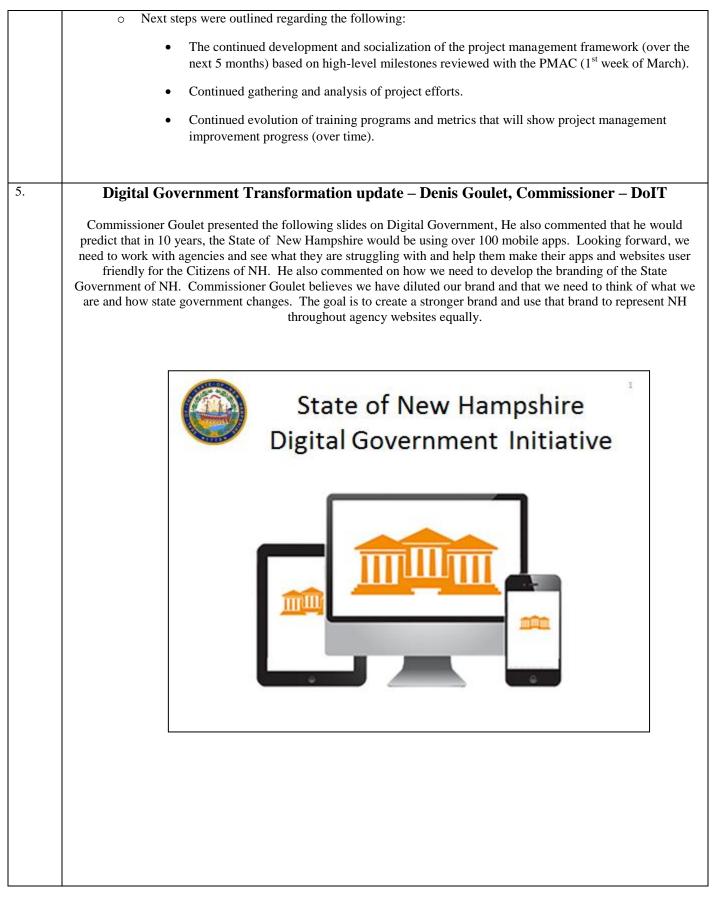
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And:       Denis Goulet, CIO, Dept. of Information Technology (DoIT)         ABSENTEES:       Victoria Sheehan, Commissioner, Department of Transportation (DOT)         Thomas Pristow, Deputy Commissioner, Department of Health and Human Services (DHHS)         Clark Freise, Assistant Commissioner, Dept. of Environmental Services (DES)
ITEM # AGENDA
Public Session           1.         Welcome – Lt. Col. Barry Groton
2. Motion to accept minutes from <u>11/03/2017</u> meeting minutes are approved
<ol> <li>Introduction of Deputy Commissioner Ken Dunn – Denis Goulet, Commissioner – DoIT</li> <li>Governance Overview – Steven Kelleher – DoIT, Strategic Planning and Governance         <ul> <li>Project Management maturity</li> </ul> </li> </ol>
Capital Project staffing support
5. Digital Government Transformation update – Denis Goulet, Commissioner – DoIT
<ul> <li>6. Cybersecurity Update – Dan Dister, CISO – DoIT</li> <li>• Cyber Exercise Program Status</li> </ul>
7. Performance Audit update – Denis Goulet, Commissioner – DoIT
8. Motion to Adjourn

State of NH IT Council – March 9, 2018 Meeting Summary Department of Information Technology, Office of the Chief Information Officer

ITEM #	MINUTES
1.	Welcome – Lt. Col. Barry Groton
2.	Motion to accept 11/03/2017 meeting minutes
	• Lt. Col. Groton asked for a motion to accept the 11/03/2017 meeting minutes. A motion was made to approve the minutes; the motion was seconded; all approved and none opposed. The 11/03/2017 minutes are posted.
3.	Introduction of Deputy Commissioner Ken Dunn – Denis Goulet, Commissioner – DoIT
	Commissioner Goulet introduced Ken Dunn who gave the following overview of his experience in IT.
	<ul> <li>33 years in IT working in the private sector         <ul> <li>15 years with United Technologies/Pratt &amp; Whitney in various roles (Apps Developer, Global Customer Liaison, Infrastructure Services, Project Management)</li> <li>P&amp;W/UTC Outsourced IT in 1999 to Computer Sciences Corp (CSC)</li> <li>18 years with CSC, managing all aspects of service delivery for large IT global clients (UTC, Ingersoll Rand, Raytheon)</li> </ul> </li> </ul>
	<ul> <li>Started with DoIT in Feb 2017 as Assistant Director of Operations</li> <li>Confirmed as Deputy Commissioner, DoIT Jan 2018         <ul> <li>Initial focus is on driving Operational Effectiveness, via Consistent Processes, Performance Metrics, Organizational Planning/Alignment, and Driving LBA Audit Activities.</li> </ul> </li> </ul>
4.	<b>Governance Overview – Steven Kelleher – DoIT, Director -Strategic Planning and Governance</b>
	Slide presentation posted on website.
	Steve Kelleher provided an overview of current project management maturity efforts, highlights included:
	<ul> <li>A review of past project management areas reviewed with the IT council such as a) the importance of project initiation processes for project submissions, b) prioritization schemes for both agency and enterprise planning and c) managing projects as a portfolio to ensure approved projects add value to NH agencies and citizens and are properly resourced for success.</li> </ul>
	• Current accomplishments were reviewed such as :
	• The formation of a project management advisory committee (PMAC) that would facilitate a forum for agencies to work in collaboration on future project planning to promote consistent standards, tools and training.
	• The creation of an RFP and completion of a contract award that would allow a vehicle to add resources to the project management maturity initiative to gain dedicated resources and improve project traction. A senior project management resource has been added to the team. Nora Colliton has extensive project management and training experience. She is the current president-elect of the Manchester PMI chapter.
	• Development of a draft framework that will be socialized with the PMAC, IT Council and other stakeholders to provide agencies with guidance on best practices in project management. This includes the use of industry standard project management phases, artifacts and processes.
	• The ongoing collection and evaluation of current in-progress and future projects requested.
	• Planning for training programs and/or materials that will elevate project management knowledge across State agencies.



