State of Oregon
Employment Department

Modernization
Program

Meeting:	Modernization Oversight Forum				
Date/time:	April 26, 2021 | 1:00 – 2:30 PM				
Attendees:	P (Present) A (Absent)				
Forum Members		**Guests**			
A	Senator Chuck Riley	P	Renee Royston	P	Alex Kasner
P	Senator Tim Knopp	P	David Gerstenfeld	P	Jayne Martin
P	Representative Paul Holvey	P	Bill Truex	P	Lynn Kneeland
P	Representative Nancy Nathanson	P	Lindsi Leahy	P	Justin Freeman
P	Terrance Woods	P	Gerhard Taeubel	P	Robert Unger
P	Sean McSpaden	P	Jeannine Beatrice		

AGENDA

	Topic	Time	Presenter
1.	Welcome	1:00	Sean McSpaden
2.	Introduction of members	1:05	All
3.	Forum purpose • David Gerstenfeld introduced the purpose of the forum and gave a brief introduction of the agency mission and vision, Modernization Program guiding principles and high level timeline.	1:15	David Gerstenfeld
4.	Charter review, validation, and finalization • Sean McSpaden reviewed draft charter with forum. Noted need to update embedded link to forum materials. • Members approved charter. Discussion: Rep. Nathanson commented that she is excited to have the opportunity to participate in these conversations, and in OED's engagement.	1:25	Sean McSpaden
5.	Project update • Renee Royston provided a project update, including overview of scope, schedule and budget. • Program team has submitted Stage Gate 3 required documents and is awaiting final approval to sign a contract with FAST. • Anticipate project kick off in July 2021. Discussion: Rep. Nathanson acknowledged work being done around data sharing with other agencies and suggested emphasis be placed on documenting those efforts and asking the question of whether there are other helpful data that we are not already sharing/collecting. David Gerstenfeld shared that OED's Research Division is actively engaged in conversations about how we can structure and use data, and how to better use data going forward.	1:45	Renee Royston
6.	iQMS report – CSG • Jayne Martin shared background of CSGs independent quality management work, including reviews, risk assessment, and ongoing status reports. • Jayne Martin shared most current status report for February 2021.	2:00	Jayne Martin
7.	Next Steps	2:15	Sean McSpaden

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- Sean McSpaden led discussion related to meeting logistics and forum members preferences.

Discussion: Next meeting will be in July 2021. Committee will continue virtually for now and forum does not have a platform preference.

Forum members support adding private sector IT professionals to forum. Sean McSpaden and Modernization staff will follow up with legislators regarding suggestions for IT participation. Terrance Woods expressed willingness to assist in making connections.

Rep. Holvey emphasized appreciation of easily accessed forum information and materials going forward.

SUPPORTING MATERIALS

- Modernization Oversight Forum Charter V1.2 DRAFT 2021-04-20
- UI Project Monthly Quality Assurance Status Report February_2021_v1.0

ACTION ITEMS

Action	Assigned	Date Due	Completed
Update embedded link, and route finalized charter for signature. Post to forum webpage. Notify forum members.	Lynn Kneeland	5/10/21	Done
Schedule next task force meeting.	Lynn Kneeland	5/28/21	
Follow up with Rep. Nathanson and Terrance Woods regarding private IT membership identification and invitation.	Sean McSpaden	5/28/21	

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