

Information Technology Policy Advisory Committee (ITPAC) Meeting Summary

December 6, 2018

8:00 A.M. – 10:00 A.M.

Government Center – Conference Room 232

Committee Members:

Name	District/Organization	Present	Not Present
Edward Blum, Chairman	Providence District	X	
Michael Aschenaki	Lee District	X	
Dennis Carlton	Sully District	X	
Luke Chung	Fairfax County Public Schools	X	
John George	NOVA Technology Council		X
John Hanks	Federation of Citizens Association	X	
Susan Hoffman	Mason District	X	
Anne Kanter	League of Women Voters	X	
Richard Kostro	Mt. Vernon District		X
Bhaskar Kuppusamy	Hunter Mill District		X
Steven Lam	Braddock District	X	
Nikhil Suresh Shenoy	Dranesville District	X	
Kathryn Walsh	At Large Member	X	
John Yeatman	Springfield District	X	
Vacant	Chamber of Commerce		

County Staff Present:

Wanda Gibson, Chief Technology Officer (CTO)

DIT – George Coulter; Greg Scott; Mike Dent; Matt Dowd; Brian Heffern; Afsaneh Tibbs; Linda Moore; Debra Dunbar; Hilde Kjersgard; Velma Dessuit (admin support)

DMB - Kim Panzer

December 6, 2018 Meeting Agenda:



ITPAC agenda
December 6, 2018 fir

Note: Meeting Materials were distributed at the meeting and were sent electronically to ITPAC members.

ITPAC COMMITTEE MATTERS: Today's meeting was called to order at 8:10 A.M. with the opening *Call to Order and Welcome* by Committee Chair, Edward Blum. A few brief introductory remarks were made and the minutes from the November 8, 2018 meeting were approved.

MEMBERSHIP:

- Michael Aschenaki (Lee District) and Kathryn Walsh (At-Large) were reappointed for three-year terms by the Board at their November 20, 2018 meeting. In addition, at the October 30, 2018 meeting, the Board approved the FCPS School Board's nomination of Andrea Powell as FCPS representative, effective January 1, 2019

- League of Women Voters representative (currently Anne Kanter) and Hunter Mill District representative (currently Bhaskar Kuppusamy) require reappointment. Next opportunity is Board meeting on January 22, 2019
- ITPAC asked a question on what happens to their service on ITPAC if a new Board member is elected in their district in November 2019. – *In response, staff followed up with Clerk to the Board Cathy Chianese who referred us to the ITPAC Charter, which does not directly address; however, it states “Members shall be appointed by the Board for a three-year term or for the balance of an unexpired three-year term. Members whose terms have expired may continue to serve until a replacement is appointed by the Board.”*
- Luke Chung was presented with a plaque commemorating his nine years of service to ITPAC

2019 SCHEDULE:

Brian Heffern discussed a proposed calendar of seven meetings for calendar-year 2019. The proposed meeting dates are: January 24, February 28, March 28, June 27, September 26, November 7, and December 5. Brian also noted that May and October are typically the months that the Board’s IT Committee meetings. The May IT Committee meeting is scheduled for May 14 at 11:00 AM, with the October date/time still TBD.

ANNOUNCEMENTS:

CTO Wanda Gibson briefly discussed the County’s Strategic Plan process and timeline. She gives a brief overview and goes over the one page handout entitled “Fairfax County Strategic Planning Objectives.” After an ITPAC inquiry, CTO Gibson responds that the contract was awarded to Accenture. With input from Kim Panzer of DMB, the cost of the initial phase of the contract was noted. The timeline of the Strategic Planning process is still being worked out.

AGENDA

The first main agenda topic was a discussion on the IT Project Plan for the upcoming period. – **Main Presenter: Afsaneh Tibbs, DIT**

- The IT Project request process is highlighted, including the timeline, the review and evaluation process, and the fact that funding recommendations are spread out through multiple budget processes (Third Quarter, Annual process, and Carryover). Still need to go through formal budget process for approval
- CTO Gibson notes that the County Executive has consistently noted the importance of IT/technology
- IT Project Plan recommendations by Business Area (Corporate Enterprise, Tech Infrastructure, Human Services, Public Safety, Planning and Development and DPSC/E-911) are noted
- Specific projects highlighted include Cyber Security, E-Gov, Human Services Integrated Technology Project, Human Services Electronic Health Record System, Planning Land Use System (PLUS), DTA Target Project, Circuit Court Case Management System, and Enterprise ePayment Project.

During its discussion on this presentation, ITPAC noted that there is value in identifying common themes in major IT projects, such as increased security, and more modern handling of critical information which result long term savings and benefits for the citizens of Fairfax County. Discussing at this high level is beneficial when discussing with Board members.

Matt Dowd does a brief presentation on the technology now being used in CR 232. It is intended to be much more presentation friendly as the technology will allow presenters with Intel, Apple and Android devices to seamlessly display their presentations on the large screen in the room. Similar technology updates are also being made in the conference center (CR 6-10.) CR 11 is set up to be County-specific only. Matt also mentions the improved call-in capabilities of the new technology in Room 232. Board offices already set up with this technology.

The second main agenda topic was a discussion on ITPAC's December Letter to the County Executive – **Main Presenters: Wanda Gibson and Brian Heffern, DIT**

After a brief introduction noting that the letter to the County Executive was drafted with the intent of being direct, straightforward and aligned with DIT's budget submission, Chairman Blum and Kathy Walsh provide an overview of the draft document in front of them. Kathy Walsh also noted that the letter for the BOS in February will focus on broader concepts such as return on investment and other related those mentioned in earlier ITPAC meetings. Discussion ensued on the timeline the letter is required and it was determined that ITPAC members would have until COB Friday December 7 to provide any additional edits or comments to the draft. They would be compiled and then a final version would be sent to CTO Gibson/Brian Heffern for delivery to DMB and inclusion in the package of IT materials being compiled for the December 12 Senior IT Committee meeting with the County Executive, Chief Financial Officer and others.

Some other broad concepts/themes were discussed and determined should be considered for inclusion in the February/March memo to the BOS, including:

- Fairfax DIT is a leader in the State and amongst peer jurisdictions
- Service – safer, cheaper, faster - It's the expectation now

Other Issues Discussed:

A question was raised about whether the County was experiencing any pushback concerning positions (primarily network-related) being outsourced to the cloud. Greg Scott and CTO Gibson respond that there hasn't been a major issue with that in the County.

CTO Gibson also mentioned the departure of Mike Newburn and upcoming retirement of Tom Rose and the impact of their roles in DIT. Reorganization and consolidation is constant.

There was also a brief discussion of the benefit changes for County employees hired after July 1, 2019 approved by the BOS on Tuesday December 4. ITPAC noted the challenges to recruitment and retention that may result. Multiple ITPAC members note that the mission of government is of appeal to many and there will need to be a renewed focus on that.

The meeting adjourned at 9:55 A.M. The next regular ITPAC meeting is currently scheduled for January 24, 2019 at 8:00 A.M. in Room 232.