

Information Technology Manager's Council Meeting

November 4, 2015 Meeting Minutes

8:30 am – 10:30 am

State Capitol, room 152

<i>Attendees</i>	
<i>Meeting Chairperson: Tim Bottenfield</i>	
Mike Bousliman	MDT
Rick Bush	TRS
Joe Chapman	DOJ
Sky Foster	AGR
Jim Gietzen	OPI
Cheryl Grey	DOA/SABHRS
Evan Hammer	State Library
☪ Jerry Kozak	Crime Control
Larry Krause	DOC
☪ Edwina Morrison	OCHE
☪ Stacy Ripple	State Fund
☪ Dustin Temple	FWP
Mark Van Alstyne	SOS
<i>Meeting Minutes Recorded by: Hannah Subry</i>	

Meeting Guests

Lynne Pizzini, SITSD; Tom Murphy, SITSD; Joe Frohlich, SITSD; Kris Harrison, SITSD; Jerry Marks, SITSD; Christie McDowell, DOR; Greg Snortland, MI; Veronica Launka, Northrop Grumman; Dave Carlson, SITSD; Linda Kirkland, SITSD; Audrey Hinman, SITSD; Randy Haefka, SITSD; Jody Troupe, SITSD; Ray Carlson, SITSD; Barry Wall, SITSD; Ryan Thurston, VM Ware; Bryan Shaw, DELL; Tyler Weingartner, SITSD; Jeremy Stoshick, SITSD; Pete Wiseman, SITSD; Mike Allen, LEG; Dan Forbes, DPHHS; Justin Porter, ITC; Judy Kelly, DLI; Barney Benkelman, IKUW Solutions; Cheryl Pesta, SITSD; Andrea Keno, SHI; Ryan Core, ADOBE; Amber Conger, SITSD; Matt Van Syckle, SITSD

☪ **Real-time Communication**

Jenifer Alger, Lisa Vasa, Math Pugh, Manuel Soto, Penne Cross, Erika Billiet, Zach Day, Dave Johnson, Mike Jares, Jack Marks, Chris Gleason, Sue Lefernik, Kyle Belcher, Anne Kane, Chris Kuntz, Dan Mossman, Jerry Steinmetz, Michael Sweeney, Dawn Temple

Welcome and Introductions

Tim Bottenfield welcomed the council to the November 4, 2015 meeting.

Approval of October Minutes

The October Meeting Minutes were approved and accepted as written.

State CIO Update, Lynne Pizzini

Ron Baldwin is scheduled to present the State of Montana's [Cyber Security Program](#) due to House Joint Resolution 21 to Privacy Resolution Committee on November 17, 2015.

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Transparency requirements from the USPirg Organization will be completed by end of year and ready for review in January.

The Five Year IT Infrastructure Plan will be discussed at the upcoming IT Conference.

Governor Steve Bullock signed an Executive Order to continue the 911 Advisory Council, the meeting will be starting in the near future.

Mobile Device Policy, Lynne Pizzini

SITSD developed the MDM Pilot policy to present to the ITMC council. The policy and new user agreement template are posted on the [ITMC website](#).

Group Action: Please look at the MDM Pilot policy and agreement and provide comments at next meeting on December 2, 2015.

Action: Add the MDM Policy onto the December Agenda. Please send any comments to Jerry Marks jmarks@mt.gov.

MT-ISAC Update, Joe Frohlich

The MT-ISAC council met and reviewed the Information Security Policy. This is the One Enterprise security policy and is posted on MOM.mt.gov. The DOA Security Policy was reviewed and approved to use as a template.

Action: Please bring any questions to MT-ISAC and the Enterprise Security Program.

The council voted to rescind 28 policies, which were consolidated into Appendix A and are available on the [MT-ISAC website](#). The council created two new work groups (1) the Best Practices work group and (2) the Assessment group both chaired by Lynne Pizzini. The Assessment work group is going to determine how agencies will comply. The Situational work group's next meeting will be December 16, 2015.

Action: Any questions about work groups, please contact Joe Frohlich at (406) 444-3119 or JFrohlich@mt.gov.

Governor Steve Bullock personally thanked the council members and the security representatives for their work and involvement.

Action: To all agencies that are frustrated with the compliance issues please come to the MT-ISAC meetings.

Legislative Services (Leg.) SSR Project, Dale Matheson

The SSR Project's main goal is moving the current Montana Code Annotated off the mainframe and to a better technology. Legislative Services is making changes to the current law database. Legislative Services request agencies to not use Web querying, and to come to Legislative Services to get data. The annotations will be processed through the new system and will include folios and search tools.

ESRI, Evan Hammer

The Enterprise GIS server has been shut down and moved to [ESRI](#). There will be help for the agencies in the coming weeks for the updated process.

