Legislative Branch
Information Technology Planning Council
64th Montana Legislature

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RON BALDWIN

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JENNIFER SIMMONS
FONG HOM

MINUTES LOG
April 21, 2016 Conference Call
Room 102, Capitol Building
Helena, Montana

Please note: This document is a Minutes Log and provides a notation of the time elapsed between the beginning of the meeting and the time at which the item was presented or discussed, a motion was made, or a vote was taken. The narrative presented here is provided only as a guide to the audio or video record of the meeting. The official discussion, motion, or vote is available on the audio or video archive of this meeting. The Legislature does not prepare a transcript of meeting activities. The time designation may be used to locate the referenced discussion on the audio or video recording of this meeting.

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COMMITTEE MEMBERS PRESENT
Sen. Roger Webb (by phone)

Susan Fox, Chairperson
Lindsey Grovom
Marilyn Miller
Amy Carlson
Tori Hunthausen
Dale Gow

Ron Baldwin

COMMITTEE MEMBERS ABSENT
Rep. Kirk Wagoner
Robert Nelson

STAFF PRESENT
Steve Eller, CSS Manager
Mike Allen, NSS Manager
Darrin McLean, Information Services Manager
Jennifer Simmons, Financial Services Manager
Fong Hom, Committee Secretary

COMMITTEE ACTION

CALL TO ORDER AND ROLL CALL

00:00:01   Susan Fox, Chair, called the meeting to order at 9:00 a.m. The secretary visually noted roll. Sen. Webb was present by phone. Rep. Wagoner and Robert Nelson were absent. **(Attachment 3)**

UPDATE FROM THE EXECUTIVE BRANCH - Ron Baldwin, Chief Information Officer, Information Technology Services Division, Department of Administration

00:00:40   Mr. Baldwin introduced the new financial management services bureau chief, James Snyder.

00:01:00   Mr. Snyder gave a brief introduction of himself to the committee.

00:03:18   Lynne Pizzini, Deputy CIO and Chief Information Security Officer, gave an update on the Montana Information Security Advisory Council and its activities.

00:05:59   Jerry Marks gave a presentation on the state's migration to the new exchange platform and Air Watch, the mobile device management solution, and the process to enroll a mobile device on Air Watch.

Committee Questions
00:10:39   Sen. Webb asked if there is an app to enroll in Air Watch.
00:10:52   Mr. Marks said that it can be done remotely.

Role Change on Customer Relationship Managers - Ron Baldwin
00:11:36   Mr. Baldwin gave a presentation on the role of customer relationship managers. **(Exhibit 1)**

Volume 10 Update - Ron Baldwin
00:15:46   Mr. Baldwin gave update on Volume 10, which is a report of all payments made to the SITSD. **(Exhibit 2)**

SESSION SYSTEMS REPLACEMENT PROJECT UPDATE - Dale Matheson

00:21:28   Mr. Matheson **(Exhibit 3)**

DECLINING AND EMERGING TECHNOLOGY - Dale Gow, Chief Information Officer, Gordy Higgins, Operations Director, Steve Eller, Mike Allen, Darrin McLean

Declining Technology
00:32:35   Mr. Eller gave an update on Web Development Environment, LAWS Web Pages, WordPerfect and WordPerfect Perfect Script, Data Analytics, and Visual

Basic for Applications. **(Exhibit 4)**

00:34:19 Sen. Webb asked if there will be a replacement for WordPerfect. Mr. Eller said that they looked at some different products but have not made any decisions.

00:36:46 Mr. McLean gave an update on Service Management Software. **(Exhibit 4)**

Emerging Technology
00:38:13 Mr. McLean gave an update on the Enterprise Information Archiving. **(Exhibit 4)**
00:39:40 Mr. Eller gave an update on Advance Data Analytics. **(Exhibit 4)**
00:40:30 Mr. Allen gave an update on the Infrastructure. **(Exhibit 4)**

INFORMATION TECHNOLOGY/COMMUNICATIONS ISSUES - Steve Eller, Mike Allen, Darrin McLean, and Gordy Higgins

00:43:09 Mr. McLean gave an update on legislator email. **(Exhibit 5)**

Committee Questions
00:45:53 Sen. Webb asked about the 250 megabytes.

00:54:54 Mr. McLean gave an update on the Workflow Management. **(Exhibit 5)**
00:55:54 Mr. Allen gave an update on the Mobile Device Management. **(Exhibit 5)**

Committee Comments
01:03:17 Ms. Miller and Mr. Gow had a discussion on how much the Legislative Branch was connected with the Montana ITSD guidelines regarding management of mobile devices.

01:06:26 Mr. Eller discussed the Geographic Information Systems and Enterprise Content Management. **(Exhibit 5)**

Update on the activities of the Communications Office - Gordy Higgins, Operations Director
01:11:25 Mr. Higgins gave an update on the activities of the Communications Office.

Committee Comments
01:20:08 Ms. Miller discussed the proposed renovations in Room 317.
01:21:44 Mr. Higgins discussed the service and maintenance agreements with AVI.
01:23:44 Mr. Eller gave a historic perspective on the audio/video program.

IT BUDGET INITIATIVES FOR THE 2018-19 BIENNIUM - Dale Gow, Mike Allen, and Gordy Higgins

01:25:34 Mr. Gow, Mr. Allen, and Mr. Higgins gave a presentation on items under Budget Initiatives for FY 2018-19. **(Exhibit 6)**

LEGISLATOR INFORMATION TECHNOLOGY ALLOWANCE - Susan Fox

01:40:24   Ms. Fox discussed the Legislator Technology Allowance. **(Exhibit 7)**

Committee Comments

01:42:54   Ms. Miller discussed the legislator information technology allowance and the possibility of moving toward not allowing legislators to purchase any kind of computer because of the level of support needed for different mobile devices.

01:44:32   Sen. Webb suggested putting together a shopping list for the new legislators coming in next session.

PUBLIC COMMENT on any matter within the Planning Council's jurisdiction - none.

FUTURE MEETINGS, WORK PLANS, AND OTHER BUSINESS

Proposed Future Meeting Dates (June 16 and August 2)

01:46:05   There was discussion about moving the June 16 meeting to another date due to a scheduling conflict. [*The June 16 meeting date has been changed to June 23.*]

ADJOURNMENT

01:48:26   With no further business before the committee, Ms. Fox adjourned the meeting at 10:48 a.m.

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