Meeting Summary

INFORMATION							
DATE:	12/12/2018	**START TIME:**	1:00 pm	**END TIME:**	2:30 pm	**LOCATION:**	Edward Cross Training Center, Room 117, 722 Riverwood Drive Pembroke NH
SUBJECT/ PROJECT:	New Hampshire Information Technology Council (IT Council)						
PURPOSE:	Scheduled Public Meeting						
CHAIRPERSON:	NH National Guard Lt. Col. Barry Groton						
ATTENDEES:	IT Council Members: Chair, Lt. Col. Barry Groton, NH National Guard Roger Marchand (attending for Lindsey Stepp, Commissioner, Department of Revenue Administration) (DRA) Victoria Sheehan, Commissioner, Department of Transportation (DOT) Jennie Angell, Director, Informational Services, City of Manchester Stan Waddell, CIO and Associate Vice President of IT, University of New Hampshire (UNH) Thomas Trumble, Jr, Network Administrator, Merrimack County Representative Daniel Eaton, NH House of Representatives, Cheshire - District 03 Rick Bailey, Assistant Commissioner, Department of Safety (DOS) Caitlin Davis, Director, Program Support Division, Department of Education (DOE) Dave Scanlan, Deputy Secretary of State Christopher Keating, Director, Administrative Offices of the Courts Denis Goulet, CIO, Dept. of Information Technology (DoIT) Guests: Glenn Davison, DOT Ken Gallager, OSI Katie Callahan, DOIT (F&G)						
ABSENTEES:	Joe Mollica, Chairman, NH State Liquor Commission (NHLC) Thomas Pristow, Deputy Commissioner, Department of Health and Human Services (DHHS) Alex Stone, Director, Data Financial Management, Dept. of Administrative Services (DAS Michael Bourbeau, Vice President, Information Systems, Northeast Delta Dental Clark Freise, Assistant Commissioner, Dept. of Environmental Services (DES) Representative Lynne Ober, NH House of Representatives, Hillsborough - District 37						

ITEM #	MINUTES
1.	**Welcome**
2.	**Motion to accept minutes from 9/13/2018 meeting minutes:** Lt. Col. Groton asked for a motion to accept the 9/13/2018 minutes. A motion was made, seconded and all approved, none opposed. The 9/13/2018 minutes are posted.
3.	**Introduction of new members – David Scanlan, Chair Lt. Col. Barry Groton, NH National Guard** Welcome to David Scanlan from the State Department/Secretary of State, Deputy Secretary of State.
4.	**Cyber Yankee Comes to NH** LTC Barry Groton, CIO for the New Hampshire National Guard and IT Council Chair, gave a presentation on the upcoming Cyber Yankee 2019 exercise. This regional, cybersecurity-focused National Guard exercise will take place in August 2019, and will be held for the first time in the Concord, New Hampshire area. In addition to

		National Guard personnel from the New England states, the exercise will include increased participation from the New Hampshire Department of Information Technology, New Hampshire Division of Homeland Security and Emergency Management, New Hampshire State Police, New Hampshire Intelligence and Analysis Center, and local Critical Infrastructure Industry Partners. There will also be exercise support from federal agencies such as United States Cyber Command, U.S. Army Reserve, Department of Homeland Security, Federal Bureau of Investigation, and the U.S. Secret Service. ***Goals and features of the Cyber Yankee 2019 exercise include:*** • *Cyberspace Operations designed to enable collective training and technical assessment with the simulation of a realistic environment to include network owners and a live opposing force* • *A Regionally-focused, realistic exercise scenario versus a national focus* • *Scenario based on high integration of both National Guard and State Government Missions* • *Validate and focus on core cyber defense concepts and skill sets* • *Integration of intelligence analysts* • *Enhanced Industry Partner participation* • *Possibility of international participation*
5.		**DOIT FY20-FY21 Budget Overview** Commissioner Goulet provided an overview of DOIT's FY20-FY21 Operating Budget that was recently presented during the Governor's Budget Hearings, along with a summary of the Capital Projects DoIT has requested. The DoIT operating budget is established by working collaboratively with executive branch State agencies. This collaboration allows agency and DoIT staff to work together in defining and identifying *Efficiency* and *Additional Prioritized Needs* resources that are required to support the mission of DoIT and each individual agency. The budget as presented fairly represents the resources DoIT requires over the next two years in order to provide a comprehensive technical leadership and solutions to agency partners in a secure, transparent and fiscally responsible manner. The Commissioner reviewed how the DoIT budget is constructed using multiple accounting units based on the type of services provided to each agency: • **Direct Agency IT Budget:** 100% of the budget in support of a specific agency; • **Central IT Services and Operations -** includes costs which are allocated between two or more agencies; • **IT Salaries and Benefits -** includes both direct and allocated IT authorized and funded positions; • **Statewide Telecommunications -** includes the cost of maintaining the statewide telecommunication infrastructure and associated support through the use of a revolving fund. The *Efficiency* portion of the budget reflects the on-going, continuing operations included in the current FY19 budget that are required to maintain the existing environment. The *Additional Prioritized Needs* budget represents those resources which were not included in the FY 2019 budget. DoIT and agency personnel worked together to formulate an *Additional Prioritized Needs* budget that accurately reflected DoIT and agency budgetary needs above and beyond the *Efficiency* budget. The *Additional Prioritized Needs* budget was then categorized into one of the following three categories and then prioritized by each agency: 1.) Capital budget or grant funded in prior biennium that is now generating operating expense, 2.) Structural or contract increase for existing initiatives that were above target, or 3.) New initiatives. Commissioner Goulet also provided a short overview of the Capital Projects DoIT has submitted to the Governor's office for consideration, which are summarized below: • **Digital Government Transformation** - Improve citizen services through a focused website design and information architecture, an identity management solution which facilities a single identity for citizen and business access to digital resources, and an application enhancement fund for agency specific

