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Information Technology Manager's Council (ITMC)
Minutes
Aug 1, 2018
8:30 a.m. to 10:30 a.m.
Capitol Building Room 137

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Members Present:

Kyle Belcher, OPD
Tim Bottenfield, CIO
Sky Foster, AGR
Mike Bousliman, MDT
Christie Breland, DOR
John Daugherty, COR
Stephen Forrest, DEQ
John Nobel, TRS

Casey Balcerzak, DNRC
Larry Krause, COM
Lisa Mader, JUD
Edwina Morrison, OCHE
Kellee English, SOS
Dale Gow, LEG
Manuel Soto, DOR-Vice Chair

Jessica Plunkett, FWP
Rennan Rieke, MHS
Angie Riley, MPERA-Chair
Stacy Ripple, STF
Butch Huseby, DOJ
Kim Warren, DLI
Sky Foster, AGR

Welcome

- (00:00:25) Recording Announcement, Christie Magill
- (00:00:58) Chair Remarks, Angie Riley
    - o (00:002:30) Introduction, Christie Magill
    - o (00:04:46) Review and Approve the June 6, 2018, 2018 Minutes
        - **(00:05:05) Motion:** John Daugherty made a motion to approve the minutes. Manuel Soto seconded the motion. Motion carried.
- (00:05:22) State Chief Information Officer (CIO) Remarks, Tim Bottenfield
    - o **(00:10:50) Action Item:** Tim Bottenfield proposed to the council for him to move away from any technical reporting. He requested that the council consider the CTO, CISO, and CFO give standing reports in the Business section. Discussion on this will occur at next ITMC prep meeting.

Business

- (00:16:09) Action Item Review, Manual Soto - No Report
- (00:16:21) Review and approve Operating Procedure, Angie Riley
    - o **(00:19:00) Motion:** John Daugherty made a motion to approve. Manuel Soto seconded the motion. Motion carried.
- (00:19:25) Project Portfolio Management Discussion, Matt Van Syckle
- (00:35:06) Managed Print Program, Ryan Bahnmiller and Ryan Betcher
- o (00:48:00) Workgroup Discussion, Tim Bottenfield
    - o **(00:48:50) Action Item:** Christie Magill will email workgroups and work on collecting information for template pages on SITSD.mt.gov.

Standing Reports

- o (00:55:21) Chief Technology Officer (CTO), Matt Van Syckle
- o (01:03:25) Enterprise Content Management (ECM) Workgroup, Elle Arredondo
- o (01:17:17) Enterprise IT Financial Workgroup (EITFW), Mike Bousliman
- o (01:27:16) Montana Information Security Advisory Council (MT-ISAC), Joe Frohlich
    - o **(01:38:58) Action Item:** Joe Frohlich will give a presentation on the security document review and distribution process.
- o (01:42:00) State of Montana Project Management Advisory Workgroup (SMPMAW), Bill Jarocki – No report
- o (01:42:00) Windows 10 Workgroup, Irv Vavruska – No report
- o (01:42:10) eGov Workgroup, Sky Schaefer

Discussion
- (01:43:10) Member Forum
- (01:43:20) Public Comment
- (01:46:14) Future Agenda Topics
  - (01:13:02) ECM Workgroup review
  - (01:13:17) ECM Workgroup agency use presentation, Elle Arredondo
  - (01:38:58) Security document review and distribution process, Joe Frohlich

Adjournment (01:46:34)
- Next Meeting
  September 5, 2018
  8:30 a.m. to 10:30 a.m.
  Capitol Building Room 152

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Meeting information is located at http://sitsd.mt.gov/Governance/Boards-Councils/IT-Managers-Council.
This meeting will follow open meeting rules MCA 2-3-203.

Revised September 5, 2018