Information Technology Policy Advisory Committee (ITPAC) Meeting Summary

November 30, 2023
8:00 A.M. – 10:00 A.M.
Government Center – Room 232

Committee Members:

Name	District/Organization	Present	Not Present
Edward Blum, Chairman	Providence District	X	
Michael Aschenaki	Lee District	X*	
Carter Bates	Braddock District	X	
Anne Cahill	League of Women Voters	X*	
Dennis Carlton	Sully District	X	
Rajni Goel	Dranesville District	X*	
John Hanks	Federation of Citizens Association	X	
Susan Hoffman	Mason District	X	
Kendall Holbrook	Chamber of Commerce		X
Richard Kostro	Mt. Vernon District	X*	
Mark Lay	NOVA Technology Council	X	
Brian McMahon	Hunter Mill District		X
Sean Rastatter	Springfield District	X	
Kathryn Walsh, Vice Chair	At Large Member	X	
VACANT	Fairfax County Public Schools		X

*Anne Cahill (medical), Rich Kostro (personal), Rajni Goel (personal) and Michael Aschenaki (personal) participated in the meeting remotely, in full accordance with ITPAC's Remote Meeting Policy approved in July 2022.

County Staff Present:
DIT – Greg Scott, (CTO); George Coulter; Nate Wentland; Mike Dent; Rob Barr; Charles Gore; Brian Heffern; Zaki Horany; Michael Liddle; Crispin Netto; Charmaine Reed; Anita Rao; Kim Satterthwaite; Randhir Singh; Sheila Wright; Velma Dessuit (Admin Support)
DMB – Mark Thomas; Kim Panzer

November 30, 2023, Meeting Agenda:

ITPAC agenda
November 30 FINAL.pdf

Note: Meeting materials were posted online at www.fairfaxcounty.gov/informationtechnology/itpac and were sent to ITPAC members via email. This document will be posted on the ITPAC website.

ITPAC COMMITTEE MATTERS: Today's meeting was called to order at 8:05 A.M.

Verifying Quorum and Members of ITPAC Participating Remotely - Audio Check
After roll call and verifying that a quorum of members is participating onsite, the members of ITPAC who were participating remotely - Anne Cahill (medical), Rich Kostro (personal), Michael Aschenaki (personal); and Rajni Goel (personal) were asked to do an audio check to ensure that each member's voice is clear, audible, and at an appropriate volume for all members. Each of the remote members confirmed they could hear and be heard well. The remote members participated in the meeting in full accordance with ITPAC's Remote Meeting Policy approved in July 2022.

Despite holding this meeting in-person, alternative options for participation were made available. Members participating from remote locations did so through a dedicated Zoom video conference, meeting number **834 4624 4240** and enter passcode **778242** or live audio of the meeting could be accessed by dialing: **1-877-411-9748** and entering the conference code **2909363**.

Minutes

A motion to approve the minutes from the 9/21/23 meeting was moved by Kathy Walsh, seconded by John Hanks, and approved unanimously.

2024 Meeting Schedule

After discussion, a motion to approve the Proposed 2024 meeting schedule was moved by John Hanks, seconded by Mark Lay, and approved unanimously.

Membership Matters

- o Membership expirations on December 31, 2023: Carter Bates, Ed Blum, John Hanks, Sue Hoffman, Kendall Holbrook, and Sean Rastatter. In addition, Mark Lay (NoVA Technology Council) requires reappointment, which is expected to occur in the near future.

DISCUSSION:

The **"Issue of the Day."** segment is next on the agenda. This interactive discussion is placed on the agenda prior to any formal DIT presentations, to encourage meaningful discussion and conversation on IT topics of interest. This is an opportunity for ITPAC members to share insight into IT-related challenges and issues with which they are currently dealing and allow for discussion and/or DIT staff to ask questions.

- Dennis Carlton asks for a summary of the FY25 financial forecast presented at the Board Budget Committee meeting on 11/28/23. Brian Heffern provides a high-level overview noting the over $280 million dollar shortfall that is currently projected. This is significantly higher than the previous two fiscal years and will require significant work between now and final approval of the FY25 budget. Discussion ensues including several ITPAC members and DIT staff on the potential ramifications of this for IT and for the County at large.
- A follow up is asked about the County's Strategic Plan. CTO Greg Scott notes that it plays a very prominent role in our planning and thinking, and he also notes that it heavily influenced DIT's internal strategic planning process. CTO Scott notes that InfoTech Research Group benchmarked the county against private sector companies and the County scored well in that comparison.
- Greg Scott also noted that Generative AI policy guidance for County staff has been drafted and is in final review stage, with the goal of presenting it to the County Executive in the near term.

