

MINUTES
Commonwealth of Virginia
Identity Management Standards Advisory Council (IMSAC)
Council Meeting

Thursday, June 30, 2016
Commonwealth Enterprise Solutions Center
11751 Meadowville Lane
Chester, VA 23836
Multipurpose Room 1221

ATTENDANCE

Members Present:

Lisa Kimball, Chairperson
Sheila Rodis Bradshaw, proxy for Dave Burhop
Katie Crepps
Jeremy Grant
Jeffrey Zubricki
Michael Watson
Nelson Moe

Others Present:

Dr. Joseph Grubbs
Jay Smith
CA Sparkes

Members Absent:

Tom Moran

CALL TO ORDER

Chairperson Kimball called the meeting to order at 1:00 pm in multipurpose room 1221 at the Commonwealth Enterprise Solutions Center in Chester, VA.

Roll Call was taken for all members. Sheila Rodis Bradshaw sat in the meeting as a non-voting member in proxy for Dave Burhop. A meeting quorum was confirmed.

Note: The IMSAC meeting agenda packet including all of the presentation materials may be accessed on the VITA website at:

<http://www.vita.virginia.gov/default.aspx?id=6442474173>

Old Business

A motion was made, seconded and approved by unanimous vote to approve the minutes from the March 7 IMSAC meeting and May 2 IMSAC workshop.

New Business

Executive Directive 7: Leveraging the Use of Shared Data and Analytics

- Jay Smith, Project Manager for the Executive Directive 7: Leveraging the Use of Shared Data and Analytics (ED7) Core Team at the Virginia Information Technologies Agency, presented background information on the ED7 directive, approach, and timeline for making recommendations to leverage Commonwealth data and systems. Final publication of recommendations is scheduled to take place in mid-October with a current target date of October 14, 2016. Mr. Smith reported that the Core Team:
 - conducted a comprehensive review of legal, privacy and governance concerns as they relate to data sharing, and
 - made recommendations concerning data accessibility and usability, data sharing governance; ethical use and authority; and key analytics projects that would provide realized value demonstrated by cost savings and better outcomes.
- Chairperson Kimball asked Mr. Smith to articulate his comments and concerns directly related to the work of the Council. Mr. Smith responded by requesting that the Council ensure a common data sharing lexicon across all of our work products; and that we take into consideration Executive Directive 6's direction related to data assets prior to finalizing our recommendations to the Secretary regarding identity management frameworks and standards.
- Mr. Moe reminded all present of the need to coordinate actions and activities between ED7 and IMSAC work groups. It was agreed that VITA staff will collaborate to correlate and incorporate, as appropriate, all actions and activities that interrelate/overlap.

IMSAC Architecture Model, Work Plan and Schedule

Joseph W. Grubbs, Ph.D., IMSAC Staff Analyst, Virginia Information Technologies Agency, proposed an architecture model, a work plan, and a schedule and reviewed the overall content of the next sets of guidance documents (sets 2, 3 and 4).

- Dr. Grubbs presented diagramed models for "Registration, Credential, Issuance and Maintenance" and "Enrollment, Authenticator and Lifecycle Maintenance."
- Dr. Grubbs presented the Work Plan and Guidance Document Schedule for the council's review. Several members of the council requested that Dr. Grubbs add "no later than" dates for acceptance of solicited input and expert presentations. Mr. Moe reiterated his request that actions and activities between ED7, IMSAC and related VITA initiatives be coordinated to the greatest extent possible.

Identification and Notification of Interested Parties, §2.2-437

Joseph W. Grubbs, Ph.D., IMSAC Staff Analyst, Virginia Information Technologies Agency, requested that the council review and update the guidance documents, work plan, schedule and the architecture model with all input from staff, known subject matter experts, council members and interested parties.

- A motion was made, seconded and unanimously approved to task Council member and staff as detailed in Action Items, below.
 - Attention was called to an action from the Dedicated Meeting for Public Comment on June 30 for Craig Richardson from the Office of the Attorney General will conduct research to determine if the governance for the Council permits remote presentations by interested parties.

Public Comment

Mr. Timothy Reiniger from FutureLaw Consulting, L.L.C., serving as a representative of GlobalSign (an identity services company), addressed the council to suggest the consideration of information from Dr. Robert Kahn of CNRI Research Foundation related to his framework for persistent identities and the X.1255 framework for discovery of identity management information for non-person entities. It was agreed that this information will be reviewed and incorporated, as appropriate, in accordance with §2.2-437 of the Code of Virginia.

Action Items

- All interested parties, with the inclusion of IMSAC members, will provide input on the two guidance documents to VITA staff as soon as practicable
- VITA staff will incorporate comments received for the two guidance documents, to include adjustments/additions required to accommodate 800-63-3 and associated documents and post those for comment in accordance with associated rules and regulations
- VITA staff will make updates to the architecture model, work plan and schedule, to include an action plan for the September meeting, and post those for comment in accordance with associated rules and regulations
- Council members will reach out to interested parties, especially those with subject matter expertise in certification and accreditation in this space, and request that those interested parties contact VITA staff (Mike Watson) to ensure formal inclusion in the process
- Craig Richardson from the Office of the Attorney General will conduct research to determine if the governance for the council permits remote presentations by interested parties

Adjournment

Following Mr. Reininger's comments, Chairperson Kimball called for additional comments, questions and/or discussion for the good of the council. Hearing nothing further, the meeting was adjourned at 1:51pm.