

## Information Technology Manager's Council (ITMC)

### Minutes

April 4, 2018

8:30 a.m. to 10:30 a.m.

Capitol Building Room 152

#### Members Present:

Tim Bottenfield, DOR	Glynis Gibson, SAO	John Noble, TRS
Mike Bousliman, MDT	Cheryl Grey, DOA	Jessica Plunket, FWP Rennan Rieke, MHS
John Daugherty, COR	Andy Hanks, SITSD	Angie Riley, MPERA – Vice Chair
Kellee English, SOS	Sean Higginbotham, LGIT	Stacy Ripple, STF
Sky Foster, AGR	Butch Huseby, DOJ Larry Krause, COM	Manuel Soto, OPI
Stuart Fuller, DPHHS	Lisa Mader, JUD	Eric Tarr, DLI
Kreh Germaine, DNRC – Chair	Edwina Morrison, OCHE	Matt Van Syckle, SITSD

#### Welcome

- (00:02:22) Recording Announcement, CIO Support Staff
- (00:03:06) Chair Remarks, Kreh Germaine
  - (00:00:06) Introductions
  - (00:04:26) Review and Approve the March 7, 2018 Minutes
    - **(00:04:38) Motion:** John Daugherty made a motion to approve the minutes. Tim Bottenfield seconded the motion. Motion carried.
- (00:04:56) Interim State Chief Information Officer (CIO) Remarks, Matt Van Syckle
  - **(00:15:20) Action Item:** Matt Van Syckle will ensure metrics from ServiceNow are presented to ITMC for review.

#### Business

- (00:20:07) Information Technology Procurement Request (ITPR) Report, Matt Van Syckle
  - December 2017 – February 2018
    - Total Number of ITPR's – 167
    - Denied ITPR's – 3
    - Total Costs – \$21,527,927.57
    - Ongoing Maintenance Cost – \$1,958,580.40
    - ITPR's with \$0.00 Cost – 44
  - **(00:33:00) Action Item:** Matt Van Syckle will determine if the State CIO's decision related to denied ITPR's can be included in the case.
- (00:33:48) Action Item Review, Angie Riley
- (00:34:32) Overdrive, Jessica Edwards
- (00:40:07) Enterprise License Agreements Discussion
  - **(00:50:35) Action Item:** CIO Support Staff will add the Adobe Enterprise Term License Agreement topic to the Enterprise IT Financial Workgroup (EITFW) agenda for the April 6, 2018 meeting.
  - **(01:03:05) Action Item:** Agencies will email Bradley Runnion [BRunnion@mt.gov](mailto:BRunnion@mt.gov) their proposed final Adobe utilization numbers by close of business tomorrow for discussion during the EITFW meeting on April 6, 2018. If SITSD does not receive updated information from agencies, they will input current agency utilization for the budgetary quote.

#### Standing Reports

- (01:07:32) eGov, Sky Schaefer
- (01:08:20) Enterprise Content Management (ECM) Workgroup, Judy Kelly
- (01:09:54) Enterprise IT Financial Workgroup (EITFW), Mike Bousliman
- (01:13:40) Legacy Systems / End of Life Planning, Stuart Fuller – No update
- (01:14:02) Montana Information Security Advisory Council (MT-ISAC), Joe Frohlich
  - **(01:14:46) Action Item:** Open a case with the Service Desk [ServiceDesk@mt.gov](mailto:ServiceDesk@mt.gov) if you are interested in

participating in the Disaster Recovery drill occurring next week.

- **(01:21:20) Action Item:** Email Joe [JFrohlich@mt.gov](mailto:JFrohlich@mt.gov) if you would like to participate in the workgroup for end user security training.
- (01:25:00) State of Montana Project Management Advisory (SMPMAW), Bill Jarocki – No update
- (01:25:18) Windows 10 Workgroup, Irv Vavruska – No update

#### Discussion

- (01:25:22) Member Forum
  - (01:25:32) Two Factor Authentication
    - **(01:28:00) Action Item:** CIO Support Staff will schedule a CIO Roundtable meeting next week to discuss pending deadlines and security concerns.
  - (01:29:08) Information Technology Project Management and Reporting Policy
    - **(01:30:30) Action Item:** CIO Support Staff will schedule a State of Montana Project Management Advisory Workgroup meeting to discuss the changes to the policy.
- (01:32:20) Public Comment
- (01:31:18) Future Agenda Topics
  - (00:39:46) Google Imagery, Erin Fashoway

#### Adjournment (01:34:15)

- Next Meeting  
May 2, 2018  
8:30 a.m. to 10:30 a.m.  
Capitol Building Room 152