

Commonwealth Information Security Council Meeting
September 15, 2008
12:30 -2:30 p.m.
Commonwealth Enterprise Solutions Center
Summary

COV IS Council members attending:

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| Mike Garner (TAX) | Marie Greenberg (SCC) |
| David Hines (SCV) | Robert Jenkins (DJJ) |
| John Karabaic (DMAS) | Michael McDaniel (VRS) |
| Steve Werby (VCU) | Peggy Ward (VITA ex-officio) |
| Cathie Brown (VITA ex-officio) | |

COV IS Council members absent:

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| Goran Gustavsson (APA) | Aaron Mathes (OAG) |
| Shirley Payne (UVA) | John Willinger (DMHMRSAS) |

Also attending: Maria Batiste (DMV); John Kissel (VITA); Andrea DiFabio (NSU); Chris Nicholl (DMV).

Collaboration Portal Status – John Kissel, VITA

Handouts on the status of the Collaboration Portal were provided to bring everyone up-to-date. The handout included the RFS Supporting Cost Detail, VITA – Collaboration Tool and the Request for Service Customer Authorization to Proceed letter. Marie asked the question regarding two factor authentication for non-COV accounts and whether that issue was resolved. John responded that the keyfobs are for non-COV accounts but could not answer specifically if the issue was resolved. Peggy Ward asked why non-COV accounts and not COV accounts were to receive the keyfobs to which John explained this will all be worked out. Peggy asked why the handout stated that non-COV accounts were “out of scope” when access by localities was the initial requirement in January 2008. Initial cost of this portal was addressed by John by explaining there is no upfront cost, just a monthly fee. He also added that the customer will be responsible for their own licenses. David asked why the solution was not comprehensive enough to include all items such as software and John stated that software was not the partnerships responsibility. Marie asked for a description of the RFS and P2P processes which **John said he would provide. John also agreed to provide a demo at the next IS Council meeting.**

COVITS – Peggy Ward, VITA

Peggy congratulated Steve and Marie on their excellent presentation at COVITS entitled “Playing Safely in the Clouds” and requested they present the same at the October 23 ISOAG.

Information Security Awareness Month – Peggy Ward, VITA

Peggy noted that October is Information Security Awareness Month. The Governor’s Proclamation with a seal will be provided at the ISOAG meeting for each agency. Peggy provided stated that VITA will be hosting two brown bag lunch sessions and Marie stated that the State Corporation Commission was having an Information Security week of events with a kickoff by the judges. Peggy stated that Nakita Albritton is doing a presentation at the 9/18 ISOAG to promote October as information security awareness month and to request that agencies send in a synopsis of what they did to celebrate Information Security Awareness month. John Karabaic stated that his committee, Making Information Security an Executive Management Priority, would be interested in the write ups sent in.

COV IS Council Questionnaire – Peggy Ward, VITA

Peggy handed out the summary of the Council's Questionnaire responses and thanked everyone for responding noting that the response rate was 100% which was really great! **The Questionnaire results will be discussed at the October meeting!**

COV IS Council Charter & Structure – Peggy Ward, VITA

Peggy asked the entire council if there were any questions or suggestions for changes to the current charter. Marie asked if the Peggy explained that her vision of the purpose of the IS Council is to drive the COV Security program for the COV in regards to the Policies, Standards, Guidelines, Technical controls, Security Awareness, etc. Rob Jenkins agreed this was a well defined vision and the IS Council should continue working towards these goals.

COV IS Council Committees – Peggy Ward, VITA

"Encryption Committee" is making progress and will continue. John Karabaic from the "Making Security an Executive Management Priority Committee" is willing to hear ideas to make more progress in this area. It was agreed that the exposure from the articles in the 'Leadership' communiqué and the column in the 'Virginia Review' are important in providing awareness. Rob Jenkins from the "Small Agency Outreach Committee" stated he would like to revisit the list of goals the IS Council has for his committee and then discuss with other committee members. "Identity and Access Management Committee" was decided necessary and expansion of the committee should be considered. Steve Werby requested that the list of IS Council 'goals' which was initially written at the beginning of the Council needs to be revisited and the goals should be re-ranked. He went further to suggest that the goals should be re-visited quarterly. Peggy Ward will bring the list that was created to the October IS Council meeting.

Assurance Letters – Cathie Brown, VITA

The Assurance process is to help assist customer agencies with their responsibilities for security of their agency's systems and information. Cathie reviewed the data points, the IT Security Domains, and the measurements for quantifying vulnerabilities. The Assurance letters will assess where the primary vulnerabilities are for an agency based on the data points. The Security Assurance Team will then monitor the agencies progress. These letters are slated to be sent out by the end of September.

Encryption Committee Report- David Hines, SCV

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

Small Agency Outreach Committee Report – Rob Jenkins, DJJ

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