

Meeting Summary



INFORMATION

DATE:	5/20/2011	START TIME:	10:11 A.M.	END TIME	11:32 A.M.	LOCATION:	Department of Safety, 33 Hazen Dr., Conference Room 112
SUBJECT/PROJECT:	New Hampshire Information Technology Council (IT Council)						
PURPOSE:	Scheduled Meeting						
CHAIRPERSON:	Lieutenant Colonel David Routhier, Director of Information Management, New Hampshire National Guard						
ATTENDEES:	<p><u>IT Council Members:</u></p> <ol style="list-style-type: none"> 1. Rebecca Landry, IMS Director, City of Keene; 2. Lieutenant Colonel David Routhier, Director of Information Management, New Hampshire National Guard; 3. Linda Hodgdon, Commissioner, Department of Administrative Services <p><u>IT Council Designees</u></p> <ol style="list-style-type: none"> 1. William Baggeroer, Dept. of Health & Human Services, Chief Information Office; 2. Kevin P. O'Brien, Dept. of Safety, Chief of Policy & Planning; 3. Michael Pillsbury, Dept. of Transportation, Deputy Commissioner; 4. Charles Russell, Dept. of Administrative Services, Financial Data Management Director; 5. ChristiAne Mason, Director, Public Utilities Commission <p><u>Guest Attendees:</u></p> <ol style="list-style-type: none"> 1. Karen Beaujouan, Bianco Professional Association; 2. Jodie Grimbliss, Bianco Professional Association; 3. TFC William (Tripp) Cantwell, Dept. of Safety, Information Security Officer; 4. Brendan Perry, Rath, Young & Pignatelli, P.C.; 5. Michael Jarry, Xerox Corporation; 6. Cathy McGoldrick, Xerox Corporation; 7. Scott Valcourt, UNH Information Technology, Director of Strategic Technology; 8. Brian Shepard, UNH Information Technology, BTOP Program Director <p><u>Department of Information Technology Staff:</u></p> <ol style="list-style-type: none"> 1. Bill Rogers, CIO/Commissioner; 2. Rebecca Bolton, IT Manager, Agency Software Division; 3. Frank Catanese, Chief Technology Officer; 4. Peter C. Hastings, Director, Agency Software Division; 5. Theresa Pare Curtis, Director, Web Services Division; 6. Wendy Pouliot, Director, Operations Division; 7. David Rys, Technical Support Specialist, Operations Division; 8. Leslie Williams, Chief Information Security Officer 						

ABSENTEES:	<ol style="list-style-type: none"> 1. George N. Campbell, Jr, Dept. of Transportation, Commissioner; 2. Representative Brian Chiriciello, Rockingham County; 3. Kevin Clougherty, Dept. of Revenue Administration, Commissioner; 4. Art Durette, NH Association of Counties Representative, Deputy Sherriff Hillsborough County; 5. Senator James Forsythe, District 4; 6. Nina Gardner, Judicial Council, Executive Director; 7. Thomas B. Getz, Public Utilities Commission, Chairman; 8. Nicholas Toumpas, Dept. of Health and Human Services, Commissioner
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ITEM #	AGENDA
Public Session	
1.	Welcome and Introduction of Meeting Attendees, David Routhier
2.	CIO Introduction and NH IT Council Responsibilities
3.	NH IT Strategic Plan Update
4.	NH Network Now Update
5.	NHFIRST Phase-2 Update
6.	TransparentNH Project
7.	Smartphone Update
8.	Proposed IT Capital Projects for 12-13 Biennium
Non-Public Session	
1.	Cyber Security

ITEM #	MINUTES
1.	LTC David Routhier welcomed the IT Council Members and Guests and introduced meeting attendees.
	The September 16, 2010 Meeting Minutes were approved with a quorum present.
2.	<p>CIO Introduction and NH IT Council Responsibilities</p> <p>Chief Information Officer (CIO) Bill Rogers shared a presentation regarding the Department of Information Technology (DoIT) that has been given to a number of Legislators. Topics included DoIT Organization; IT Service Delivery; Funding Approach; Budget Challenges; and Projects Driving IT Spending.</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • Safeguarding the confidentiality, integrity and availability of information residing on state resources is a critical function of DoIT. • Leslie Williams was recently named DoIT's Chief Information Security Officer (CISO). • Frank Catanese was recently named DoIT's Chief Technology Officer (CTO). • Commissioner Rogers introduced the DoIT Directors. • Commissioner Rogers is honored to serve as the CIO for the State of New Hampshire and welcomes the IT Council's advice.
3.	<p>NH IT Strategic Plan Update</p> <p>Rebecca Bolton gave an update on the status of the IT Strategic Plan.</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • Director Hastings and Rebecca Bolton have initiated the IT Strategic Planning process. • DoIT is working with Agencies on their IT Plans. The emphasis is on Agencies' Strategic Business Needs/Goals and how technology can help meet these strategic initiatives.