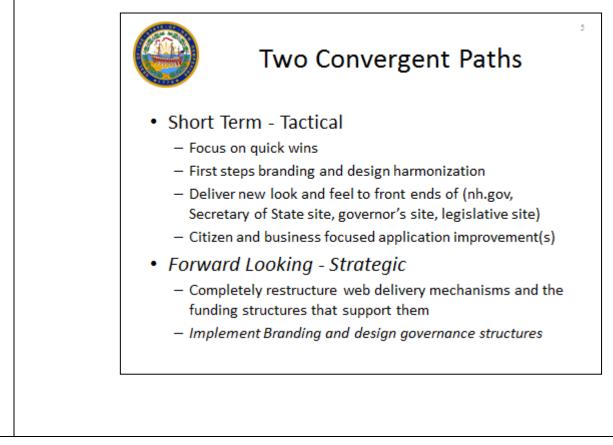


## Objectives

- Improve citizen services through Digital Government transformation
  - <u>Citizen</u> focused web site design and information architecture
  - Business friendly compliance processes
  - Mobile and web applications that serve

## Strengthen the NH brand

- Harmonize branding
- Design with citizens and businesses in mind





## **Current Activities**

- Recruiting project manager to drive the initiative
- Moving forward with a short term redesign initiative
- Kicking off a solicitation process to outsource hosting, content management, design services
- Forming the top level governance structure



## **Next Steps**

- Onboard a project management resource as soon as possible
- Lock in on design and scope for short term initiatives
- · Form project team and begin delivering
- Implement an executive level entity to vet top level branding, design, and strategic decisions
- Clarify the mission of the entity (agency, branch) based advisory committee

6.	Cybersecurity Update – Dan Dister, CISO – DoIT
	Dan Dister, the new Chief Information Security Officer introduced himself to the Council. His background includes 7 years in the U.S. Army and 27 years of service in the federal government, splitting that time between the Defense Intelligence Agency and the Department of Homeland Security. Of the 27 years of federal service, he has been working in Information Security for 20 years, with most of that time focused on the cybersecurity of classified information and networks.
	Cyber Exercise Program Status
	<ul> <li>Mr. Dister presented an update on the Cyber Exercise Program, which was originally presented at the November 3, 2017 IT Council meeting. After briefing touching on the origin and objectives of the Cyber Exercise Program, Mr. Dister described all of the activities which have taken place since the Council meeting in November 2017.</li> </ul>
	<ul> <li>Both Phase I (State Government Planning Workshop and Tabletop Exercise 1) and Phase II (Local, Public and Private Sector Partners Tabletop Exercise 2) of the Exercise Program have been completed, with some key lessons learned already: some duplication of communication processes need to be deconflicted for clarity and unity of effort; there remain some uncertainties in routine and emergency communications between the public private sector, and the artificialities of the exercises themselves mean that some aspects of a real event do not get tested in a real sense.</li> <li>Phase III, the Functional Exercise, was scheduled to take place on March 8<sup>th</sup>, but was postponed due to a winter storm and will be rescheduled for late April or early May. Although the date for the Functional Exercise has been pushed back, it is expected that all activities will still be complete by June 21, 2018.</li> </ul>
	<ul> <li>Tabletop Exercise I had over 100 participants from State government, while Tabletop Exercise II had over 80 participants from the State, local government and private sector companies. The Functional Exercise will involve up to 155 invited participants from State and local government and private sector companies. Mr. Dister reiterated that most participants to date have demonstrated a good understanding about what constitutes a cyber incident and want to ensure that they are responded to and resolved appropriately.</li> </ul>
	Commissioner Goulet stated that involvement from the private sector in the Cyber Exercise program has been outstanding and he thanked them for their participation.

