

MINUTES
Commonwealth of Virginia
Identity Management Standards Advisory Council (IMSAC)
Council Meeting
Tuesday, Oct. 24, 2017

Commonwealth Enterprise Solutions Center
Multipurpose Room 1222
11751 Meadowville Lane
Chester, VA 23836

ATTENDANCE

Members Present:

Lisa Kimball, Chairperson
Katie Crepps
Nelson Moe
Tom Moran
Lana Shelley

Staff Present:

Joseph W. Grubbs, VITA/IMSAC Staff
Greg Richards, OAG

Members Absent:

Jeremy Grant
Michael Watson
Jeffrey Zubricki

Call to Order

Chairperson Kimball called the meeting to order at 1:00 p.m. in multipurpose room 1222 at the Commonwealth Enterprise Solutions Center in Chester, VA. Roll Call was taken for IMSAC members. All members were present, except Mr. Grant, Mr. Watson, and Mr. Zubricki.

Note: The IMSAC meeting agenda packet including all presentation materials may be accessed on the VITA website at: <https://www.vita.virginia.gov/About/default.aspx?id=6442474173>

Meeting Minutes

Chairperson Kimball called for a motion to approve the minutes from the June 5, 2017, meeting which was dedicated to receive public comment on IMSAC Guidance Documents 3 and 4, and the minutes for the June 5, 2017, standing IMSAC meeting. A motion was made, seconded, and passed without objection.

IMSAC Staff Report

Chairperson Kimball asked Dr. Grubbs to provide a staff report on the status of the IMSAC work plan. Dr. Grubbs reported the first five guidance documents (GDs 1, 1.A, 1.B, 1.C, and 2) on the work plan have been formally adopted, the next two (GDs 3 and 4) are on the agenda for Advisory Council action, and the last two (GDs 5 and 6) will be up for IMSAC action during the December 4 meeting. Mr. Moe asked if all of these actions would be completed prior to the end of Governor McAuliffe's administration. Dr. Grubbs responded stating, based on the schedule established in the work plan, the Advisory Council will have recommended for adoption nine guidance documents during its first two years in service and prior to the end of the administration.

Chairperson Kimball asked if members had additional questions for staff based on its status report. Hearing none, the Chairperson closed the staff report agenda item.

Recommendation to Transmit Guidance Documents for Adoption

Chairperson Kimball called the agenda item for the Advisory Council to take action on two guidance documents, recommending them to the Secretary of Technology for adoption. Dr. Grubbs stated the two guidance documents had been posted on the Virginia Regulatory Town Hall, and the General Notice published in the Virginia Register of Regulations, for the 30-day public comment period, as required by § 2.2-437.C, Code of Virginia. He then presented the guidance documents:

IMSAC Guidance Document 3: Privacy, Security, and Confidentiality of Identity Information

IMSAC Guidance Document 4: Identity Management of Non-Person Entities

The guidance documents may be accessed at:

<http://www.vita.virginia.gov/About/default.aspx?id=6442475952>

Dr. Grubbs said staff had revised IMSAC Guidance Document 3 to reflect comments from the Advisory Council made during the June 5 meeting. Chairperson Kimball asked the Advisory Council if staff's recommended revisions met its requirements, and members acknowledged they had done so.

The Chairperson asked if there was additional discussion on the proposed guidance documents. Dr. Grubbs indicated comments had been received on the guidance documents after the close of the public comment period. He noted the following comments received from Mr. Scott Shorter of Kuma, LLC, on October 24, 2017:

Commenter: Scott Shorter, KUMA LLC

Kantara Initiative questions and comments

Thank you for this opportunity to comment. These comments are derived from a review period involving Kantara Initiative leadership and staff, the chair and vice-chair of the Identity Assurance Working Group and the editor of the Identity Assurance Framework. Comment and questions are grouped by document below.

Guidance Document 3 - Privacy, Security and Confidentiality

3.1 We note a selection of specific security controls are identified in the Privacy, Security and Confidentiality guidance document. We recommend consideration of the NIST SP 800-63-3 approach, which requires security controls from NIST SP 800-53 at a baseline corresponding to the assurance level, rather than explicitly listing the security controls in the IMSAC guidance.

3.2. With respect to the classification of identity information, at what level of organization is this taking place? Would individual operators make this determination, or would the classification methods be standard for each identity trust framework?

Dr. Grubbs said staff would take Mr. Shorter's comments under consideration and coordinate with the Chairperson if any revisions would be required prior to transmittal of the guidance documents to the Secretary of Technology.

Chairperson Kimball called for a motion to transmit the guidance documents to the Secretary of Technology with a recommendation for adoption. The motion was made, seconded, and passed unanimously.

General Discussion

The Chairperson asked the Advisory Council for input on any additional topics prior to public comment. A discussion was held on next steps for informing interested parties and the public on the adopted guidance documents. Dr. Grubbs said staff would work on informational materials to support discovery.

Chairperson Kimball called for a motion to direct staff to prepare the informational materials. The motion was made, seconded, and passed unanimously.

Public Comment

Chairperson Kimball closed the New Business portion of the agenda and opened the floor to Public Comment. The Chairperson recognized Mr. Scott Shorter of Kuma, LLC, speaking on behalf of the Kantara Initiative. Mr. Shorter asked about the process for incorporating additional changes to guidance documents prior to their transmittal.

Following Mr. Shorter's statements, the Chairperson called for any additional public comment. Hearing none, the Chairperson closed the public comment portion of the meeting.

Adjournment

Chairperson Kimball asked the Advisory Council if there were any objections to adjourning and, hearing no objection, adjourned the meeting on consent at 2:00 p.m.