

**Enterprise IT Financial Workgroup (EITFW)**  
**Agenda**  
**February 8, 2024**  
**1:00 p.m. to 2:00 p.m.**  
**Mitchell Room 7 and Zoom Meeting**

**Welcome**

- Recording Announcement, CIO Support Staff
- Chair Remarks, April Grady
  - Review and Approve January 11, 2024 minutes

**Business**

- CILO, Michele Snowberger
- FileNet, Michele Snowberger
- Travel Approval Process, Kevin Gilbertson
- FY26/27 Budgeting, Kari Hahn
- Desktop Purchases, Brad Runnion
- Proven Optics Engagement, April Grady
- ITAM Community of Practice, Andrea Gordon
- Enterprise initiatives - Grammarly
- HB10 Requests, April Grady
- EITFW Meeting Strategy, April Grady

**Standing Reports**

- State IT ESRI Contract, Erin Fashoway
- DocuSign, Brad Runnion

**Discussion**

- Member Forum
- Public Comment
- Future Agenda Topics

**Adjournment**

- Next Meeting  
March 14, 2024  
1:00 p.m. to 2:00 p.m.  
Mitchell Room 7 and Zoom

The Department of Administration will make reasonable accommodations for persons with disabilities who wish to participate in public meetings. Contact CIO Support Staff five business days prior to the meeting if you require accommodations. Reach CIO Support Staff at (406) 444.2700, [CIOsupportStaff@mt.gov](mailto:CIOsupportStaff@mt.gov), or fax (406) 444.2701.

Meeting information is located at <http://sitsd.mt.gov/Governance/Boards-Councils/EITFW>.

This meeting will follow open meeting rules, MCA 2-3-203.

Revised February 12, 2019