



Minutes

Technology Committee Teleconference Meeting Tuesday, February 12, 2008 2:00 p.m. Eastern Time

I. Welcome and Introductions

Tim Blevins, Committee Chair, called the meeting to order at 2:02 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
Maria Martinez	Michigan
Rod Boogaard	Utah
Harold Jennings	MTC
Ted Jutras	MTC
Chris Lane	MTC
Greg Matson	MTC
Thomas Shimkin	MTC
Antonio Soto	MTC

II. Public Comment Period

No one from the public participated in the call.

III. Approval of minutes of the January 15, 2008, Technology Committee Teleconference

Upon a motion duly made, the minutes of the January 15, 2008, Technology Committee teleconferences, were approved.

IV. Commission IT Systems Update

The Chair invited Mr. Lane to provide an IT systems update. Mr. Lane reported that deploying full disk encryption on Commission

laptop computers has been almost completed. There are just two or three laptop computers left to encrypt.

Mr. Lane also reported that he has received a quote from Tumbleweed for their Secure Messenger product. The proposal was circulated to the committee for discussion.

In light of a recent news story about a tax agency's servers being disposed of in the trash, the committee discussed what policies and procedures the Commission had regarding the disposal of electronic equipment. Mr. Lane explained that he ensures all data has been wiped from any storage media before disposition. The consensus of the committee was that written policies regarding best practices on disposal of equipment should be to Mr. Soto for use by Commission staff in formalizing a policy.

The Chair asked if MTC has implemented security training for its staff. Mr. Matson explained that routine security training for Commission staff has been explored, but nothing has been implemented yet.

Mr. Lane reminded the committee regarding providing him with a list of the best IT contact for each of the Commission states to help troubleshoot communication problems when they arise. He noted that the Commission's recently deployed Barracuda spam and spyware filter is working properly.

V. Website Update

The Chair invited Mr. Matson to provide an update on the Commission's website. Mr. Matson reported that there is no new information regarding the website at this point; however e-Magination has promised that some work will be available for the March committee meeting regarding state contact look-up database as well as the still inoperable on-line registration functionality.

The Chair asked about the vacant website manager position. Mr. Matson said that he expects to advertise the position shortly.

The Chair requested that website statistics be provided for discussion during the committee's March meeting in Tucson.

VI. Voluntary disclosure database project

Mr. Shimkin reported that the Request for Proposals (RFP) for the Voluntary Disclosure Program database and associated application is ready to go out after some adjustments have been done.

The RFP will be sent to companies that have expressed interest in the project and have worked with the MTC in the past. The RFP will also be sent to the committee members to pass it along to any vendors that they have worked with that could have an interest in the project.

Mr. Matson will post the RFP to the Commission's website and explore other means of disseminating the RFP.

March 10, 2008, is the deadline for receiving proposals, in order to have proposals available for review by the committee during its March meeting in Tucson.

VII. Secure Communication Plan Implementation

Mr. Lane mentioned that a prominent vendor is willing to give a demo of their secure messenger product.

Mr. Lane described how the secure messenger product works. The committee concluded that it would be valuable to have Mr. Lane provide an abbreviated presentation on secure messaging to the Commission's other standing committees during the March meetings in Tucson, and to get their input.

VIII. Other

The Chair polled the committee regarding items to be placed on the agenda for the committee meeting in Tucson, Arizona on March 12, 2008.

The committee reached a consensus on the items to be included on the agenda, which will be prepared and posted in accordance with the Commission's public notice requirements.

The Chair also suggested including review of financial summaries related to ongoing technology projects. Mr. Soto will work with the Commission's director of administration to prepare a summary.

IX. Adjournment

The committee adjourned at 2:51 p.m. Eastern time.

The next Technology Committee meeting will be in Tucson, Arizona on Wednesday, March 12, 2008, from 8:30 am to 5:00 pm. Mountain Time.