3. continued	<ul style="list-style-type: none"> • Meetings with Agencies have been scheduled for June 9th, 23rd, and 30th. We will discuss their Strategic Business Goals/Issues; the benefits they hope to achieve/gain; and how technology can help them meet those goals/objectives; etc.... These meeting will give us the opportunity to discuss how DoIT can best help the Agencies over the next biennium and beyond. • Agency IT Plans are due July 1, 2011 and the Statewide Plan needs to be completed by the end of the year. • Commissioner Rogers suggested that we look at the agencies in groups; i.e. Health and Social Services, Administration of Justice & Public Protection, General Government, etc. as there might be some efficiencies to be gained. • LTC Routhier asked if the IT Strategic Plan covered Executive Branch agencies only and Rebecca replied yes.
4.	<p>NH Network Now Update</p> <p>Scott Valcourt, Director of Strategic Technology and Brian Shepard, BTOP Program Director, UNH Information Technology provided an overview of the NH Network Now project.</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • This project was funded through the American Recovery and Reinvestment Act (ARRA) and the Broadband Technical Association to help create jobs, connect communities, and address the Broadband “unserved” or “underserved” in America. • \$66 million in funding was awarded in July 2010. The project needs to be completed by June 2013. • The National Broadband Plan has been developed. • There are three major aspects of this project, the largest being the “middle mile”; a large scale 700 miles of fiber cabling touching all ten counties and strings institutions together. A wireless microwave connection called “NH Safenet” being another initiative, and lastly bringing broadband to the underserved western part of the state which will connect an additional 200 communities. • This will provide opportunities for economic development throughout the State and increase the benefits for Safety Homeland Security. • CIO Baggeroer asked how many health care providers have broadband. Mr. Valcourt replied that Fay Reuben from UNH is investigating this. •
5.	<p>NHFIRST Phase-2 Update</p> <p>Director Pouliot discussed Phase 2 of the NHFIRST implementation.</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • In 2006 the Department of Administrative Services kicked off a project to replace the aging mainframe technology of the States’ financial systems. NHFIRST Phase 1 was competed in July 2009. • Phase 2 involves implementation of additional functionality such as Human Resources, Payroll, Asset Management systems, etc. • The contract for implementation services will be awarded in July pending funding approval. • Work is scheduled to begin in August with a tentative implementation date of January, 2013. • CIO Baggeroer asked if all the modules are Lawson modules. Wendy replied that the software is all from Lawson and the State already owns the modules to be implemented in Phase 2.
6.	<p>TransparentNH Project</p> <p>Director Pare Curtis provided some details regarding the TransparentNH project.</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • Project was launched at the end of 2010 and required DoIT and Administrative Services (DAS) to put the States’ monthly expenditure information online.

6. continued	<ul style="list-style-type: none"> • State employees’ annual salary information, budget data, and annual reports are also available. • There is Legislation that requires us to put a state checkbook on line. • Commissioner Hodgdon commented that the time/resources currently used to satisfy Right to Know requests should decrease significantly once the state checkbook is available to the public. • There is an Advisory Group of three members of the House and three members of the Senate who determine what should be available from the TransparentNH site. • This project was a good example of the benefits to be gained when Agencies’ and DoIT partner. The technology portion of the process was minor compared to the information that DAS has had to provide.
7.	<p>Smartphone Update</p> <p>CISO Williams explained plans for Smartphone pilot on behalf of Director Gallerani who was not able to attend.</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • There are three phases to this project: <ul style="list-style-type: none"> ○ Phase 1 – Install Blackberry Express in the Granite Domain to be used with state-owned Blackberry phones. ○ Phase 2 - The Department of Education has recently funded the purchase of 25 “Good Technologies” software licenses. This software will allow us to separate personal from business data on a single phone. If a phone were lost or stolen, we would be able to remotely remove the business information. We intend to investigate the compatibility of other Smartphone. ○ Phase 3 - We will evaluate the lessons learned from the prior Phases and document statewide policies, add necessary infrastructure, and introduce additional technologies such as iPhones and androids. • Director Landry from the City of Keene said that the work being done is of great benefit to all municipalities because they can utilize the terms of State contracts.
8.	<p>Proposed IT Capital Projects for 12-13 Biennium</p> <p>CTO Catanese provided an update on a) Data Center Optimization and b) Network Operations Infrastructure update & VoIP Capital Projects:</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • Replace 8 year old equipment that backs up 205 terabyte of data stored on the servers within the Data Center with newer, better technologies that will better meet the needs for the growing demand. • Replace the core switch which was inherited from the Department of Health and Human Services in the late 1990’s. Replacing other core infrastructure. • Implement centralized management of existing VoIP implementations and expand core components to support all State Agencies. • Commissioner Rogers thanked Commissioner Hodgdon for her support of these important IT Capital Budget Requests. <p>Director Curtis explained the Business One Stop Capital Budget Project.</p> <p>Discussion Points:</p> <ul style="list-style-type: none"> • The Governor has requested that we develop a single portal to provide employers with information that they need from any/all state agencies. • There are 3 phases to this project. <ul style="list-style-type: none"> ○ Phase 1 – Enhance the end users experience by providing automated forms via the internet. ○ Phase 2 – Develop a common back-end process for processing information. ○ Phase 3 – Provide a common electronic permitting/licensing process for all agencies. • Project is expected to be completed in 14 months.

ACTION ITEMS			
ITEM #	DESCRIPTION	Assigned To	Due Date
NEXT MEETING: August 25, 2011, Location TBD			