



Information Technology Advisory Council (ITAC)



MINUTES – August 13, 2025 – 10:00 a.m.

Call to Order and Welcome

The Information Technology Advisory Council meeting was called to order at 10 a.m. Mr. Craft welcomed all the members. Ms. Ly called the roll.

Presiding:

John Craft, Chair

Members Present:

Adam S. Lee

Delegate Joshua E. Thomas

Sam Nixon

Senator Bill DeSteph

James S. Kraemer

Lyn McDermid, Secretary of Administration

Delegate Fernando “Marty” Martinez

Bob Osmond, CIO of the Commonwealth

Delegate Jackie H. Glass

Commissioner Demetrios Melis on behalf of Secretary Slater

Virtual Members:

Anthony T. Gitalado

Dr. Timothy M. Tillman

Robert I. Turner

Delegate Michael Feggans

Senator Saddam A. Salim

Senator Jennifer B. Boysko

Mr. Gitalado, Mr. Turner, Dr. Tillman, Delegate Feggans, Senator Salim, and Senator Boysko participated remotely due to distance or travel.

Members Not Present:

Dena Kozanas, Vice-Chair

Ram Phea

Kane Cherif

Staff Present:

Joshua Heslinga, Director, Legal and Legislative Services

Michael Watson, Chief Information Security Officer

Mylam Ly, Policy & Governmental Affairs Manager

Brahma Alaparthy, Chief of Enterprise and Cloud Solutions

Harper Minarik, CAO Administration Specialist

Naveen Abraham, Chief of Core Infrastructure Services

April Gauldin, Legal & Legislative Services Coordinator

Richard Matthews, Chief Customer Experience Officer

Sam Taylor, External Communications Manager

Review of Agenda

Ms. Ly provided an overview of the agenda.

Readoption of Remote Participation Policy

Mr. Heslinga reviewed the readoption of the remote participation policy. No substantive changes were made and ITAC's policy remains to allow remote participation to the full extent permitted by law. Virginia Code § 2.2-3708.3 requires the policy be adopted by a vote at least once annually. Upon a motion by Delegate Thomas to approve the Remote Participation Policy, and seconded by Mr. Lee, the motion was unanimously approved.

Minutes

The April meeting minutes were displayed on the screen. Upon a motion by Delegate Martinez to approve the minutes, and seconded by Delegate Thomas, the motion was unanimously approved through a voice vote.

Application Modernization and Six-Year Plan Update

Mr. Matthews presented on Application Modernization and the Six-Year Plan. He noted 61 of 62 agency IT Strategic Plans (ITSPs) are complete – an unprecedented milestone. Of the 2,552 applications assessed, 344 required urgent attention, while 1,600 were in stable condition. A total of 865 applications were identified for modernization, with 603 included in the six-year plan. About 500 applications are planned for FY’24-26 and 200 applications remain unsolved or unplanned post FY’30 and need more work. VITA is working with agencies to consolidate efforts and provide enterprise-level support through platforms and tools like the Microsoft Power Platform, RPA, and AI tools. More information can be found in the presentation.

Following Mr. Matthews, Mr. Alaparthi highlighted the transition from custom development to leveraging Microsoft platforms and AI. He discussed the development of the Commonwealth App Store, which aims to share applications across agencies, supporting both shared services and database support needs. He also noted the use of AI to enhance productivity, assist in coding, and potentially identify technical debt.

Several issues were raised during discussion, including the impact of removing legacy applications on existing data linkages and dependencies, the risk of data gaps when consolidating multiple systems, challenges related to data access and privacy, particularly with older applications, and ensuring enterprise security and safe use of AI in developing environments. The importance of properly handling sensitive data was emphasized, with a focus on encryption, data classification, and privacy. While agencies maintain autonomy, there was agreement on the need to use standards to ensure compliance across operational, financial, and security domains. Additional concerns included whether agencies have the resources to update their applications and the possibility of pre-funding development efforts. Suggestions were made to establish a transformation office or committees for agency heads across the Commonwealth to bridge business and IT, and to replicate successful models, such as the permitting system, for broader modernization efforts. Testing this model with FOIA was suggested.

Cybersecurity Risk Management

Mr. Watson presented on cybersecurity risk management, outlining threats such as AI-driven phishing, ransomware, and security threats from China, Russia, Iran, and North Korea. He emphasized the need for improved cyber hygiene, stronger control for privileged accounts, and secure AI integration. Also discussed were completed cybersecurity projects, including the rollout of Splunk, updated multifactor authentication (MFA) protocols, and new vulnerability management tools. The State and Local Cybersecurity Grant Program (SLCGP) has been awarded \$25 million and has obtained participation from 159 local entities, with a focus on rural areas and critical security improvements. There was also discussion about whether localities have a forum to share cybersecurity challenges, with examples given of improved collaboration through groups like ValGITE and VCPC. More information can be found in the presentation.

Members asked questions about training requirements and accessibility for privileged accounts, with confirmation that VITA provides infrastructure-level training, though enhanced monitoring remains necessary. Additional subjects of discussion included cognitive security and the risk of AI-related data leakage, with data loss prevention (DLP) tools currently being explored. There were also questions about third-party risk management, and it was confirmed that contractual controls are in place. Also discussed was transitioning from a defense model to a trust-based approach, with suggestions such as implementing passkeys and emphasizing employee education on security.

Officer Elections

Mr. Heslinga led the nomination and election of the Board Chair and Vice Chair, with the newly elected individuals to assume their roles at the next meeting in December. It was noted that, by code, the Chief Information Officer and the Secretary of Administration are ineligible to serve as Chair. As previously discussed, nominations were solicited, and both positions were uncontested.

Ms. Dena Kozanas, currently serving as Vice Chair, was nominated for the position of Chair. A motion was made by Mr. Lee and seconded by Delegate Thomas and Mr. Nixon to approve Ms. Kozanas as Chair. There was no discussion, and the motion carried unanimously.

Mr. Adam Lee was nominated for the position of Vice Chair. A motion was made by Mr. Nixon and seconded by Delegate Thomas to approve Mr. Lee as Vice Chair. There was no discussion, and the motion carried unanimously.

Public Comment Period

There were no public comments.

Other Business

Mr. Craft opened the floor for other business. Ms. Ly discussed travel forms and the next meeting.

Adjourn

At 11:42 a.m., the meeting was adjourned after a motion was made by Mr. Nixon and seconded by Mr. Lee.