



Minutes

Technology Committee Teleconference Meeting Tuesday, January 15, 2008 2:00 p.m. Eastern Time

I. Welcome and Introductions

Tim Blevins, Committee Chair, called the meeting to order at 2:05 p.m. Eastern Time. The following people participated in the call:

Name	State
Tim Blevins, Chair	Kansas
Robert Johnston	Hawaii
Steve Wilson, Vice Chair	Idaho
Jesse Jordan	Kentucky
Randy Stanley	West Virginia
Chris Lane	MTC
Greg Matson	MTC
Thomas Shimkin	MTC
Antonio Soto	MTC
Ted Jutras	MTC

II. Public Comment Period

No one from the public participated in the call.

III. Approval of minutes of the September 26, 2007, and November 15, 2007 Technology Committee Teleconferences

Upon a motion duly made, the minutes of the September 26, 2007, and November 15, 2007, Technology Committee teleconferences, were approved

IV. Commission IT Systems Update

Mr. Lane reported he has been working on deploying full disk encryption on Commission laptop computers. All MTC laptop computers should have full disk encryption by mid February.

Mr. Lane also reported that the back up system has been running smoothly.

V. Website Update

Mr. Matson reported that he had a meeting with Ms. Foster from e.Magination. They have hired a new developer to work with her on our remaining website issues. There are two major functions that remain to be finalized: contacts lookup, and online registration.

A new page will be created for MTC state contacts lookup.

e.Magination is working on online registration. There is not a frame time to deliver this function, but we should have it ready before the committee's meeting on March 12, 2008.

VI. Voluntary disclosure database project

Mr. Shimkin reported that thirteen pages description of the current Voluntary Disclosure Program database detailing each function and each field, is ready to be distributed.

The Chair suggested sending this document to the committee for review and input.

The committee discussed the next steps and their timing:

- VDP database description circulated report to the committee for comments by January 18, 2008
- Comments from committee back to MTC by January 25, 2008
- Request for Proposal for this project should be released by the beginning of February.
- The deadline for proposals responding to the RFP will be no later than March 7, 2008

- Proposals will be reviewed during the committee meeting on March 12, 2008

VII. Other

Mr. Wilson initiated discussion regarding implementation of the Secure Communication plan.

The Chair suggested the committee should spend time on next steps during the meeting in March, so this item should be considered for the agenda.

The committee discussed Commission procedures for handling RFPs and awarding contracts. Mr. Matson explained that there wasn't a formal process, but that the commission generally adhered to the common practice.

The best way to scoring proposals will be discussed in the next committee teleconference.

The Chair added that the agenda for the committee meeting in Tucson, Arizona on March 12, 2008 will be developed during the next teleconference also.

These are some of the topics for the agenda:

- IT Systems Update
- Website Update
- Review of the RFP of the Voluntary Disclosure Program Application
- Review of Secure Communication Plan implementation

VIII. Adjournment

The next Technology Committee teleconference was scheduled for Tuesday, February 12, 2008, at 2 p.m. Eastern.

The committee adjourned at 2:40 p.m. Eastern time.