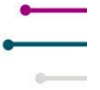




Information Technology Advisory Council (ITAC)  
December 8, 2022 - 1 p.m.  
The Boulders, Mary Jackson Conference Room



**Call to Order and Welcome**

The Information Technology Advisory Council meeting was called to order at 1:02 p.m. Mr. Bob Osmond, CIO of the Commonwealth welcomed all the members.

**Administering/coordinating (in the absence of a Chair and Vice-Chair):**

Joshua Heslinga, Director, Legal and Legislative Services, Virginia IT Agency.

**Members Present:**

Bob Osmond, CIO of the Commonwealth

Cherif Kane

Lyn McDermid, Secretary of  
Administration

James S. Kraemer

John A. Craft

Constantina Kozanas

Goutam Gandhi

Adam S. Lee

Anthony T. Gitalado

Dr. Timothy M. Tillman

**Virtual Members:**

George "Bryan" Slater, Secretary of  
Labor

Senator Jennifer B. Boysko of  
Northwestern Fairfax

Senator Bill DeSteph of Virginia Beach

Senator John J. Bell of Loudoun

**Members Not Present:**

Phea Ram

Robert I. Turner

**Staff Present:**

Leslie Allen, Senior Assistant Attorney,  
Office of the Attorney General

Stephanie Benson, External  
Communication & Outreach Manager,  
Virginia IT Agency

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

Mike Watson, Chief Information Security  
Officer, Virginia IT Agency

### **Review of Agenda**

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

### **ITAC Legislation Overview**

Mr. Heslinga provided an overview of the ITAC Legislation reviewing new legislation, composition of members and its role as an advisory body.

### **Overview of Roberts Rules of Order**

Ms. Ly provided an overview of Roberts Rules of Order.

### **Electronic Participation Policy**

Ms. Ly provided an overview of the Electronic Participation Policy. Upon a motion by Mr. Gandhi and duly seconded by Mr. Craft, the committee unanimously voted to adopt the Electronic Participation Policy.

### **Welcome Electronic Members**

Upon adoption of the Electronic Participation Policy, ITAC welcomed its virtual members.

### **Charter and Bylaws**

Mr. Heslinga provided an overview of the Charter and Bylaws. Upon a motion by Mr. Kraemer and duly seconded by Mr. Lee, the committee unanimously voted to adopt the Charter and Bylaws.

### **Nominations and Voting for Chair and Vice-Chair**

Mr. Heslinga reviewed eligibility for Chair. The Secretary and CIO cannot be Chair of the council. The floor was opened for self-nominations. Mr. Craft and Dr. Tillman self-nominated for the position of chair. Mr. Gandhi and Ms. Kozanas self-nominated for the position of Vice-Chair. The nominees for Chair provided brief overviews of their background. By a show of hands Mr. Craft received nine (9) votes, a majority of the votes for Chair. Mr. Gandhi and Ms. Kozanas provided a short speech on their

background. By a show of hands Ms. Kozanas received ten (10) votes, a majority of votes for Vice-Chair.

## **Break**

## **Cybersecurity in the Commonwealth**

Mr. Watson presented on Cybersecurity in the Commonwealth which covered the scope of VITA cybersecurity responsibilities, threat landscape, cybersecurity priorities, incident reporting and the state and local cybersecurity grant program. There were discussions on VITA's role with local government, MS-ISAC, cybersecurity insurance coverage and work being done to help teachers access student data.

## **Information Technology Modernization**

Secretary McDermid and Mr. Osmond presented on IT Modernization which covered the executive branch scope of service, Commonwealth strategic initiatives, Commonwealth IT Investment Management, assessments, and initiatives.

## **Public Comment Period**

There were no public comments.

## **2023 Meeting Dates**

Proposed 2023 meeting dates were presented to the members. Three meetings are planned, in May, September, and December. Members will be polled to confirm the May meeting date.

## **Other Business**

Mr. Heslinga reminded the council to copy the ITAC email ([itac@vita.virginia.gov](mailto:itac@vita.virginia.gov)) when corresponding related to ITAC business and invited feedback for the next meeting.

Ms. Ly covered travel forms for the council members. There was a discussion on how the council could best support the administration.

## **Adjourn**

Upon a motion by Mr. Craft and duly seconded by Mr. Kraemer, the meeting was adjourned at 2:58 p.m.