		improvements for citizen services
		• **Continuity of Operation and Disaster Planning** - Support Agency continuity of operations plans (COOP) by developing and implementing IT Disaster Recovery capabilities
		• **eDiscovery** - Acquire and implement technology to support the ever growing requirement to mine information for RTK and litigation situations
		• **Financial System Enhancements** – Through updated financial tools and alignment with enterprise systems of record, improve the accuracy, timeliness, reporting and transparency of current DoIT financial processes
		• **Cybersecurity - Program Enhancement** - Improve monitoring of our security risk and compliance status, incorporate cyber threat intelligence and enhance the security monitoring capabilities of the NH-CIC (New Hampshire Cybersecurity Integration Center)
6.		**GIS Committee Update - Project Reviews**
		Orthoimagery Needs Assessment
		Ken Gallagher, from the Office of Strategic Initiatives, presented an update on the Statewide Aerial Imagery Needs Assessment, a project supported through DoIT capital funding under the auspices of the state GIS Committee. The project, conducted by NH GRANIT and led by Fay Rubin at the University of New Hampshire, gathered input from GIS practitioners and data users in order to make recommendations on the type of aerial imagery to be collected statewide and the frequency at which it would be collected. After a series of public input sessions and an online survey, the project, along with a working group reporting to the GIS Committee, determined that 6-inch resolution imagery collected every three years would be most effective. The estimated cost of the imagery would be approximately $1.2 million. Various potential funding models were presented for consideration, centering on the creation of a non-lapsing revolving fund into which funding agencies would make annual deposits. The project will conclude in early 2019 after completion of detailed research on imagery options available from vendors.
		Agency Map Views Pilot Project
		Glenn Davison from the Department of Transportation presented the map viewer project as a 2-year collaboration to develop a scalable, statewide governance framework and standards that will support and promote sustainable, multi-agency geospatial data sharing and viewing. The project aligns with two principal objectives in Strategy #2 of the GIS Committee's Action Plan, 1) promote awareness and access to geospatial data sets, and 2) promote cost effective GIS tools.
		Field Data Collection Project
		Katie Callahan from the Department of Information Technology – provided an update on the recently launched Field [D] Collection Project. The New Hampshire Fish & Game Department will be collaborating in a multi-agency working gr[oup to] develop best practices for field data collection using Esri's ArcGIS Online platform and mobile apps, following the successful approach of NHDOT's [Statewide Asset Data Exchange System]. The project aligns with Strategy #3 of the Committee's Action Plan, to promote efficiencies in the use of GIS technologies. Products will be developed through [a] Launch Kit from Esri Professional Services and will adhere to and augment best practices for the Agency Map Viewer Project. This project introduces the field data collection phase to the map viewers project and demonstrates transferabi[lity of] NHDOT's SADES model to natural resource agencies.
8.		**Motion to Adjourn**
		Lt. Col. Groton asked for a motion to adjourn; motion was made and seconded; meeting was adjourned at 2:26 pm

ACTION ITEMS			
ITEM #	**DESCRIPTION**	**Assigned To**	**Due Date**
	Post approved September 13, 2018 minutes and draft of December 12, 2018 meeting minutes on the [IT Council website].	Pat Bernard	12/19/2018

NEXT MEETINGS:
Meeting time and date to be determined