DEPARTMENT OF INFORMATION RESOURCES
OPEN BOARD MEETING
Thursday, August 20, 2020, 10:00 a.m.

Online Video Conference | https://texasdir.webex.com/texasdir/onstage/g.php?MTID=eb7f75c07b33e203da45ff740b60555df

MINUTES

PRESENT
Ben Gatzke (Board Chair)
Christian Alvarado
Mike Bell
Stuart Bernstein
Stacey Napier
Jeffrey Tayon
Kara Thompson
Nancy Clark, ex-officio
Ricardo Blanco, ex-officio

ACTION
Mr. Gatzke called the meeting to order at 10:03 a.m., with a quorum present.

TOPIC
2. Chair’s Remarks
DISCUSSION
Mr. Gatzke provided information regarding the virtual meeting operations.

MOTION
A motion was made to approve the board meeting minutes of May 7, 2020 and July 9, 2020 by Mr. Bell and seconded by Ms. Thompson.

ACTION
The motion was unanimously approved.

TOPIC
3. Executive Director’s Report on Agency Performance
DISCUSSION
Amanda Crawford, DIR’s Executive Director, provided an overview update on the performance of the Agency. Ms. Crawford introduced the newest members to the DIR staff.

TOPIC
4. Finance Update
DISCUSSION
Mr. Nick Villalpando, Chief Financial Officer, presented the Fiscal Year 2021 Proposed Operating Budget and Proposed Administrative Fees, and the consideration of approval for Fiscal Year 2021 Operating Budget and Administrative Fees. Mr. Villalpando answered questions from board members and recommended a motion to approve the Fiscal Year 2021 Annual Operating Budget and Administrative Fees.

MOTION
A motion was made to approve the Department of Information Resources Fiscal Year 2021 Annual Operating Budget and Administrative Fees by Mr. Tayon and Mr. Alvarado seconded the motion.
**ACTION** There being no further discussion, the motion was unanimously approved.

**TOPIC** 5. Internal Audit Update

**DISCUSSION** Ms. Paige Buechley, Chief Audit Executive, provided information on and presented two recommended motions to the board; the approval of Audit Cooperative Contracts Late Fees Report and approval of DIR Annual Audit Plan for Fiscal Year 2021. Ms. Buechley and Mr. Hershel Becker answered questions from board members.

**MOTION** A motion was made to approve the Audit of Cooperative Contracts Late Fees by Mr. Bell and Mr. Bernstein seconded the motion.

**ACTION** There being no further discussion, the motion was unanimously approved.

**MOTION** A motion was made to approve the DIR Annual Audit Plan for Fiscal Year 2021 by Mr. Alvarado and Mr. Bell seconded the motion.

**ACTION** There being no further discussion, the motion was unanimously approved.

**TOPIC** 6. Chief Procurement Office Update

**DISCUSSION** Ms. Colleen Berkley, Director of Procurement Services, presented the motion to approve the DIR procurement plan for Fiscal Year 2021.

**MOTION** A motion was made to approve the Fiscal Year 2021 Procurement Plan including procurements for DIR, Cooperative Contracts, and Shared Technology Services by Mr. Bell and Mr. Alvarado seconded the motion.

**ACTION** There being no further discussion, the motion was unanimously approved.

**DISCUSSION** Mr. Hershel Becker, Chief Procurement Officer, provided an update on Cooperative Contracts for Fiscal Year 20 Quarter 3, the HUB report, and outreach efforts. Mr. Becker answered questions from board members.

**TOPIC** 7. General Counsel Update

**DISCUSSION** Ms. Christi Brisky, Assistant General Counsel, presented on and recommended a motion to adopt two proposed rule amendments, 1 TAC 204 – Interagency Contracts for Information Resources Technologies and 1 TAC 216 – Project Management Practices.

**MOTION** A motion was made to adopt the proposed rule repeal and authorize publication of the notice of repeal for 1 TAC Chapter 204 in the Texas Register by Ms. Thompson and Mr. Bernstein seconded the motion.

**ACTION** There being no further discussion, the motion was unanimously approved.

**MOTION** A motion was made to adopt the proposed rule amendment and authorize publication of the notice of adoption for 1 TAC Chapter 216 in the Texas Register by Mr. Bell and Mr. Bernstein seconded the motion.
ACTION  There being no further discussion, the motion was unanimously approved.

TOPIC  8. Chief Technology Office Update

DISCUSSION  Mr. John Hoffman, Chief Technology Officer, covered the process in which DIR is helping customers with cost optimization and the ongoing COVID-19 support efforts to Texas Health and Human Services and the Department of State Health Services.

TOPIC  9. Chief Data Office Update

DISCUSSION  Mr. Ed Kelly, Chief Data Officer, covered the Texas Data Management Program highlights, ongoing DIR COVID-19 support efforts, DIR production support project history, and the Open Data Portal.

TOPIC  10. Chief Information Security Office Update


TOPIC  11. Chief Operations Office Update

DISCUSSION  Mr. Dale Richardson, Chief Operations Officer, covered operational performance for the Shared Technology Services Program, Texas.gov, Next-Gen Transition High-Level Schedule, Communications Technology Services Program, and the Capitol Complex Telephone System.

TOPIC  12. Program Development Office Update

DISCUSSION  Ms. Endi Silva, Director of Program Development, provided an update on the one year anniversary of the Program Development Office; including a break down on the number of design requests and publications, social media highlights, outreach updates and discussion, and the DIR website redesign.

TOPIC  13. Public Testimony

No public testimony

MOTION  A motion was made to adjourn the meeting by Ms. Thompson and Mr. Alvarado seconded the motion.

ACTION  The meeting adjourned at 11:43 a.m.

Approved by the Board Chair: