

Commonwealth Information Security Council Meeting
April 21, 2009 12:00 -2:00 p.m.
Commonwealth Enterprise Solutions Center
Summary

COV IS Council members attending:

Sandra Graham (Chesterfield County)
David Hines (SCV) *
Aaron Mathes (OAG)
Todd Richardson (DMME) *
John Willinger (DMHMRSAS)
Peggy Ward (VITA ex-officio)

Goran Gustavsson (APA)
Robert Jenkins (DJJ)
Michael McDaniel (VRS) *
Steve Werby (VCU)

John Green (VITA ex-officio)

*** attending via teleconference:**

COV IS Council members absent: Marie Greenberg (SCC), Shirley Payne (UVA)

Also attending: Joshua Cole (DOAV); Don Drew (VITA); Vickie Rash (NG), Demetrias Rodgers (VITA), Mike Shaffer (VITA), Jamey Stone (NG), Eric Taylor, (NG)

Eric presented potential changes to the mainframe account administration process in order to standardize account administration processes and procedures across the board. He went on to propose that the Agency Security Officer role be renamed to Access Control Coordinator. Access Control Coordinators will continue to be the approval authority for their agency. Eric asked if the current process is acceptable, or should the ISO become the agency's approval authority? Rob stated that he is not in favor of this because he is unfamiliar with his agency's employees, and ultimately who should have access to which applications. Vickie stated that the VCCC currently compares those requesting access for users against the list of approved authorizers provided by the agency ISO. Aaron asked if criteria are used to give users access based on their job description. Vicki explained it is a two-part process. The first part includes provisioning user access to the mainframe; the second part includes authorization for the use of applications. Peggy asked for a vote from the IS Council members present on whether the ISO should designate to the Infrastructure Service Provider who their agency's Access Coordinator(s) should be. Members of the IS Council voted in favor. John Green raised the question of frequency in verifying the accuracy of Access Control Coordinator listings for agencies. Vickie said this is currently done annually. Furthermore, the frequency could be increased for state government entities but remain the same for localities.

Introduction to new Deputy Secretary of Technology – Peggy Ward, VITA

John McDonald is the new Deputy Secretary of Technology.

Collaboration Portal Status – John Kissel, VITA

Peggy said that Michael Watson has the data and it is currently under analysis of the Commonwealth Security.

Encryption Messaging – Don Drew, VITA

Don presented the E-mail Mailbox and Account Request Form. This form has been amended to include Section 7 as a way to control who has encryption, which requires ISO approval. Rob asked if this could be done for an entire agency. Demetrias said yes, but different agencies have different needs. John Willinger asked if this is something the agencies will be charged for. Don said no. John also asked about disabling an account after ninety days of no use. Don said a comment field could be added for any type of explanation for disabling. Aaron asked if the encryption could occur

between client and server as a simple solution for encrypting internal email exchanges. Demetrias said in a transformed environment this could occur. Rob asked how encryption would be shared for external use. Don presented the Encryption Messaging Reference Guide and explained this guide was designed for the agency ISO. End user instructions were geared towards the "how to acquire and install a certificate". Don will be presenting this topic at the next ISOAG.

Commonwealth Security Policy, Standard & Guidelines – John Green, VITA

John explained that the security policy is on ORCA for online comments and review. Peggy added that this is a new policy with a new intent, and not simply revised version. This new policy describes the COV Security Framework. Jerry Simonoff will be drafting the summary. John said the standard was completed on time, however; ITIES just returned it with their comments. John said he plans to address ITIES comments and have the standard on ORCA late this week or early next week. John said he would like both the policy and standard on ORCA at the same time but the policy is due to come off around May 15. John stated that the CIO wants a summary to go the Board regarding the IT Asset Management and Facilities Security guidelines.

Definitions – Peggy Ward, VITA

Peggy explained that there is a Glossary at the back of the standard. Peggy asked Council members to look at the definitions and advise if they believe the definitions could be improved. Steve Werby suggested that Commonwealth Security staff go through the glossary to see if all the words are actually used.

Administrative Measures – Peggy Ward, VITA

Peggy explained that the Governor had a balanced scorecard that was self reported but that is being replaced by Administrative Measures which will be based on verifiable data. For Security, the data points in the report to the Governor from December 2008 will be used. The Appendix has been amended for corrections and to show the red, yellow or green category. Peggy explained she would be addressing the data points at the next ISOAG. Note: The report went online on May 6, 2009 at [http://www.vita.virginia.gov/uploadedFiles/Library/COVSecurity Annual Report 2008.pdf](http://www.vita.virginia.gov/uploadedFiles/Library/COVSecurity%20Annual%20Report%202008.pdf)

Other News – Peggy Ward, VITA

There will be a Security Summit on Monday, April 27th. Location for the Summit is the Richmond Marriott and there are already 205 attendees registered. The Science Museum has offered to host an upcoming ISOAG meeting.

Risk Management Committee Report – Goran Gustavsson, APA

Rob said the committee is working towards establishing objectives during the committee meeting immediately following the IS Council.

Identity and Access Management Committee Report – John Willinger, DMHMRSAS

John said the committee would not be meeting today.

Encryption Committee Report – Michael McDaniel, VRS

Steve said the committee is clarifying direction and on target for goals.

Making IT Security an Executive Management Priority Committee Report – Shirley Payne, UVA

Peggy said John McDonald would be on this committee now.