

**DEPARTMENT OF INFORMATION RESOURCES
OPEN BOARD MEETING**

Thursday, October 24, 2019, 10:00 a.m.

300 West 15th Street, Conference Room 103, Austin, Texas 78701

MINUTES

- PRESENT** Ben Gatzke (Board Chair)
Christian Alvarado
Stuart Bernstein
Stacey Napier
Jeffrey Tayon
Kara Thompson
Anh Selissen, *ex-officio*
Nancy Clark, *ex-officio*
- ACTION** *Mr. Gatzke* called the meeting to order at 10:00 a.m., with a quorum present.
- TOPIC** **2. Chair’s Remarks**
- Ben Gatzke welcomed Anh Selissen to the DIR Board of Directors.
- Consider approval of meeting minutes from August 22, 2019, board meeting.
- MOTION** A motion was made to approve the board meeting minutes by *Ms. Napier* and seconded by *Mr. Alvarado*.
- ACTION** The motion was unanimously approved.
- TOPIC** **3. Executive Director Update**
- 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 and Internal Audit Update**
- DISCUSSION** Mr. Nick Villalpando, Chief Finance Officer, presented FY19 Financial Operating Results and the Fund Balance as of August 31, 2019.
- DISCUSSION** Ms. Paige Buechley, Chief Audit Executive, presented the Internal Audit Activity Charter as well as the FY19 Internal Audit Annual Report. The Finance and Audit Subcommittee Charter will not be presented.
- MOTION** A motion was made to approve the Internal Audit Activity Charter and to approve the FY 2019 Internal Audit Annual Report by *Ms. Thompson and Mr. Tayon* seconded the motion.

- ACTION** The motion was unanimously approved
- TOPIC** **5. Chief Procurement Office Update**
- DISCUSSION** Mr. Hershel Becker, Chief Procurement Officer, provided an update on the Chief Procurement Office as well as the presentation of two action items.
- Ms. Aiko Neill, Director of Enterprise Contracts, presented contract renewal items for the TEX-AN contracts. The first contract being presented is with Time Warner Cable Texas, LLC.
- MOTION** A motion was made to approve the transfer from Time Warner Cable Texas, LLC., exercise remaining (2) renewal options, add optional extension language to contract (TEX-AN Contract DIR-TEX-AN-NG-CTSA-008), and delegate authority to Executive Director or designee to execute contract amendment by *Mr. Tayon and Ms. Napier* seconded the motion.
- ACTION** The motion was unanimously approved
- DISCUSSION** Ms. Aiko Neill, Director of Enterprise Contracts, presented the contract for Verizon Business Services, Inc.
- MOTION** A motion was made to approve amendment to exercise remaining (2) renewal options and add optional extension language to Verizon Business Network Services, Inc. contract, and delegate authority to Executive Director or designee to execute contract amendment by *Mr. Tayon and Mr. Alvarado* seconded the motion.
- ACTION** The motion was unanimously approved
- DISCUSSION** Mr. Hershel Becker gave the Chief Procurement Office report update.
- TOPIC** **6. Office of General Counsel Update**
- DISCUSSION** Ms. Christi Brisky, Assistant General Counsel, presented rule consideration recommendations; Notice of Rule Review 1 TAC Chapter 211, 1 TAC Chapter 212, 1 TAC Chapter 216 and 1 TAC Chapter 217; and Adopted Amendment 1 TAC Chapter 213. Additional, Ms. Brisky presented the rule review schedule.
- MOTION** A motion was made to approve Notice of Rule Review and authorize publication of the notice of rule review for 1 TAC Chapter 211, 1 TAC Chapter 212, 1 TAC Chapter 216, and 1 TAC Chapter 217 in the *Texas Register* for thirty days by *Ms. Thompson and Mr. Bernstein* seconded the motion.
- ACTION** The motion was unanimously approved
- MOTION** A motion was made to adopt the proposed rule and authorize publication of the notice of adoption for 1 TAC Chapter 213 in the *Texas Register* by *Mr. Alvarado and Ms. Clark* seconded the motion.

ACTION The motion was unanimously approved

TOPIC **7. Chief Technology Office Update**

DISCUSSION Mr. John Hoffman, Chief Technology Officer, presented the 2020-2024 State Strategic Plan.

MOTION A motion was made to approve the 2020-2024 State Strategic Plan for Information Resource Management in substantially the form included in the Board materials by *Ms. Napier and Mr. Bernstein* seconded the motion.

ACTION The motion was unanimously approved

DISCUSSION Mr. Jeff Kline, Statewide Accessibility Coordinator, gave an overview of DIR’s Electronic and Information Resources Accessibility Training, including Access University and DIR Accessibility Web Scanning.

TOPIC **8. Chief Information Security Office Update**

DISCUSSION Ms. Nancy Rainosek, Chief Information Security Officer, presented an overview including on the Statewide Information Security Program, Security Assessments and Election Assessments.

TOPIC **9. Chief Operations Office Update**

DISCUSSION Mr. Dale Richardson, Chief Operations Officer, covered operational performance for the Shared Technology Services Program, Texas.gov, Communications Technology Services Program, and the Capitol Complex Telephone System.

TOPIC **10. Office of Chief Data Officer Update**

DISCUSSION Mr. Ed Kelly, Chief Data Officer, provided updates on the Texas Data Management Program, the growth of the Open Data Portal and the Texas Data Management Program.

TOPIC **11. Program Development Office Update**

DISCUSSION Ms. Endi Silva, Director of Program Development, presented a brief introduction on the Program Development Office and the tasks which are currently before PDO.

TOPIC **12. Public Testimony**

No public testimony

MOTION A motion was made to adjourn the meeting by *Mr. Bernstein and Mr. Tayon* seconded the motion.

ACTION The meeting adjourned at 11:46 a.m.

Approved by the Board Chair:

Ben Gatzke, Chair

Date