

**Commonwealth Information Security Council Meeting
December 15, 2008
12:00 -2:00 p.m.
Commonwealth Enterprise Solutions Center
Summary**

COV IS Council members attending:

Marie Greenberg (SCC)
Michael McDaniel (VRS)
John Willinger (DMHMRSAS)

Goran Gustavsson (APA)
Steve Werby (VCU)
Peggy Ward (VITA ex-officio)

COV IS Council members absent:

Mike Garner (TAX)
Robert Jenkins (DJJ)
Aaron Mathes (OAG)

David Hines (SCV)
John Karabaic (DSS)
Shirley Payne (UVA)

Also attending: Maria Batiste (DMV); John Kissel (VITA); Michael Watson (VITA).

Collaboration Portal Status – John Kissel, VITA

John provided an update on the Collaboration Portal stating that they have “nailed the requirements” and NG is working on solutions to recognized problems such as access to entities outside the Commonwealth network. John stated that the price should not be more than the original amount proposed which was \$267 a month. John explained he will be out of the office for the month of January and Lee Tinsley will be his back up person.

Identity and Access Management Committee Report – Maria Batista, DMV

Maria explained that changes have been made to the Trust Model based on the comments made on the Online Review and Comment Application and committee members are in the process of reviewing the changes. Marie Greenberg added that the committee is in the process of defining the second part of the model which includes system requirements and synchronization. The committee also plans to discuss the DMV ID Card process.

Small Agency Outreach Committee Report – Goran Gustavsson, APA.

Goran stated that the Small Agency Outreach Committee has disbanded and the committee is discussing what the new committee should be. Peggy offered several suggestions such as a Data Classification Committee or any other topic for which the co-chairs had energy and interest. Goran said he will take the suggestions back to the committee for discussion.

Making IT Security an Executive Management Priority Committee Report –

Peggy stated that the committee has put together an article for an IT column which has been sent out for review. Peggy explained she still owed comments on this article. There are future presentations on the calendar for VEI in February and CMI at another future date. They are also building a presentation for executives.

2008 Commonwealth Information Security Report – Peggy Ward, VITA

Peggy stated that the report is ready for submission and Eric Link, VITA, is in the process of writing the transmittal letter.

2008 APA Information Security Report – Goran Gusavsson, APA

Goran provided a draft report indicating that it is being finalized. The report will be released on Friday, December 19th and will be posted on the APA website by the end of the year. Goran added that the report is similar to the 2006 SJR51 report.

GAO Study – Peggy Ward, VITA

Commonwealth Security participated in the Federal General Accounting Office (GAO) study of security metrics being conducted at the request of Senator Thomas R. Carper of Delaware by preparing a paper on Commonwealth Security metrics and being interviewed by GAO staff members on December 10. The report is scheduled to be released in June 2009.

Security Guidelines – Peggy Ward, VITA

There are 2 guidelines in development currently. IT Assets and IT Facilities Management. The Council should have them next week.

Agency Preparedness Assessment – Peggy Ward, VITA

Peggy advised that a survey had been developed through the Office of Commonwealth Preparedness and responses collected from Executive Branch Agencies. The committee is now developing rankings for the areas and questions.

Draft 2009 CIO Objectives – Peggy Ward, VITA

Peggy provided the 11 draft 2009 CIO Objectives which the members discussed and prioritized.

Commonwealth Information Security Council Membership – John Willinger, DMHMRSAS

John led the group through a lively discussion concerning how large the council should be (12 members), how long members should serve (minimum of 18 months), who is eligible (designated ISO's as well as those with an interest in information security though no more than 3 seats can be held by non designated ISO's and there can only be one member from any one agency) and the criteria for removal (missing three consecutive meetings). John will provide the modified charter language for review.

Other Business

Steve advised that the Joint Commission on Technology and Science (JCOTS) Executive Director, Lisa Wallmeyer, advised him that legislation would be submitted to extend the date for discontinuing requiring social security numbers unless there is a legal mandate from July 2009 to July 2010.

Marie Greenberg suggested that each Guideline include a compliance checklist.