

STATE OF MISSOURI



Information Technology Advisory Board

August 26, 2009 ITAB Meeting Minutes

Attendees:

Doug Young, ITAB Chair, MDC

Bill Bryan, CIO

Adams, Steve ITSD-DSS
Atchison, BJ ITSD-DED
Beckwith, Rich House
Branson, Jim ITSD-OA
Buechter, Augie ITSD-DSS
Bullock, Joshua ITSD-OA
Burris, Kathy ITSD-DOC
Byers, Chip MOREnet
Carter, Howard ITSD-OA
Dwyer, Tim ITSD-DIFP

Eggen, Gary OA-DPMM
Falter, Jeff ITSD-DOR
Finke, Dennis MODOT
Fischer, Chris ITSD-SEMA/DPS
Gronauer, Cliff MSHP
Haithcoat, Tim ITSD-OA
Holmes, Arlan ITSD-OA
Jobe, Elena ITSD-DNR
Kelso, Craig SOS
Miller, Christina SOS

Monda, Paul ITSD-DHSS
Pahl, Eric ITSD-MDA
Reed, Phil ITSD-DOR
Renick, Cindy SAO
Rowe-Pearson, Virginia ITSD-DMH
Volkart, Jason ITSD-DOL/DED
Wieberg, Pete ITSD-OA
Willingham, Mary Public Defender
Wright, Paul ITSD-DESE/DHE

Doug Young called the meeting to order at 8:34 a.m.

ACTION ITEMS

1. ITAB July 2009 meeting minutes were presented for approval. Motion made by Steve Adams to approve and seconded by Paul Monda. The minutes were approved.

GENERAL BUSINESS

1. ITAB Chair Items (Doug Young, MDC)

- A meeting with the Secretary of State's Office on Records Retention has been set for next week
- Have not met with the group set up to discuss Facilities Management yet

2. CIO Discussion (Bill Bryan)

- August 27 is National IT Power Down Day; government agencies around the country will recognize the need to conserve energy in IT by powering down equipment at the end of the day as opposed to logging off; the CIO encouraged everyone to spread the word & share it with the folks you support
- Starting a pilot project called Consolidation 2.0; the pilot will take place at the Department of Labor on October 1 and run through this December; the objective is two-fold: to better align the application development function with each Agency's mission and to functionally integrate the IT services that we provide; we will be more vertically integrated on a functional basis instead of on an Agency basis as we move forward; the IT Directors will report to the Agency Directors and all of the application development resources at that Agency, that are specific to that Agency's mission, will report to the IT Director & ultimately, to the Agency Director; all of the other IT resources will report vertically to the CIO through the normal chain of command; this is consistent with the utility approach that has guided the consolidation to this point; this is simply an extension of that original approach; this will break down some of the walls and provide us some efficiencies; will be meeting with each of the groups at the various agencies to gather input and see what they think the issues are and to make sure we have a solution for all of them by December 1; we wouldn't be undergoing this pilot if the CIO didn't have the confidence that this was the right direction to go; for the long term, the funding is yet to be worked out; Arlan is

working on that right now with Budget & Planning; probably be some sort of charge back model or revolving fund set up; Security will primarily be on the ITSD side of the organization; front end web development will be on the ITSD side; the Enterprise Applications such as ERP, e-mail, and perhaps some agency applications that are so important to the organization that a decision is made that they have to be maintained in ITSD; those applications will be deemed as enterprise applications and will remain on the ITSD side of the operation; Divisions are to consolidate End User support work in a unified fashion at Tier I & Tier II levels; Network, Telecom, & Data Center will all be on the ITSD side; the CIO would be interested in hearing from anyone as we move forward

