

**DRAFT****Minutes****Monday, February 4, 2013****Commonwealth Enterprise Solutions Center (CESC)****Multipurpose Rooms 1222-23****11751 Meadowville Lane, Chester VA 23836****Attendance****Members present**

John R. Broadway  
Jennifer Aulgur  
Jamie Lewis  
Secretary James D. Duffey, Chair  
Lt. Col. Robert G. Kemmler  
Jamie Walton

Dendy Young  
CIO Sam Nixon, Vice Chair  
Cathy Nott  
Richard D. Holcomb  
Belchior Mira  
Dr. Ernest F. Steidle

**Members absent**

Richard S. Alvarez  
Linda D. Foster  
Christopher I. McIntosh

Karen R. Jackson

**Others present**

Janice Akers, VITA  
Marcella Williamson, VITA  
Joe Grubbs, VITA

George Williams, VITA  
Jerry Simonoff, VITA

**Call to Order**

Chairman Duffey called the meeting to order at approximately 1:02 p.m.

Mr. Duffey asked Ms. Akers to call the roll. Ms. Akers confirmed the presence of a quorum at 1:04 p.m.

Mr. Duffey noted that the board had two sets of draft minutes to approve. The draft minutes from the Aug. 6, 2012, and Nov. 5, 2012, meetings were posted online and

members were provided with a link to the minutes prior to today's meeting. He asked if members had changes or corrections to the minutes. There were none. Mr. Duffey asked for approval of the minutes. A motion to approve the Aug. 6 minutes was brought forth by Nixon and seconded by Holcomb. The minutes were approved on a voice vote. A motion to approve the Nov. 5 minutes was brought forth by Nixon and seconded by Kemmler. The minutes were approved on a voice vote.

Mr. Duffey then introduced George Williams and his presentation on the "Virginia Strategic Plan for Information Technology."

## Virginia Strategic Plan for Information Technology

George Williams, VITA Project Management Division, provided an overview on preparation of the Commonwealth of Virginia Strategic Plan for Information Technology for FY 2014-2020. He indicated that he wanted to solicit input on the draft from ITAC members before formal circulation. He asked the board members to provide feedback next week after they have time for review.

Mr. Williams gave a brief background on preparation and writing of the document, which spans six years for the commonwealth. He thanked the board for its development of the ITAC technology Business Plan initiatives since his team used those as a starting point. The team then began the development of IT strategic directives to guide and govern deployment of IT priorities, which he noted are important elements and will be updated annually.

Mr. Williams then described the schedule of the report with the development of the initial draft in February 2013. He noted that it will be circulated for comment and to incorporate changes in March 2013. The final draft plan is expected to be posted on ORCA for review and comments in April 2013 with the final revisions and approvals expected by May 2013.

A progress report on how the plan was developed then was given by Mr. Williams. Key dates included:

- Nov. 9 and Dec. 7, 2012, and Jan. 14, 2013 - Conducted facilitated sessions with VITA Executive Team
- Jan. 3 and 14, 2013 – Held meetings with focus group of ITAC members and other agency representatives
- Feb. 4, 2013 – Presented proposed plan framework and contents to ITAC

He then noted the three plan components that were developed by looking at the commonwealth's IT environment:

- Technology Business Plan Initiatives (five)
  - Link between the commonwealth's business priorities and technology strategies
- IT Priorities (seven)
  - Events or emerging technologies that likely will have a significant impact on the initiatives
- Strategic Directives (43)

- Specific activities that leverage the IT priorities to fulfill the initiatives

Mr. Williams expounded on the IT priorities component and gave an in-depth overview to the board on the priorities and why they were selected. The seven priorities are:

1. Mobility - Mobile apps are key way to interact with citizens
2. Cloud computing and services - Provide computing infrastructure and/or services
3. Enterprise information architecture (EIA) - EIA and related governance activities position the commonwealth to maximize management and analysis of big data
4. Social media- The role that the commonwealth and agency CIOs have in social media policy and dedicated resources must be determined
5. Cyber security - Real-time cyber security refers to the integrated technologies and practices used to protect digital networks and resources from attack, damage or unauthorized use
6. Consolidation - Significant strategic planning initiative for the Commonwealth Comprehensive Infrastructure Agreement (CIA) – IT infrastructure contract expires in 2019; January 2013 marked the mid-way point of contract
7. Enterprise shared services (ESS) - ESS is a delivery model in which a shared-service center acts as a centralized provider of a defined business function

