the maturity model.

The balance of accomplishments: There is an increasing capacity of growth demand, standardization and consolidation. Service requests have increased fifty percent: One thousand four hundred to three hundred networks and is increasing capacity.

Growth in Service Volume: Requested by the customer for fiscal year. This growth demonstrates keeping the basic systems running.

Savings and cost avoidance was discussed along with Growth and Cost Avoidance Savings.

Data Center Costs vs. Original Business Case: It is illustrated that 07-09 costs were lower then the projected budget, but they were higher for 05-07. New services were added to the data center. These are the strategies we are working on over the next biennium. We are working on priorities and keeping the lights on. If there are any questions please contact John Koreski or Julie Bozzi.

PC Power Management – Nick Betsacon

Due to time constraints this topic will be presented at the October 13, 2009 CIO Council meeting.

Bob adjourned the meeting at 4:00 p.m.

Next meeting:

October 13, 2009

2:00 – 4:00 p.m.

Forestry Department

2600 State Street

Tillamook Conference Room