



Virginia Cybersecurity Planning Committee  
January 17, 2024 - 10:00 a.m.  
7235 Beaufont Springs Dr, Mary Jackson Boardroom,  
Richmond, VA, 23225



## DRAFT MINUTES

### Call to Order:

A meeting of the Virginia Cybersecurity Planning Committee was called to order at 10am. Mr. Watson welcomed the members and introduced Mary Fain as a new project manager for Virginia's participation in the SLCGP. Ms. Williams-Hayes, who has moved to VSP and will be leaving the Committee, was thanked for her service.

### 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

Charles DeKeyser, Major, Virginia Army National Guard.

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

Maj. Eric W. Gowin, Division Commander- Information Technology Division, Virginia State Police.

Charles Huntley, Director of Technology, County of Essex

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

### Members Participating Remotely:

Adrian Compton, Tribal Administrator, Monacan Indian Nation

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

Aliscia N. Andrews, Deputy Secretary of Homeland Security, Office of the Governor

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

Mr. Compton, Mr. Williams, Ms. Andrews and Ms. Waller attended virtually because their primary residence was more than 60 miles away.

### Members Not Present:

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

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

### Staff Present:

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

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

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

Mary Fain, Project Manager, Virginia IT Agency

Sam Taylor, Public Relations & Marketing 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 December meeting minutes were displayed on the screen. Upon a motion by Mr. Gowin and duly seconded by Ms. Carnohan committee unanimously voted to adopt the meeting minutes.

**Statement of Requirements/Assessments**

Mr. Watson reviewed the statement of requirements and the next steps. Committee members will have the opportunity to preview information, announcements and other correspondence to forward to their networks. There was a discussion on working with localities to obtain assessments and spending limits. Initial application preference will go to rural localities to ensure VCPC is hitting the 25% of the rural grant requirement. VITA will handle applications with VDEM making it easier for localities in terms of applications, federal grant paperwork. Applications for localities will identify and/or describe the organization and main contact for assessment. Additional requirements will include consent from localities for VITA to spend funds on services on their behalf. Following receiving the applications, an estimate of the number of assessments will assist with finalizing the SOR.

There was a motion by Mr. Huntley to release application for localities to apply for the first project (assessments), seconded by Ms. Carnohan. Following the motion was the roll call vote (11-Y 0-N)

YEAS – Andrews, Carnohan, Coates, Compton, Dekeyser, Doherty, Hayes, Huntley, Waller, Watson, Williams-- 11

NAYS – 0

Abstentions – 0

The motion to release application for localities to apply for the first project (assessments) passed.

There was a second motion by Mr. Coates to authorize VITA and VDEM to complete necessary administrative grant work to proceed with the first project (assessments), seconded by Mr.

Dekeyser. Following the motion was the roll call vote (11-Y 0-N)

YEAS – Andrews, Carnohan, Coates, Compton, Dekeyser, Doherty, Hayes, Huntley, Waller, Watson, Williams-- 11

NAYS – 0

Abstentions – 0

The motion to authorize VITA and VDEM to complete necessary administrative grant work to proceed with the first project (assessments) passed.

**Legislative Update**

Mr. Heslinga reviewed legislation from the 2024 Virginia General Assembly relevant to the VCPC. Bills mentioned or discussed were HB1095 & SB222, HB651, HB666, HB706, SB487, and HB242/SB242.

**Public Comment Period:**

No public comment.

**Other Business:**

Mr. Watson opened the floor for other business. Mr. Disney discussed travel documents and the next meeting February 21, at 10am.

**Adjourn**

Upon a motion by Mr. Gowin and duly seconded by Ms. Carnohan, the committee unanimously voted to adjourn the meeting at 11:04 am.