



DRAFT

Minutes

Monday, May 2, 2011

Commonwealth Enterprise Solutions Center (CESC)

Multipurpose Rooms 1222-23, 11751 Meadowville Lane, Chester VA 23836

Attendance

Members present

Richard S. Alvarez
John R. Broadway
Secretary James D. Duffey, Chair
Linda D. Foster
Richard D. Holcomb
Karen R. Jackson
Lt. Col. Robert G. Kemmler

Jamie Lewis
Belchior Mira
CIO Sam Nixon, Vice Chair
Cathy Nott
Ernest F. Steidle
Jamie Walton
Dendy Young

Members absent

None

Others present

Dave Burhop, Virginia Department of Motor Vehicles (DMV)
Jane Kusiak, Council on Virginia's Future
Jerry Simonoff, VITA
Marcella Williamson, VITA

Call to Order

Chairman Duffey called the meeting to order at approximately 1:05 p.m. Chairman Duffey asked Ms. Williamson to call the roll. Ms. Williamson confirmed the presence of a quorum. Chairman Duffey noted that draft minutes from the Feb. 7, 2011, meeting were posted online, and members were provided with a link to the minutes. He asked for approval of the minutes. The minutes were approved on a voice vote.

General Assembly Actions Impacting Information Technology (IT)

Chairman Duffey asked CIO Nixon to discuss legislation passed in the 2011 session of the General Assembly that impacts IT. CIO Nixon discussed the risk complexity model to right size oversight of IT projects, application framework updates, strengthening e-notary legislation and IT funding. Also, he noted, that the Comprehensive Information Technology Assessment (CITA) deadline was pushed forward from July 1 to Sept. 1. CITA requires agencies to look for potential cost savings in IT, including an audit of state wireless phone spending.

Overview of Activities since the Last Meeting

Mr. Simonoff has worked with the Council on Virginia's Future (CoVF) since the last meeting and talked individually to ITAC members. He said he concluded that because of pending action of the council, ITAC is not yet ready to select specific actions to consider, but wanted to provide members with updates to pending actions for the next meeting in August.

Next Steps in Strategic Planning

Ms. Kusiak provided a brief overview of the CoVF's purpose and the membership, Virginia Performs architecture, evolution of the council system, and the start of a draft of strategic priorities. She agreed with Mr. Simonoff that there is potential for blending actions of the CoVF with the ITAC goal of developing an IT business plan. Ms. Kusiak said the Governor's Office and Cabinet are in the process of developing priorities that transcend agencies. That work was kicked off in a Cabinet meeting last week. She said that two items related to IT surfaced: the need to capture large IT plans that fall into a priority list and the IT support needed to support those priorities.

Ms. Jackson arrived at 1:18 p.m.

Governing Enterprise/Collaborative Applications

Mr. Simonoff presented the key stages or roles of governance: chartering the service, setting/maintaining the business rules and applications change control. He said the desirable attributes are that governance is expeditious, familiar, flexible, expandable and sustainable, or "just enough governance, just in time."

Commonwealth Authentication Services

Mr. Burhop, DMV, presented what he said is an "exciting" applications project. He said there currently is no fully automated Commonwealth-level communications between agencies for authenticating a citizen's identity. He said there are duplicate processes at multiple agencies. He said DMV has partnered with the Secretary of Health and Human Resources (the Department of Social Services and Department of Medical Assistance Services) and the Virginia Information Technologies Agency (VITA), pending federal funding, to establish a system to authenticate a citizen's

identity across agencies. Mr. Burhop described the process workflow, pertinent standards, technologies, funding, etc.

Trends in State Government IT

Mr. Simonoff asked for a smaller work group to meet prior to the August ITAC meeting to help prepare for developing the IT business plan. Ms. Foster, Mr. Holcomb, Mr. Mira, Ms. Nott and Mr. Steidle volunteered to serve on the work group.

Mr. Simonoff asked Mr. Steidle to share information about cross-agency IT agreements. Mr. Steidle said the effort began with asking agencies in the Health and Human Resources Secretariat what they needed in the way of IT where economies of scale could be provided. Human resources, fiscal services, IT, policy and internal audit were identified and a menu of services offered. He said a case management system that spans four agencies was developed. It provides for following people with disabilities to training and finding employment. Appropriate follow up and determining the need for local services is included. Mr. Simonoff asked others to share any similar arrangements with him.

Mr. Simonoff also noted that Virginia Department of Human Resources Director Sara Wilson has a presentation on trends on state employees' service that may be of interest to ITAC members. Members asked that Mr. Simonoff contact Ms. Wilson to see if she can present to ITAC at the August meeting. Another potential presentation is one that was made recently to the Virginia Executive Institute Alumni Association on the legal implications of social networking in government. Members also asked for a follow-up presentation on the authentication project.

New Business

Ms. Jackson nominated Dr. Sallie S. Cook to serve on the Health Information Technology Standards Advisory Committee (HITSAC). Dr. Cook is Chief Medical Officer of the Virginia Health Quality Center, is an associate professor of pathology at Virginia Commonwealth University Health System's Medical College of Virginia (MCV) Hospitals, and serves as director of both Virginia Blood Services and Centralized Credentials Verification Service. Mr. Holcomb seconded the nomination, which was approved on a voice vote.

Ms. Jackson nominated Dr. James H. Harrison to serve on HITSAC. Dr. Harrison is director of Cancer Informatics at the University of Virginia School of Medicine (UVA) Cancer Center and serves as a division director in UVA's Department of Public Health Sciences as well as an associate medical director in UVA's Department of Pathology. Lt. Col. Kemmler seconded the nomination, which was approved on a voice vote.

Public Comment

Chairman Duffey asked for public comment. There was no public comment.

Chairman Duffey said the citizen authentication service is an exciting project he would like ITAC to follow. He also noted that he has six fundamental goals as Secretary of Technology. Those include:

- Helping with business starts
- Being a leader in health IT
- Expanding broadband
- Leveraging intellectual capital in universities
- Stabilizing/reinforcing the infrastructure partnership with Northrop Grumman
- Laying a solid IT foundation for the future

Adjourn

Chairman Duffey adjourned the meeting at approximately 2:20 p.m.