

**DEPARTMENT OF INFORMATION RESOURCES
OPEN BOARD MEETING**

Thursday, August 22, 2023 10:00 a.m.

In-Person | William P. Clements Building, 300 West 15th Street, Room 103, Austin, Texas 78701
Online Video Conference | https://www.zoomgov.com/webinar/register/WN_yKs7yug0TmicooacP_f5TA

MINUTES

- PRESENT** Ben Gatzke (Board Chair)
Jeffrey Allison
Mike Bell
Stephen Franke
Stacey Napier
Jeffrey Tayon
Cassie Brown, *ex-officio*
Anh Selissen, *ex-officio*
Maurice McCreary, *ex-officio*
- TOPIC** **1. Call to Order, Roll Call, and Witness Registration**
- ACTION** *Mr. Gatzke* called the meeting to order at 10:02 a.m.
- TOPIC** **2. Chair’s Remarks**
- MOTION** *Ms. Napier* moved to approve the board meeting minutes for May 18, 2023. *Mr. Bell* seconded the motion.
- ACTION** The motion was unanimously approved.
- DISCUSSION** *Mr. Gatzke* recognized DIR employees and teams that have received special recognition since the last Board meeting.
- TOPIC** **3. Executive Director’s Report on Agency Performance**
- DISCUSSION** *Ms. Amanda Crawford*, Executive Director and State of Texas Chief Information Officer, provided an overview of the Sunset Advisory Commission process, recognized employees’ efforts in completing the self-evaluation report, and outlined DIR’s Sunset Review schedule.
- Ms. Crawford* introduced the new DIR employees to the Board, announced *Hershel Becker’s* retirement, and welcomed *Lynn Hodde Blue* as the Interim Chief Procurement Officer.

TOPIC **4. Chief Financial Office Update**

DISCUSSION Mr. Nick Villalpando, Chief Financial Officer, requested approval of two budget amendments, one to reduce ARPA budgeted expenditures by \$200 million in accordance with Senate Bill 30, 88th Legislative Session, and one to receive authorization to notify the Legislative Budget Board of DIR’s estimated Full Time Equivalent (FTE) count for the fourth quarter of fiscal year 2023 exceeding DIR’s current FTE cap.

MOTION *Mr. Tayon* moved to approve budget amendments to reduce ARPA budgeted expenditures by \$200 million in accordance with Senate Bill 30, 88th Legislative Session. *Ms. Napier* seconded the motion.

ACTION The motion was unanimously approved.

MOTION *Mr. Allison* moved to approve the report to notify the Legislative Budget Board of DIR’s estimated FTE count for the fourth quarter of fiscal year 2023 exceeding the current FTE cap. *Ms. Napier* seconded the motion.

ACTION The motion was unanimously approved.

DISCUSSION Mr. Villalpando presented the Fiscal Year 2024 budget, which included a line item specifically authorizing a salary increase for the DIR Executive Director. He requested approval for the Fiscal Year 2024 Operating Budget and Administrative Fees.

Mr. Villalpando addressed Board member questions regarding fee savings to state agencies.

MOTION *Mr. Tayon* moved to approve the Fiscal Year 2024 Operating Budget and Administrative Fees, including the line item authorizing a salary increase for DIR’s Executive Director. *Mr. Allison* seconded the motion.

ACTION The motion was unanimously approved.

TOPIC **5. Internal Audit Update**

DISCUSSION Ms. Terri Peirce, Internal Audit Manager, presented an update from the State Auditor’s Office of Data Center Service Contracts and the Internal Audit reports. She requested approval of the follow-up audit report on the implementation status of the prior audit recommendations.

MOTION *Mr. Allison* moved to approve the follow-up audit report on the implementation status of the prior audit recommendations. *Mr. Bell* seconded the motion.

ACTION The motion was unanimously approved.

DISCUSSION Ms. Pierce presented audits in progress for Fiscal Year 2023. She then provided an overview of the Fiscal Year 2024 Annual Audit Plan and requested approval of the Fiscal Year 2024 Annual Audit Plan.