- Awaiting approval from Washington, DC on MO Broadband Now; we have very competitive applications and we expect the applications to be returned to the state sometime between September 14 and October 20; the Governor will then have 20 days to prioritize all the applications in Missouri; after that, we expect the due diligence decisions to be made about which applications advance to the more detailed review; the grant announcements will be made in December; there will be a second & third round of funding; we expect a request for information to be published in late fall or early winter to get comments about what changes need to be made to the program for rounds two & three; the program is both a middle mile and a last mile program; with the middle mile component, the state has partnered with Show Me Power to develop a 2500 mile open access fiber backbone in which the state will receive services and dark fiber on that network; has been a good partnership with MOREnet & most of the agencies have contributed; the Governor and the CIO both appreciate everyone's effort to get the competitive application in Washington

The CIO doesn't know how many applications were submitted from Missouri, but there were so many applications received that the portal to receive the applications crashed; there was an additional week extension to the filing deadline for applications; it will be a competitive environment; our grant application with Show Me Power is \$142 million

REPORTS

1. Architecture Review Committee (Ron Thomas)

- Doug Young reported work is ongoing with the committee reorganizing and trying to make the domains much smaller with a core group

2. Digital Media Developers Committee (Josh Bullock)

- Mo.gov domain site has been rolled out; working on templates; hope to get the templates out to the agencies soon; Dept. of Ag. is already using a template based on the Transform.mo.gov domain; moving forward to get the template information out to the developers
- Tim Robyn is working with the OA website to provide some relief for some of the state employee functions that may have gotten sidelined a little bit with the Mo.gov presence
- The DMD committee will not be meeting in September

3. MOTEC Update (Jeff Falter)

- Reports on usage were posted; August was a little low with only 48%; looks like September and October are picking up

4. Personnel Committee (Phil Reed)

- Committee is now meeting twice a week
- Wrapping up the CIT III and the Specialist I & II class specifications
- PDFs for the Specialist I, II, III positions and the PDFs for the Sup I & II positions are due to Gina Martin by September 8

5. Project Management Standing Committee (Paul Monda)

- Did not meet in August; no report

6. Security Committee (Chris Fischer)

- Created a sub-committee to work on a Patch Management Policy; approved the generic policy piece; now working on the Patch Management process
- The Security Awareness Policy has been given to Chris Wilkerson

7. User Group Coordination (Jeff Falter)

- Reviewing & updating the website with committee chairs & meeting dates/times; annual reports should be posted by the September ITAB meeting
- The Websphere Users Group has been inactive for a couple years; if anyone has websphere programmers and are interested in the group starting to meet again, send a list of individuals to Jeff and he'll get the user group going again

Currently, there are two dormant groups – WinDev Users Group and the Websphere Users Group

8. Internet/MOREnet Update (Chip Byers)

- The standard reports were posted
- Since the state's bandwidth was increased at the end of July, Chip is excited & amazed to see actual peaks in the middle of the day rather than a plateau
- There was an internet outage in Columbia last Friday; still operating in a manual/failover mode
- Will be meeting with Pete today to discuss the connection with the MODOT fiber into the carrier hotel

The CIO asked how many visitors there were during the late Governor Hearn's memorial service; we partnered with the media on this effort & kept the cameras to a minimum in the Capitol to avoid disruption during the memorial service; we provided the direct feed to the media for their use and was curious how that went

Chip reported there were 685 visitors; 67 gig going out from the stream

9. ITSD

a. Infrastructure (Chris Wilkerson)

- Data Center (Howard Carter) –
 - Microsoft is doing an assessment; hope to have a report on that for the next ITAB meeting
- Network (Pete Wieberg) –
 - Couple slots still open for the Unified Communications demo this afternoon
 - Working with Chip on things on the internet and the failover; could be some things that fall down to the customer level
- Cybersecurity (Jim Branson) –
 - The new IPS system has been deployed
 - Cancelled the RFP for the current Smart Filter contract; in the process of renewing the contract for another year
 - The US Dept of Health & Human Services has finally released their breach notification group; we have a MoHIPPA group if the state would have a breach; next meeting of the MoHIPPA group is scheduled for September 16 at Dept of Health at 912 Wildwood Dr.

b. Operations (Steve Siegler)

- No report

c. Web Presence (Tim Robyn)