AGENDA:

The first presentation is titled **Fairfax County Energy and Climate Action**. *The presenter is John Morrill, Acting Director, Fairfax Office of Environmental and Energy Coordination*

- Office of Environmental and Energy Coordination (OEEC) focuses on Environmental Administration and Policy, Making County government operations greener, community programs and innovation, and climate planning. Significant coordination with other County agencies.
- Climate Action Plans focus on addressing both the cause and effects of climate change. There is both a community wide plan, CECAP, and an Operational Energy Strategy focusing on government operations addressing the cause; and a Resilient Fairfax plan focusing on the effects.

- High-level goals are discussed, i.e. achieving carbon neutrality. The required elements for carbon neutrality are clean electricity, electrification of vehicular transportation and building systems, and energy efficiency. Approximately 50% of emissions in Fairfax County are vehicular.
- Solar growth is discussed. Fairfax County is pursuing on-site solar on its own facilities. In addition, these efforts are being supplemented by the pursuit of a virtual power purchase agreement similar to what was done by Arlington County in 2019-2022. How a virtual power purchase agreement works, the Amazon/Arlington Solar Farm project, and what would a deal look like for Fairfax County are discussed at length.
- Discussion ensues about whether solar power is making energy use greener or basically covering expanded energy requirements. Answer is it depends on where you are in Virginia.
- Nuclear power and its high cost are discussed as well. Focus is now on small, modular nuclear plants, but even that is a high capital expense and significant regulatory hurdles.
- Question about grid capacity upgrades and how to get there is discussed. Mr. Morrill notes that the Planning Department is considering options on this topic. He also notes there is a solar expansion at Dulles airport being worked on. He also discussed the County's *Green Business Partners* program as well.

The next presentation is a discussion on **ITPAC's Interim Letter to the County Executive.** *The main presenter is Brian Heffern, DIT*

- Timeline is discussed. Been awaiting the Board's forecast meeting on 11/26/23.
- Context and tone of the letter are very important. Kathy Walsh wrote initial draft with input from DIT staff.
- High level discussion of several sections of the draft letter ensues. During times of fiscal stress, the importance of not cutting IT spending, but infact making additional targeted investments is noted.
- The second page of the letter focuses on what would be required to bring IT to an optimal state. Five specific areas are noted and have already been discussed by CTO Greg Scott with the County Executive in other forums. Important for ITPAC to endorse.
- Significant feedback is provided by ITPAC, including that the Digital County award should not be viewed as a finish line but as something that the business and citizens of Fairfax expect from their IT department, and it will require additional investments to maintain. IT investments are not a wish list but things that save the county money over time. ITPAC says additional successes such as the tax modernization and the Planning and Land Use System (PLUS) should be noted. Other feedback includes paring down some of the language on Page 3 in the *Challenges to Achieving the Mission* section. It is also noted that we need to keep sending a message that we need to improve our technology to keep moving forward.
- Process forward will entail incorporating this feedback, resulting in a final draft which will be circulated to ITPAC with the summary email on today's meeting. If any further edits are required, ITPAC members will need to reach out directly one-to-one with Kathy Walsh. The final version will be forwarded to DMB to be included in their December budget meeting materials with the County Executive.

The final agenda topic is a brief **Elections Update.** *The main presenter is Kim Satterthwaite, DIT*

- Kim Satterthwaite gives a brief overview of the recent elections. 41% turnout. Board of Supervisors were on the ballot. Two new supervisors will be seated as part of the new Board. Kate Hanley, Chair of the Election Commission, will provide a summary to the Board at their next meeting. Some challenges, but the election was generally smooth with a few exceptions that were quickly addressed.

- Additional DIT support will be necessary in 2024 as it will be a Presidential election year, with primaries and anticipated high turnout.
- The County is in the process of seeking to purchase new election equipment. Funds have been budgeted; however, there are issues getting the new equipment certified by the State.

Greg Scott takes the opportunity to introduce Sheila Wright to ITPAC. Sheila will be replacing Debra Dunbar (retiring) as the Director of the Human Services Branch in DIT. He also noted Adam Eldert will be taking over for Linda Moore as Director of the Public Safety Branch upon Linda's retirement this spring.

CONCLUSION:

The meeting adjourned at 10:00 A.M.

The next regular ITPAC meeting is scheduled for January 18, 2024, at 8:00 A.M. It will be one of the two statutorily permitted remote meetings in CY 2024.