



**ITMC Council Business Meeting
January 7, 2015
8:30 am – 10:30 am
Metcalf Building, room 111**

Meeting Chairperson

Larry Krause, Department of Commerce

Attendees

Ron Baldwin	Chief Information Officer, SITSD
Tim Bottenfield	Department of Revenue
Mike Bousliman	Department of Transportation
Joe Chapman	Department of Justice
Dan Chelini	Department of Environmental Quality
Sky Foster	Department of Agriculture
Kreh Germaine	Department of Natural Resources & Conservation
Chris Gleason	Department of Public Health & Human Services
Evan Hammer	Montana State Library
Tammy LaVigne	State Information Technology Services Division
Tammy Peterson	Montana Supreme Court
Kim Moog	Department of Labor & Industry
Carol Schopfer	State Information Technology Services Division
Jim Gietzen	Office of Public Instruction
John Daugherty	Department of Corrections
Rick Bush	Department of Administration
Lisa Mader	Department of Judicial
Rick Bush	Teacher's Retirement

Guests

Jody Troupe, Mary Gilbert, Matt Pugh, Mathew Hosking, Sean Rivera, Tyler Weingartner, Andy Metroka, Christie McDowell, Syed Admed, Arnie Valenzuela, K Farley, Jeff Hill, Bret Collard, David Bancroft, Don Taylor

Real Time Communication (online)

Kyle Belcher, Peder Cannon, Maris Cundith, David Swenson, Michael Jares, Joe Fahlich, Dave Johnson, Dale Gow, Anne Kane, Judy Kelly, Jerry Marks, Wes Old Coyote, Jessica Plunkett, Angela Riley, Jerry Steinmetz, Sue Leferink, David Swenson, Dawn Temple, Irv Vavruska, Joe Chapman, Evan Hammer, Jerry Kozak, Jack Marks, Ed Glenn, Teresa Enger, Chris Kuntz

SITSD Attendees

Matt Hosking, Kris Harrison, Sean Rivera, Tom Murphy, Brett Boutin, Doug Volesky, Kyle Hilmer, Penne Cross, Audrey Hinman, Lynne Pizzini, Warren Dupuis, Lesli Brassfield, Carol Schopfer

I. Welcome and Introductions – Larry Krause, Chair

December minutes approved.

II. State CIO Update – Ron Baldwin

Ron gave an overview of the IT Conference panel session regarding the Lessons Learned on States Consolidation.

Inquiry (Tim Bottenfield)

How and why we chose the States that attended the IT Conference session.

Response (Penne Cross)

States chosen randomly and extensive research performed.

Comments:

Joe Chapman talked with customers and reported that consolidation of IT staff is not working well. Agencies have to get in line for services regardless of priority. IT is losing business knowledge.

Ron Baldwin acknowledged it is a challenge and recognizes that specific knowledgeable domain expert IT staff serves agencies and programs.

Judy Kelly emphasized that documenting the process and effective cross training are essential in providing excellent customer service.

Kreh Germaine would like to address the concerns that impact quality of service due to staff transitioning and losing talented employees at the next CIO Table Top.

Ron Baldwin shared the report to the Governor regarding the Consolidation Plan. The Governors focus is in IT Enterprise Infrastructure and how we share it.

Tammy LaVigne suggested a CIO roundtable for Q&A on SITSD services be scheduled the second or third week in January.

IT Enterprise Funding Workgroup: *Tammy LaVigne*

Nothing to report since last meeting took place. Proposed the group meet after the Legislative Session unless a need arises.

III. LFD SITSD Budget Analysis - Doug Volesky

Reported that overall our Budget Analysis was pretty good. Have a few issues to address such as increase in budget and Network growth.

Some LFD suggestions to reduce cost:

- Eliminate some services
- Postponing computer replacements
- Changes to software Licenses Agreements
- Changing to less expensive technology
- Reduce the working capital balance contribution included in rates

The Fixed Cost Table for FY 16-17 is not the correct one. LFD is working on correcting.

Requesting 60 days of working capital.

IV. 2015 Information Technology Legislation – Tammy LaVigne

Tammy distributed a handout listing IT related Bills. There is an ITMC Share Point site for agency comments.

HB 123: Three sections that will impact SITSD. Security, record disposal and retention, and Section 14- requirement to set standards.

- LC 0519: MITA, Revise IT laws.
- LC686 Revise security standards for maintaining data.
- LC1850Broadband study.
- LC1273 Eliminate the e-Gov committee and transfer to IT board.
- LC1592 Provide infrastructure funding.
- LC1882 Revise IT laws.
- LC2017 Revise IT laws.

Please email Tammy with any comments for information you may have and she will get them posted.

Question asked about LC0070 Online privacy bill that Ryce Bennett presented.

➔ **Follow-up** Tammy will research and get it on the list.

V. NTSB Organizational Changes – Kris Harrison

Kris explained the why's for the org change and the benefits for efficiency.

The new structure is designed to more evenly distribute workload, foster collaboration and increase accountability. The additional two sections in the bureau will reduce the large number of staff reporting to two existing supervisors, resulting in increased lines of communication, better distribution of workload and improved customer service. The new structure will also foster creativity and collaboration between existing “technology silos” in the bureau. This structure also merges operational security staff that formerly reported to the ISSO with NTSB staff that specialize in network and security infrastructure, which will increase efficiencies in addressing incidents and issues.

Here is a detailed outline of the four sections:

- Solutions Architect / Engineering Section**– This section will be responsible for the strategic planning and alignment of all networking technologies (Voice, Video and Data) for the state enterprise IT services.
- Service Delivery**– This section’s main responsibilities will be the configuration and installation of network devices on the state’s enterprise network.
- Technology Availability Management**– This section will provide operational support for NTSB provided Service to address incidents and dispatch for problem resolution
- Business Support / Administration**– This section will be accountable for ensuring that all NTSB billable services are completed and accurate on a monthly basis.

VI. Recruitment and Retention Phase 1 - Tim Bottenfield

We have created a work group for informational sharing, learning from each other. Last meeting Transportation and Cheryl Grey “State Financial Services” came in and shared their career ladder structure. A lot of great information.

Next Meeting: Jan 15, 2015. 10:30 am. Agenda items will be sent from Labor and Industry.

VII. ITMC Security Task Force Update – Lynne Pizzini.

Meet with the Governors Chief of Staff and discussed the Enterprise Security Program. They are reviewing the information and will get back to us whether or not the Governors going to issue an executive order for the advisory council.

In the process of hiring someone to be in charge of the Enterprise Security Program.

VIII. Agency IT Inventory Background Information - Larry Krause

Discussed why some agencies weren't fully utilizing the SMDC. Asking agencies to prepare their own stories on why they're not. A template document will be sent out to those agencies to gather information for review.

IX. Future Agenda Items:

- Ron Baldwin would like Matthew Hosking give an update on the Enterprise Content Management Pilot.
- Jerry Marks to send agencies notifications on Policy Planning meeting information and status on the Mobile Device Management project. Agencies interested in participating are to contact Jerry. jmarks@mt.gov

X. Member Forum: None

XI. Public Comment: None

Adjournment: 9:51 a.m.

Next Meeting:

Date: February 4, 2014

Time: 8:30 a.m. -10:30 a.m.

Location: Metcalf Building, room 111 (was noted that all meetings February through May will be in the Metcalf Building, room 111)

Minutes Submitted: January 27, 2015 by Luann Metro

