



Draft Meeting Minutes

Tuesday, October 25, 2005

VITA Operations Center – James River Conference Room
110 South Seventh Street
Richmond, Virginia 23219

Committee Members Present: Jimmy Hazel, Secretary Eugene Huang, Hiram Johnson

Committee Members Absent: Ken Johnson

Others Present: Scott Pattison, ITIB Member

Sandy Thomas, ITIB Member

Lem Stewart, CIO of the Commonwealth

Judy Napier, Deputy Secretary of Technology

Diane Horvath, VITA Legal and Legislative Services, Committee Staff

Barb Rudolph, VITA Financial Management Services, Committee Staff

Chairman Hiram Johnson gavelled the meeting to order at approximately 9:30 a.m. The presence of a quorum was confirmed. Chairman Johnson indicated that the agenda was “light” and designed to be an orientation for new Board members and a review of key upcoming legislative dates. He discussed two possible bills that are being considered by VITA for introduction in the 2006 Session.

The first bill would authorize the Compensation Board to pay VITA from the Technology Trust Fund for the development and maintenance of secure remote access standards for Circuit Court Clerks. (VITA is required by the Code of Virginia to develop and maintain these standards.) In 2004, VITA expended approximately \$22,688 to update the initial secure remote access standard. In 2005, VITA will expend approximately \$26,048 to develop the initial electronic recording standard. These expenditures primarily represent VITA staff time in the Strategic Management Services directorate and have been unreimbursed to date. The Circuit Court Clerks have expressed their intent to have VITA continue to either develop new or maintain existing secure remote access standards in the future as the need arises. Committee Staff reported that response to the bill has been less than supportive and that if costs are not ultimately recovered from the Technology Trust Fund, VITA will eventually need to recover its costs through higher rates to Executive Branch agencies.

The second bill would move the date for the ITIB’s Recommended Technology Investment Projects (RTIP) Report from September 1 to November 1 so that the report could add value to the strategic planning and budgeting process. Committee Staff reported that response to this bill has also been less than supportive.

Mr. Hazel suggested that the ITIB, CIO, Secretary’s Office, and VITA staff meet with the transition team of Virginia’s next governor as soon as possible after the election on November 8. Ms. Napier suggested meetings with new agency heads as well. The Committee agreed to pursue both suggestions.

Mr. Stewart was asked to provide a general overview of VITA's budget initiatives. He indicated that there will be requests for the Wireless E-911 Fund and the Virginia Geographic Information Network to allow existing programs to continue, some reversals of the flow of money internally from previous years, and requests to deal with VITA's two new internal service funds for security and project management. There will be no new requests for general funds.

The Committee quickly reviewed the list of important legislative dates and meetings (set out below). Regarding the upcoming House Appropriations and Senate Finance Committee retreats, Mr. Stewart indicated that he has been in contact with the money committee staffs and that no presentation has been requested to date. Committee Staff confirmed that the December 1 meeting of the Joint Legislative Commission on Technology and Science was the final meeting of the year and that legislative recommendations would be finalized. The Secretary of Technology and the CIO will be making presentations at those meeting. Committee Staff also indicated that the FOIA Council meeting, tentatively scheduled for December 2, was the final meeting of the year and that legislative recommendations would be finalized. These are expected to include changes in FOIA requirements for PPEA and clarification of when in the PPEA process documents will be required to be released to the public. Committee Staff also reported that a separate legislative study has been underway regarding the entire PPEA process and that changes are expected to be introduced in the 2006 Session. VITA will need to monitor these bills carefully for effect on the current PPEA process as well as future PPEA proposals. Committee Staff suggested that VITA may wish to forego agency legislation in the upcoming session and focus its time and attention on topics such as PPEA and procurement where others will undoubtedly be putting in legislation.

There being no further business to come before the Committee, the meeting adjourned at approximately 9:45 a.m.

Important Legislative Dates and Meetings 2005-2006

10/28/05		Cabinet secretaries to submit agency legislative proposals to Governor's Office
11/8/05		General Election Day
11/15-16/05	TBA	House Appropriations Committee Retreat, TBA
11/17-18/05	8:00 a.m.	Senate Finance Committee Retreat, Hampton
11/20/05	9:30 a.m.	CIO Presentation, Senate Finance Committee
11/30/05		Target date for Governor's Office to complete review of agency legislative proposals
12/01/05	10:00 a.m.	Joint Commission on Technology and Science - Legislative Proposals; House Room D, General Assembly Building
12/02/05	Tentative	Freedom of Information Advisory Council – Legislative Proposals; House Room D, General Assembly Building
12/08/05	1:00 p.m.	ITIB Meeting; Auditorium, Richmond Plaza Building
12/16/05	9:30 a.m.	House Appropriations and House Finance and Senate Finance Committees Joint Meeting on the Governor's Budget; House Room D, General Assembly Building
01/11/06	Noon	2006 Session Convenes; Patrick Henry Building