



MINUTES

MTC Technology Committee Meeting Holiday Inn on the Bay San Diego, California Wednesday, March 21, 2007

I. Welcome and Introductions

Tim Blevins, Committee Chair, called the meeting to order at 9:13 a.m. (Pacific Time). The following members participated in the call.

<u>NAME</u>	<u>ORGANIZATION</u>
Tim Blevins, Chair	Kansas
Steve Wilson	Idaho
Gordon Smead (via phone)	Tennessee
Mike Grundhoffer	Washington
Harold Jennings	Multistate Tax Commission
Allison Kelly	Multistate Tax Commission
Greg Matson (via phone)	Multistate Tax Commission
Antonio Soto (via phone)	Multistate Tax Commission
Steve Yang	Multistate Tax Commission
Rachel Foster	e.magination

II. Public Comment Period

There were no comments by any member of the public.

III. Approval of the Minutes of February 20, 2007 Teleconference Minutes

After a motion duly made and seconded, the minutes of February 20, 2007 Teleconference were approved.

IV. Report on Website, including Analytics

Allison Kelly and Rachel Foster reported on the new website, including the Web Trends analysis for December 2006 to February 2007.

Analytical information previously distributed to the committee was explained and discussed.

There was decrease from December 2006 to January 2007 in all categories presented (Total Visitors, Average Visitors per Page, Average Visit Length, Average Page View per Visitor, Total Page Views, and Average Page Views per Day), likely due to the novelty of the website wearing off after launch in November.

Some interactive actions and demo were explained and performed, ending with a question and answer period.

There was a discussion regarding the contact lookup functionality.

The security of information on the site was discussed. Ms. Kelly noted that files posted to the site in secure areas can still be linked to from outside without a required login. Thus, as with the old site, minutes of closed sessions will not be posted.

The online registration process is still a work in progress.

Ms. Foster announced that she has been designated as e.magination's program manager for the Commission.

V. Secure Communication Project update report

Rachel Foster reported the status of the Secure Communication Project, commending the hard work of various Technology Committee members who had submitting numerous pieces to generate policies. She will have a meeting with an external consultant next week to review an updated draft of the requirements document and then it will be sent to the Technology Committee.

After receiving comments of the Committee she will have a meeting with MTC staff to review the final document. She said that the Secure Communication Project should be finished in two to three months.

VI. Budget Review for Technology Projects and Planning Session for Fiscal year 2007-2008

The Chair reviewed project roadmaps for Technology Committee projects showing the progress from previous years to present. A Voluntary Disclosure Program database conversion to SQL, which is a Nexus Program project, should be added into the sheet.

Narrative budget and related spread sheets were discussed.

A network backup equipment proposal was discussed. Steve Wilson and the Chair recommended using external consultants to troubleshoot network issues that could not be

quickly isolated by the Commission's IT staff. The committee members also have a lot of experience upon which to draw in advising the Commission on appropriate solutions.

There was a technical discussion regarding implementing new firewall equipment; an outside vendor will be retained to deploy the new firewall equipment.

The Chair recommended that before the proposed penetration testing was done to alert e.magination (current website host) ahead of time.

VII. Budget Review for Technology Projects and Planning Session for Fiscal year 2007-2008 – Vendor Presentations

At the request of the Commission, three companies were present to demonstrate approaches to audit management automation software. The three companies were Revenue Solutions, Inc., e.magination, and Teradata; each company spent about an hour with the committee including time for questions following their demonstration. The sessions were informational only, and the committee will work with the Commission in developing a request for proposals later this year. The Chair thanked each of the companies for their presentations.

VIII. Adjournment

The Committee adjourned at 5: 10 p.m.

The next Technology Committee Teleconference will be scheduled later, but will likely be in June. Commission staff will send an e-mail reminder to Technology Committee members containing the agenda and other details.