



MEETING MINUTES

Call to Order and Welcome:

The meeting was called to order at 1:02 pm by Mr. Craft. Mr. Craft welcomed back the members and welcomed Commissioner Melis, designee of Secretary Slater.

Mr. Heslinga reviewed virtual meeting requirements including, but not limited to:

- The meeting was fully virtual, which was noticed on Friday, December 6.
- All meeting materials were available through the agenda link on the page for the meeting on the Virginia Regulatory Town Hall and posted in the chat. Necessary information for attending the meeting virtually was also available on Town Hall. Both were fully available to the public on Monday, December 9.
- The public had an opportunity to join this meeting virtually (as with all ITAC public meetings), and there was an opportunity to provide public comment during the customary times (virtually and by email), and there was an opportunity now for public attendees to notify the host through the chat of their desire to give public comment during the Public Comment period.
- No more than two members may be together in any one location unless that location is open to the public.
- For purposes of a quorum, members are considered absent during any portion of the meeting in which their audio-visual connection fails.

Presiding:

John Craft, Chair

Members

Chief Information Officer of the Commonwealth
Robert Osmond

Deputy Secretary of Administration Bradley
Phillips (designee of Secretary McDermid)

Commissioner Melis (designee of Secretary
Slater)

Delegate Joshua Thomas

Delegate Kannan Srinivasan

Delegate Marty Martinez

Delegate Michael Feggans

Senator Bill DeSteph

Senator Jennifer Boysko

Senator Saddam A. Salim

Anthony Gitalado

Dena Kozanas

Sam Nixon

James Kraemer

Members Not Present:

Robert Turner

Cherif Kane

Phea Ram

Adam Lee

Dr. Timothy Tillman

VITA Personnel Present

Amy Braden, Director, Security Governance,
Virginia IT Agency

Mike Watson, Deputy CIO & Chief Information
Security Officer, Virginia IT Agency

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

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

Patrick Disney, Coordinator, Virginia IT Agency

Review of Agenda

Ms. Ly provided an overview of the agenda.

Approval of Minutes

The August meeting minutes were displayed on the screen. Upon a motion by Mr. Kraemer, and seconded by Senator Boysko, the Council unanimously voted to adopt the meeting minutes.

Cybersecurity Governance

Amy Braden, Director of Security Governance at VITA presented on Cybersecurity Governance. Ms. Braden reviewed VITA's authority and scope focusing on key policies and standards for addressing cybersecurity. There were several questions from members. Topics covered included flexibility challenges in applying policies, opportunities for improvement, updates to cybersecurity standards and NIST alignment, and increased guidance, training, and engagement. Ms. Braden also discussed the collaborative review process and efforts to enhance compliance and adaptability across diverse agencies.

IT Planning and Modernization in the Executive Branch

Robert Osmond, Chief Information Officer of the Commonwealth, presented on IT Planning and Modernization in the Executive Branch and a Six-Year IT Modernization Plan. Mr. Osmond reviewed Virginia's current IT planning, which includes: 2023-2027 Technology Strategies, agency IT strategic plans, and the Recommended Technology Investment Projects (RTIPs) report. The RTIP Report provides an annual overview of Commonwealth IT investments for the General Assembly, ensuring transparency and alignment with business strategies while identifying opportunities for cost control and efficiency. Each agency is required to submit an IT strategic plan every two years, outlining critical needs for the next one to five years,

addressing funding, staffing and aging systems. Overall goals include driving better, faster decision making through data, cultivating statewide IT talent capability, and protecting Virginians through cybersecurity.

Mr. Osmond then went onto discuss a proposed six-year IT modernization plan, which aims to address technical debt, improve cybersecurity; and enhance system sustainability through a structured assessment and prioritization process. Agencies evaluate applications based on criteria such as criticality, cybersecurity vulnerabilities, and technical sustainability with modernization needs scored and ranked. The 70/20/10 budget model guides investment decisions. This approach integrates agency needs while ensuring alignment with Commonwealth strategies, adaptability, and the efficient use of resources for long-term IT transformation. Mr. Osmond discussed ITAC's proposed role of advising on, reviewing, and endorsing or recommending the final six-year IT modernization plan, which would fulfill and further existing ITAC statutory duties:

- Advising the CIO on strategies and priorities for information technology for executive branch agencies;
- Advising the CIO on information technology planning and projects;
- Advising the CIO on policies, standards, and guidelines for information technology and data of the Commonwealth;
- Advise the CIO on information technology budgeting, investments, and expenditures.

Public Comment Period

There were no public comments virtually or by email in advance of the meeting, and no member of the public spoke up in the meeting chat to ask to offer public comment.

Other Business

Mr. Craft opened the floor for other business. Ms. Ly discussed 2025 proposed meeting dates, which will be circulated for members' availability feedback after the meeting.

Adjourn

The Council adjourned the meeting at 2:12 pm.