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Websense Exception Requests Process Update, Jeremy Stoshick

The goal for Websense is to automate and improve the work flow around the filtering exception requests for SummitNet users. SITSD is looking at the requests that require designated authority or security context.

All agencies will be receiving reaffirmation letters to confirm all contacts.

Websense exception requests are a concern with the counties. The service agreements are being finalized and will allow counties to own their administration.

Please contact the Customer Relation Managers with any feedback:

Penne Cross (406) 444-0707

Tom Murphy (406) 444-1958

Cheryl Pesta (406) 444-0252

Jeremy Stoshick (406) 444-2655

Tyler Weingartner (406) 444-2560

IT Excellence Awards, Pete Wiseman

The IT Conference presents awards to projects that deserve recognition from past year. Currently there are only two nominations. All nominations need to be in by November 10, 2015.

Action: If you have any questions or did not receive the nomination form, please contact Pete Wiseman at (406) 444-9665 or PWiseman@mt.gov.

Action: Pete Wiseman will post the previous year's winners to the ITMC Website.

IT Conference

Preconference training will be Monday, November 9, 2015 and will include Trust Wave, Microsoft, and Adobe. Session details are on the [IT Conference website](#). Amber Conger is working on an application for the conference.

New Service Offering- SPLUNK, Kris Harrison

SPLUNK was approved as a new service catalog item. SITSD is making it available to the agencies. Features that are included are event correlation, data retention, archiving features, and auto functionality for agencies to meet federal and state requirements. Each agency will have its own singular portal with role based access.

A demo of SPLUNK will be held at the IT Conference on December 9, 2015. A booth will be available during the entire IT Conference.

SITSD is working on a migration path to the enterprise licensing for agencies that already have SPLUNK.

Cost:

Virtual Server fees per month \$1,435.98

Live Storage Memory per 1GB per month \$0.354

Archive Storage memory per 1GB per month \$0.082

SPLUNK annual maintenance and licensing will vary per GB

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Living Disaster Recovery Planning System (LDRPS) Update & Notifind Overview, Dawn Pizzini

There are 11,000 plans in the system for state agencies, and agencies are in a varied state. The continuity planning has two phases:

Phase I. Business impact analysis, which defines what to do, under what legal authority, and how critical it is to the state.

Phase II. Business process analysis, which defines what the dependencies and what needs to be available to perform these business processes. This includes staff, facilities, IT systems, records, equipment, and supplies.

The employee and work information is loaded from SABHRS/HR every pay period. The system contains data that can be extracted in a variety of ways. A catalog is in development.

Notifind is an emergency notification system for the state and can do 100,000 notifications an hour based on predefined participants. Communication can be sent to a communication mechanism including email, land lines, mobile phones, text messages, and faxes. The system identifies who to communicate with and what that message is. At the end of those communications, it reports all of the attempted recipients, the communication type, what it communicated with, and whether or not it was successful.

Emergency notifications can be generated by a location using a GIS map approach or by a common address with push notification.

SunGuard is in the process of updating LDRPS and Notifind. The upgrade is a new web and cloud based application with the same dictionary and database. LDRPS was posted in-house and then migrated to SunGuard for disaster recovery purposes. The upgrade plan for the migration should be done in the next calendar year and training will be available thereafter.

5 Year IT Infrastructure Plan, Lynne Pizzini

SITSD is working on getting ITMC a draft of the Five Year IT Infrastructure plan.

A presentation of the plan will be available at the IT Conference. This plan will be ever changing due to IT constantly evolving.

This plan is based on a strategic road map approach. It takes business, IT strategy, user expectation, and technology trends and combines them all into a future state for the State of Montana from an infrastructure view.

The 5 areas of focus in the IT Infrastructure Plan are:

1. Utilization of the data centers.
2. Cloud environment, both internal and external.
3. Security surrounding the infrastructure of the data centers and the cloud environment.
4. The Network, both internal and external
5. Mobility

Work Group Reports

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eGov Procurement Group, Mike Bousliman

The eGov Procurement group is working towards a good scope. Over the next couple months it will be discussed on what approach to take with the future of the eGov Services. The work group is reviewing current documentation and researching what other states are doing. No decisions have been made.

PPM Tool- Stuart Fuller

Tabled.

Member Comment:

Rick Bush is retiring in December and thanked the council for many years of great work.

2013 Outlook Exchanges problems are being worked on. Cases are open with vendors that are within scope. SITSD has applied all the recommendations from Microsoft. Notifications on process will be sent out by the service desk.

Public Comment: None

Next Meeting Information:

Date: December 2, 2015

Time: 8:30 am – 10:30 am

Location: State Capitol, room 152

Meeting Adjourned

This meeting was adjourned at 10:04 am.

Summary of Action Items

Group Action: Please look at the MDM policy and agreement and provide comments at next meeting on December 2, 2015.

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