

Commonwealth Information Security Council Meeting
June 16, 2008
12:00 -2:00 p.m.
Commonwealth Enterprise Solutions Center
Summary

COV IS Council members attending:

Marie Greenberg (SCC)	Robert Jenkins (DJJ)
Mike Garner (Tax, teleconferenced)	Aaron Mathes (OAG, teleconferenced)
Steve Werby (DOC)	John Willinger (DMHMRSAS)
Cathie Brown (VITA ex-officio)	Peggy Ward (VITA ex-officio)

COV IS Council members absent:

Goran Gustavsson (APA)
Michael McDaniel (VRS)
John Karabaic (DMAS)
Shirley Payne (UVA)

Also attending: John Kissel (VITA), Michael Watson (VITA), Vicki Gephardt (DEQ), Cameron Caffee (VDOT), Jim Austin (VDOT), Kevin Ferlazzo (DJJ), and Todd Richardson (DMME)

Collaboration Portal Status – John Kissel, VITA

John Kissel reported that the Collaboration Portal is in the solution and development phase and that he will have a date for the date for the solution in the next few days. **He plans to have an update and hopefully a demonstration prepared for the July IS Council meeting.**

Monitoring Internet Usage – Jim Austin, VDOT, Cameron Caffee, VDOT

Jim Austin and Cameron Caffee reviewed VDOT's tool for monitoring Internet usage, 8E6. VDOT began using this tool in 2002 and they plan for their future reporting to be more exception oriented. 8E6 allows VDOT to select categories of websites permitted and not permitted for usage. Custom SAS reports have been implemented that produce weekly electronic reports that outline the number of minutes on the Internet per user, category of websites visited, and whether the sites accessed were blocked websites. Some managers within VDOT have established certain thresholds for Internet usage, and these vary by division and job duty. The Blue Coat solution offered through the Partnership offers some of the same blocking and reporting, but not the same level of custom reporting as that of the SAS reports. The Partnership will provide the information and tools to filter websites, but it is an agency decision as to which websites are blocked/allowed. There is currently a 90 day retention capability with VDOT's program. There is a process for unblocking blocked sites, should it be necessary. **Jim and Cameron will present this topic at the August ISOAG and Kevin Ferlazzo, DJJ present the Blue Coat piece at the August ISOAG; Michael will work with the Partnership to assess reporting and use.**

COV IT Security Policy, Standard Revisions, and Guideline – Peggy Ward, VITA

COV IT Security Policy, Standard Revisions, are out on the On Line Review and Comment Application (ORCA) for public comment. The higher education community has communicated

issues with the change in the standard that no longer exempts certain academic and research systems. The Security Guideline is off of ORCA and should be finalized this month.

List of Minimum Security Policies - Marie Greenberg, SCC

Marie Greenberg has not received any recommendations for creating a list of minimum security policies. **Peggy will provide Marie the SJR51 checklist as a frame of reference. Marie will draft a request to be sent out to all ISO's asking for best practices and policy templates.** Steve added that the security policies of higher education institutions. John discussed the decision to post sample policies and procedures in the Collaboration Portal once available.

SSN JCOTS Survey Legislation – Peggy Ward, VITA

Peggy reported that House Bill 634 and Senate Bill 132 requires all executive branch agencies, including higher education, and localities with more than 15,000 people to complete a survey as to whether they collect social security numbers, what legal mandate requires that they collect social security numbers, and if no legal mandate requires it, then explain why they are collecting. This survey will be due by October 2008, and by July 2009, agencies will be required to discontinue collecting social security numbers, unless they have a legal mandate. This topic will be presented at the July ISOAG meeting by Lisa Wallmeyer, and Peggy will review it at the upcoming June ISOAG meeting.

IT Security Audit SOW – Cathie Brown, VITA

Cathie reported the IT Security Audit SOW has been revised to include all auditing options presented by the Council. The Council pointed out a few other minor changes in regards to the qualifications of auditors. Cathie will present this at the upcoming June ISOAG meeting.

Committee Staffing & Commonwealth Security Team – Cathie Brown, VITA

Cathie suggested adding a member of the Commonwealth Security team to each of the committees as an ex-officio and liaison for VITA and the Partnership. All Council members agreed this would be a helpful addition. **Cathie and Peggy will work to assign employees whose talent fit best with each committee. Peggy will gather bios to send to the committee members.**

COV IT Security Standard email Disclaimer - Peggy Ward, VITA

The COV IT Security Standard is currently out on ORCA and addresses this.

Meeting Logistics (Date/Time/Place) & Committee Deliverables – Peggy Ward, VITA

The Council agreed to maintain the four committee topics along with the current dates (third Monday of each month), and time (12:00-2:00 with committee meetings following from 2:00-3:00). Rob Jenkins asked if there was a way Agency's could be made aware of major Partnership changes earlier on in the process. **Peggy will speak to Fred about Rob being part of the Partnership Action Council, specifically since he could lend his experiences to other Agency's as they go through the Transformation process.**

Encryption Committee Report - John Palese, DSS, Michael McDaniel, VRS, Steve Werby, DOC

A demonstration by Liquid Machines was planned for the June Encryption Committee meeting. The committee is also searching for more members.

Identity and Access Management Committee Report - Marie Greenberg, SCC, Mike Garner, Tax, John Willinger, DMHMRSAS

Identity and Access Management is not meeting this month. Chris Nicholls is working on a list of deliverables in relation to the Trust Model.

Small Agency Outreach Committee Report - Rob Jenkins, DJJ, Goran Gustavsson, APA & Aaron Mathes, OAG

The Small Agency committee will be meeting with DOA today to discuss how they can help with the two new hires for small agencies. Rob will be part of the interview process.

Making IT Security an Executive Management Priority Committee Report - Shirley Payne, UVA & John Karabaic, DMAS

No report.