

**Commonwealth Information Security Council
Making Information Security an Executive Management
Priority (MISEMP) Meeting Summary
June 22, 2009
3:00 pm – 3:30 pm**

MISEMP Committee members attending:

Shirley Payne (University of Virginia)
Sandy Graham (Chesterfield County)
John McDonald (Deputy Secretary of Technology)
Peggy Ward (Virginia Information Technologies Agency)

MISEMP Committee members absent:

Joe Hubbell (Virginia Lottery)

Also attending:

Nakita Albritton (Virginia Information Technologies Agency)

Topic – Commonwealth Management Institute (CMI) and Virginia Executive Institute (VEI) Presentation

Peggy Ward informed the team that she had conducted an information security presentation at the CMI on June 2 and that she would be conducting one at the VEI on June 23.

Topic – Transition Document

Team members provided suggested modifications to the transition document template draft. Modifications will be made and the draft will be provided to the Information Security Council for review.

Topic – 2008 Leadership Communiqué Information Security Articles

A suggestion was made to add the Leadership Communiqué information security articles to the MISEMP website and provide the link to leadership. The articles will be added to the Information Security Toolkit.

Topic – Town Hall

There was discussion regarding the Chief of Staff's decision to have information security as a Town hall topic.

Topic- Cabinet Briefing

There was a discussion regarding the Chief of Staff's request to have a cabinet briefing on Security Incident Response and escalation.

Topic- Agency Head Requirements

There was a discussion regarding the need to list the top requirements for agency heads and what type of medium would be best to convey the information. It was determined that the committee will wait until the Information Security Standard is finalized before listing the top requirements.