

## Notes from August 20th Meeting

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Attending were: John Karabaic, Judy Napier, Beth Nelson, Shirley Payne, Peggy Ward

-- The committee discussed the four major deliverables identified earlier (list follows). We agreed to focus our attention only on the first three for now.

1. Plan and develop executive security awareness events, either stand-alone or as riders on other planned executive-level events.
2. Present effective executive security awareness practices from agencies as models other agencies might follow.
3. Collect and make available security awareness presentations designed for executives.
4. Form a speakers bureau of ISO and manager teams to give presentations to executives within Secretariat. (Deferred)

-- Peggy and Judy are currently meeting with deputy secretaries to discuss the security posture of agencies under the secretaries' purview and to identify additional security needs, including those concerning executive security awareness. These discussions might result in additional strategies for this committee to consider.

-- In support of the Governor's proclamation regarding Cybersecurity Awareness Month within the Commonwealth, the committee decided to undertake these actions immediately:

1. Pursue the addition of a paragraph on IT security awareness in October's issue of the Leadership Communique - Judy volunteered for this one.
2. Determine if a state government publication, such as the "Va. Capitol Connection" or the "Virginia Review", would publish an article. - John has been successful in generating interest at "Va. Capitol Connection" and an article is under development.
3. Pursue mention of IT security in VRS and DHRM newsletters - Shirley learned that the VRS newsletter is published bi-monthly and we were too late to get in the Sept/Oct issue. She is requesting that IT security be a topic in the Nov/Dec issue. She is still looking into the DHRM newsletter.
4. Recommend that a question concerning the existence of security awareness programs within agencies be added as a performance measure on the Governor's Scorecard. - Judy, did you volunteer for this one?
5. Send message to agency webmasters mail list with pointers to web banners and other ready-made web-enabled materials they can use to promote cybersecurity awareness month - Peggy volunteered to have VITA issue the message.  
Shirley noted that the National Cyber Security Alliance planned to issue media aids. As of September 13th, NCSA has posted two videos at <http://staysafeonline.org/news/television.html>. Online banners for earlier years are available at

<http://staysafeonline.org/news/online.html>, but the ones for 2007 are not yet posted. There are, however, resources available on the "Who's Watching Charlottesville" website (<http://www.whoswatchingcharlottesville.org>) that might be of use. The site was developed and is maintained by a partnership U.Va. initiated last year with local city and county governments, public school systems, a credit union, and Piedmont Virginia Community College in support of National Cybersecurity Awareness Month.

-- Other less immediate action items we agreed to undertake were to:

6. Pursue establishment of an online method for agencies to submit security awareness practices for the committee to consider spotlighting as a best practices. - Shirley will bring information about a process that exists within the Higher Education community to the next committee meeting.

7. Determine the extent to which the topic of IT security is covered in curriculum for the Virginia Executive Institute and the Commonwealth Management Institute - Peggy, can this be a brief agenda item at the next Security Council meeting?

8. Begin collecting effective Powerpoint presentations covering executive security awareness - All committee members are asked to contribute materials

If I've left out anything important, let me know!

-Shirley