The proposed strategic directives were broken down by initiatives based on usability- not specific to roles or directives - to be shared with agencies so that they may begin using them. (IT Strategic Directives can be found on slides 16-21 of Mr. Williams' presentation [here](#))

Dr. Steidle spoke to initiative four regarding data sharing with education and the standards of learning. He said that he would like to see the promotion of software expansion and the exchange of software by universities. He then asked if VITA would consider promoting the sharing of Blackboard. He noted that eHHR could be a service base for promoting SOA to support the student/teacher interaction and Virginia Employment Commission would benefit from integrating the workforce skills and course databases that EIA could provide. He foresees taking the workforce skills listings online and matching up people to work. Dr. Steidle then pointed out that the best way to support agencies is to try and make sure that help is available. Cathy Nott pointed out that a resource center should be available on the emerging technologies with agencies. She further stated that technology guidance could be provided to agencies so they don't have to do all the research.

Mr. Duffey then asked if Mr. Williams' group looked beyond Virginia at other states to see if Virginia is on track with those states. Mr. Williams responded that yes the team had looked at other states, and also referenced Gartner, NASCIO and Apple as sources for determining current activities in other states.

Dr. Steidle said that it is important to have an annual review of the plan and that some agencies are already on board by and using the plan. Ms. Nott agreed and added that an overlay security function needed to be addressed.

Mr. Williams then showed the board the proposed plan format. His group is proposing that it follow a website modeled after the Texas 2012-2016 State Strategic Plan for Information Resources Management. He noted that his group is in the planning stage of publishing the Virginia report in an interactive, Web-based publication.

Mr. Young pointed out the need for consumers to provide feedback. He encouraged avoiding a top down approach and noted that he did not see a feedback loop. Mr. Walton asked what the return on investment expectations are and how priorities were established. He suggested mapping everything out so that all development would be visible, and encouraged adequate representation from all groups.

Mr. Nixon then gave an overview of the infrastructure portion of VITA's launch of the new Virginia.gov portal in December. He pointed out that CapTech brought a very specific way of measuring customers and end users insight. There was a 50-80% responsiveness rate and the site was architected in a taxonomy. Mr. Nixon felt this was a great example to follow.

Mr. Williams' presentation ended.

Mr. Duffey then opened discussion on the consolidation that VITA undertook and asked if Virginia built in the advantage of a common platform when it was approaching transformation several years ago. He also asked if other states did this. Mr. Simonoff responded that Virginia is the state example that others look to when considering consolidation. He noted that Georgia and Michigan have started consolidation but with more limited groups. All states are looking at infrastructure at the same level. Mr. Simonoff believes that the economies of scale are too great to ignore and the security benefits of consolidation are important for states.

Mr. Duffey then asked what other states are doing in the software and enterprise arena. Mr. Simonoff said that Pennsylvania and Arkansas have both consolidated their financial systems. However, he pointed out that only a handful of states are consolidating in software and enterprise areas. Virginia took a more federated approach by using the portal to get to services. He also noted that Utah is more involved in using apps.

Mr. Duffey then asked about other states' adoption of cloud services, and how Virginia compares. Mr. Nixon responded that a state's adoption of cloud services depends on how far it has progressed in consolidation. Mr. Nixon noted an interesting trend where agencies are seeking to replace legacy systems with cloud-only software.

Mr. Duffey moved on to mobility and what other states are doing in comparison to Virginia. Mr. Nixon pointed out that a year ago Virginia was one of the only states

to offer bring your own device (BYOD) – a statistic that has definitely changed. He said that the focus has shifted to letting employees use a wider variety of mobile devices .

Mr. Steidle cautioned that when discussing “consolidating infrastructure,” the notion of shared services from experts is important. He pointed out that the commonwealth should be deliberate in what it chooses to consolidate.

### **New Business**

Mr. Duffey asked for new business at 2:02 p.m. There was no new business.

### **Public Comment**

Mr. Duffey asked for public comment at 2:03 p.m. There was no public comment.

### **Adjourn**

Mr. Duffey adjourned the meeting at approximately 2:04 p.m.