- Josh Bullock reported Tim is continuing to focus on improving security for public web applications; working with Mike Roling; running nightly scans on applications
- d. Administration (Arlan Holmes)**
- Working on the budget details with implementing the new Consolidation 2.0 project; if anyone has set up or used a charge back model, let Arlan know

Bill Bryan stated that everyone should communicate to their Agency about the change in the way the new decision items will be handled in the budget; Agency Directors will be called in for their meetings with budget & planning soon; make sure the leadership you support is aware of the change in the new decision items for budget planning

10. Statewide Purchasing Update (Gary Eggen)

- PAQ training has been scheduled for Wednesday, September 16 at 8:30 am in Rm 500 in the Truman Building; will send an email announcement; space is limited to 50 participants; contact Michelle Hallford to make reservations; if there is a need for additional training because of the limited space, it will be scheduled a month later

MSHP has just completed the award of their last big RFP that has been going on for the last couple years; it was an incredibly complicated RFP; Cliff Gronauer wanted to thank Gary and his staff for all their help

11. MO GIS Advisory Council/GIO Update (Tim Haithcoat)

- Participated in the MO Broadband Now submission; going to be a lot of mapping of broadband; working with a private sector firm out of St. Louis doing some things in terms of mapping out coverage areas and identifying gaps; we are needing to assemble a master address file for the state; trying to work with local government & pulling together a point based master address file; this will help with our geo-coding; the master address file piece is starting to get a lot more threads tied into it; OA is wanting to do some things to try to shore up our census count; we are very close to losing a congressional district; also with the Broadband piece, we have to document community anchor points (courts, hospitals, law enforcement, public health offices, etc.) verifying locations and what kind of broadband access they have
- Continuing to work with the 911 folks; working on issues to do a call out for the e-911 community
- Working on parcel databases and right of ways across the state
- The statewide Image server at the State Data Center is up and working well
- Completing the review of the final PAQ on the 2009 flights that were flown; should have all the data on board by the end of October

OPEN DISCUSSION

- Doug Young stated that MDC has a pilot program underway for the new Conservation Agents set to graduate next week; traditionally, in the past, since they are home-based employees, we pay for their home phone, DSL service, and we give them a cell phone; this new group of agents will be given a cellular device that will be their connectivity back to the world; we are going to publish that as their contact number, they are going to use that device to tether their PC to get back to the Internet, and they will now have e-mail on their hip that they've never had before; Sprint is going to give us the best price and opportunity; we are actually going to be saving money over the set up we've had in the past; more on that as we move to this hyper-connected world and how it really works out at the forks of the road

Another project MDC has kicked off that we find exciting is our Unified Communications; we are now taking that to the next step by tying in our radio network back to our telephones; staff are going to be able to sit at their desk, pick up their phone and actually key up a tower on the

radio system to have a conversation; they will also be able to do it from their PC; folks won't need to be in the state of Missouri to access our radio network and talk on it

- Chris Fischer wanted to mention that they are seeing substantial cost savings with the Sprint air cards

INFORMATIONAL ITEMS

- PAQ training is Wednesday, September 16 at 8:30 am in room 500/Truman Building; send reservations to Michelle Hallford
- National Power Down Day is August 27; looking at trying to turn off devices at the close of business on August 27

REVIEW OF ACTION ITEMS

1. Working on updating the ITAB roster on the CIO intranet; if there are any changes, let the ITAB Chair or Sandy Dorge know and we'll be sure and get those incorporated
2. Jeff Falter is going to be looking into revitalizing the Websphere User Group; if anyone has an interest, they should get names to Jeff by September 15
3. The MoHIPPA meeting is September 16 at Dept of Health, 912 Wildwood Dr.

Doug asked for a motion to adjourn. Steve Adams motioned, Paul Monda seconded, it was voted on and the meeting was adjourned.

NEXT MEETING

The next ITAB meeting is scheduled for **Wednesday, September 30, 2009 at 8:30 a.m. at the Kirkpatrick State Information Center, Interpretive Center, 600 West Main Street, Jefferson City, MO.**

DY/sd