



Virginia Cybersecurity Planning Committee  
September 18, 2024 - 10:00 a.m.  
7235 Beaufont Springs Dr, Mary Jackson Boardroom,  
Richmond, VA, 23225



Committee contact address: [cybercommittee@vita.virginia.gov](mailto:cybercommittee@vita.virginia.gov)

**Call to Order:**

A meeting of the Virginia Cybersecurity Planning Committee was called to order at 10:01 am.

**Presiding:**

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

**Members Present In-Person:**

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

Robbie Coates, Director, Grant Management and Recovery, VDEM

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

Charles Huntley, Director of Technology, County of Essex

Ken Pfeil, Chief Data Officer, Commonwealth of Virginia

Glendon Schmitz, Chief Information Security Officer, Department of Behavioral Health and Developmental Services

**Members Participating Remotely:**

Uma Marques, Information Technology Director, Roanoke County Government

Beth Burgin Waller, Chair, Cybersecurity and Data Privacy Practice, Woods Rogers Vandeventer Black

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

Ms. Burgin Waller, Ms. Marques, and Mr. Willams participated remotely because her principal residence is more than 60 miles from the meeting location.

**Members Not Present:**

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

Charles DeKeyser, Major, Virginia Army National Guard

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

Brandon Smith, Chief Information Officer, Department of Elections

Lisa Walbert, Deputy Secretary of Public Safety and Homeland Security

**Staff Present:**

Mary Fain, Program Manager, Virginia IT Agency

Erica Bland, Manager, IT Security Governance and Compliance, Virginia IT Agency

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

Patrick Disney, Coordinator Legal & Legislative Services, Virginia IT Agency

Sam Taylor, PR & Marketing Specialist, Virginia IT Agency

**Review of Agenda:**

Mr. Disney provided an overview of the agenda and corresponding items in the digital meeting packets.

### **Approval of Minutes:**

Because there was not a physical quorum and the meeting had not been noticed as an all-virtual meeting, there was no vote to approve the minutes. That will be done at the next meeting.

### **Financial Update and Update on Assessments Projects**

Ms. Fain gave an update on finances. For program year 1 (federal FY2022), there are \$71k in actual M&A expenses, \$550k allocated for statewide projects, and \$1.8M allocated for local passthrough projects, leaving ~\$2M remaining for passthrough grants. Year 2 (federal FY2023) funds all remain available: ~\$500k M&A (5%), \$1.6 statewide (15%), and \$8.7M local passthrough (80%). Program year 2 represents the largest grant award year for the program.

Ms. Fain also gave an update on the assessments project. 99% of localities have been scheduled for assessments. 123 out of 170 have been delivered for review by VITA security, 85 have been completed. A breakdown of locality characteristics for the was also given for the assessments accepted to date: 46% are public school districts, 28% are from local government and 26% are other. 61% are rural, 28% are non-rural and 12% are both.

Ms. Fain also gave an update on timelines. Assessments are wrapping up in early October, then the beginning to build out tools and materials for the next round of projects will start. Approximately December – January, it is expected that applications will be submitted, with award decisions, any related RFPs, and project execution to begin in early 2025.

### **Preparing for Project Submissions**

Mr. Watson proposed for the Committee to discuss how funds should be identified or used for each objective or priority in the available funding years and what information the Committee needs to make those decisions.

Some notes regarding that discussion: Statistics covering the data on the expected impact of recommendations in these assessments were displayed. It was noted that school districts have higher existing cyber baselines and more resources from federal and state funding that have given them a higher level of cyber resilience so far. Criteria needs to be finalized by the October meeting, as far as prioritizing objectives and approving use of funding. Those who have completed assessments will have done most of the application work already, so we likely can open for applications quickly and the end of year may be a good time to do this. Many of the localities will need implementation assistance. Assessors and localities generally agree on where they think they are and what implementation model should be chosen. Assessors and localities generally agree between recommended objectives and interest in working on these objectives. The Committee's decisions likely will focus on those sub-categories that can make the biggest impact and utilize funding for largest majority increase impact areas.

### **Public Comment Period:**

There were no public commenters.

### **Other Business:**

Mr. Watson opened the floor for other business. Mr. Disney reminded members to complete their travel forms and that the next meeting is scheduled for October 30<sup>th</sup> at 10am. Staff will follow up with Committee members to emphasize the need for attendance and a physical quorum at that meeting.

### **Adjourn**

Upon a motion by Mr. Pfeil and seconded by Ms. Carnohan, the meeting was adjourned at 11:17 am.