



**Virginia Cybersecurity Planning Committee**  
**October 18, 2023 - 10:00 a.m.**  
**7235 Beaufont Springs Dr, Mary Jackson Boardroom,**  
**Richmond, VA, 23225**

**Call to Order:**

A meeting of the Virginia Cybersecurity Planning Committee was called to order at 10:02 am. Mr. Watson welcomed the members. Mr. Heslinga called the roll.

**Presiding:**

Michael Watson, Committee Chair, Chief Information Security Officer, Virginia IT Agency

**Members Present:**

Diane Carnohan, Chief Information Security Officer, Virginia Department of Education

Robbie Coates, Director, Grant Management and Recovery, VDEM

Adrian Compton, Tribal Administrator, Monacan Indian Nation

Charles DeKeyser, Major, Virginia Army National Guard. Major Dekeyser is on temporary duty from his home base for the National Guard.

John Harrison, IT Director, Franklin County

Derek M. Kestner, Information Security Officer, Supreme Court of Virginia

Benjamin Shumaker, Cyber Security Specialist, King William County Government.

Stephanie Williams-Hayes, Chief Information Security Officer, Virginia Department of Health

Wesley Williams, Executive Director of Technology, Roanoke City Public Schools

**Members Participating Remotely:**

Alicia N. Andrews, Office of the Governor

Brenna R. Doherty, Chief Information Security Officer, Department of Legislative Automated Systems

Beth Burgin Waller, Chair, Cybersecurity and Data Privacy Practice, Woods Rogers Vandeventer Black. Wesley Williams, Executive Director of Technology, Roanoke City Public Schools

Ms. Andrews and Ms. Waller participated from their residence because their principal residence is more than 60 miles from the meeting location.

Ms. Doherty participated remotely due to personal reasons.

**Members Not Present:**

Michael Dent, Chief Information Security Officer, Fairfax County Department of Information Technology

Major Eric W. Gowin, Virginia State Police

**Staff Present:**

Joshua Heslinga, Director of Legal & Legislative Services, Virginia IT Agency

Joshua Reynolds, Assistant Attorney General, Office of the Attorney General

Mylam Ly, Legal Compliance & Policy Specialist, Virginia IT Agency

**Review of Agenda:**

Ms. Ly provided an overview of the agenda and corresponding items in the digital meeting packets.

### **Approval of Minutes:**

The August meeting minutes were displayed on the screen. Upon a motion by Mr. Shumaker and duly seconded by Mr. Kestner, the committee unanimously voted to adopt the August meeting minutes.

### **Grant Update**

Mr. Coates provided the year 2 grant update. The year 2 grant application was submitted for approximately 8.7 million dollars. The amounts for Year 3 and year 4 will decrease. The period of performance will be December 1, 2023 – November 1, 2027, seven years for all four grants. Award information should come shortly from FEMA.

The Year 1 cybersecurity plan was fully approved by FEMA.

### **Survey of Interest**

Mr. Watson reviewed the outcomes of the survey of interest with the committee. There was a total of 140 applicants, of which 1% were tribal and 2% were vendors. Mr. Watson reviewed the PowerPoint presentation. Following reviewing the survey of interests the committee discussed prioritizing year 1 funds.

### **Prioritizing Year 1 Funds**

During the discussion of year one funds, the grant requirements were discussed including the requirement for 25% of the funds be allocated to rural localities, and assessments being a foundational piece for the application. There was a discussion on assessments being the first project. Once assessments were completed additional projects would be released. Localities that did not fill out the survey of interest were still eligible to apply for various projects.

There was further discussion on prioritizing based on

1. Prioritizing based on risk
2. Setting a ceiling or floor per service.
3. Hybrid of the two above. Start with assessments then moving to other prioritized segments.

Returning to the discussion on assessment, the committee felt that assessments would help inform the needs and future investments of the project.

### **Contract Options Discussion**

The committee then reviewed the contract options document. These were contracts that were known to GSA and state that were put together in a way to be informational to localities about what options they have. The document was designed to inform existing options and what it takes to make use of these. Vendors interested in being on the list of contract options refer them to [cyberplanning@vita.virginia.gov](mailto:cyberplanning@vita.virginia.gov)

### **Public Comment Period:**

There were no public comments.

### **Other Business:**

Mr. Watson opened the floor for other business. Mr. Watson discussed hiring a Project Manager to assist with the grant. Ms. Ly discussed travel forms.

### **Adjourn**

Upon a motion by Major Dekeyser and duly seconded by Ms. Carnohan, the committee unanimously voted to adjourn the meeting 11:23am.