MOTION *Mr. Tayon* moved to approve the Fiscal Year 2024 Annual Audit Plan. *Ms. Napier* seconded the motion.

ACTION The motion was unanimously approved.

TOPIC **6. Chief Procurement Office Update**

DISCUSSION Ms. Lynn Hodde Blue, Interim Chief Procurement Officer, introduced Lanette Patterson, Director of Contract Management and Shared Technology Services, who shared details on recommended motions of three contract amendment items for approval.

MOTION *Ms. Napier* moved to approve amendment number 4 to the DIR-SECOPS-MSA-434 and delegate authority to the Executive Director or her designee to execute the contract amendment. *Mr. Bell* seconded the motion.

ACTION The motion was unanimously approved.

MOTION *Mr. Bell* moved to approve amendment number 3 to DIR-PMD-MSA-438 and delegate authority to the Executive Director or her designee to execute the contract amendment. *Mr. Allison* seconded the motion.

ACTION The motion was unanimously approved.

MOTION *Mr. Allison* moved to approve amendment number 18 to DIR-MSS-SCP-001 and delegate authority to the Executive Director or her designee to execute the contract amendment. *Mr. Tayon* seconded the motion.

ACTION The motion was unanimously approved.

DISCUSSION Ms. Hodde Blue requested approval to delegate authority for approval of procurements for certain products through the STS IT Commodity Procurement Program to the Executive Director or her designee to execute the contract awards and amendments.

MOTION *Ms. Napier* moved to approve the delegated authority for approval of procurements for certain products through the STS IT Commodity Procurement Program to Executive Director or designee to execute contract awards and amendments. *Mr. Allison* seconded the motion.

ACTION The motion was unanimously approved.

TOPIC **7. Office of General Counsel Update**

DISCUSSION Mr. Joshua Godbey, General Counsel, joined by Ms. Christi Koenig Brisky, Assistant General Counsel, detailed amendments to 1 Texas Administrative Code (TAC) Chapter 202. Ms. Brisky invited Mr. Matt Kelly, Deputy Chief Information Security Officer, to discuss the technical amendments. Ms. Brisky requested approval of proposed rule

amendments to 1 TAC Chapter 202 and to authorize publication of the proposed amendments in the Texas Register for 30 days for public comment.

Mr. Kelly addressed Board member questions regarding the Texas Risk and Authorization Management Program.

MOTION *Mr. Bell* moved to approve the proposed rule amendments to 1 TAC Chapter 202 and authorize publication of the proposed rule in the Texas Register for 30 days for public comment. *Mr. Allison* seconded the motion.

ACTION The motion was unanimously approved.

DISCUSSION Ms. Brisky discussed the creation of 1 TAC 218. She then requested approval of the proposed creation of 1 TAC Chapter 218 and to authorize publication of the proposed rule in the Texas Register for 30 days for public comment.

MOTION *Ms. Napier* moved to approve the proposed creation of 1 TAC Chapter 218 and authorize publication of the proposed rule in the Texas Register for 30 days for public comment. *Mr. Bell* seconded the motion.

ACTION The motion was unanimously approved.

TOPIC **8. Deputy Executive Director Update**

DISCUSSION Mr. Brady Vaughn, Public Affairs and Strategic Initiatives, presented highlights of the 88th Legislative Session.

TOPIC **9. Program Development Office Update**

DISCUSSION Ms. Endi Silva, Program Development Office Director, updated the Board on the Customer Advisory Committee. She invited a member of the committee to provide an update, Brian Braden, Executive Director of Information Technology and Chief Technology Officer at San Angelo State University.

Ms. Silva then provided outreach updates on DIR's social media activity and shared DIR's progress on the Customer Service Experience (CX) initiative.

TOPIC **10. Chief Operations Office Update**

DISCUSSION Mr. Dale Richardson, Chief Operations Officer, provided an update on the operational performance of the Shared Technology Services and the status of certain Communications Technology Services projects.

TOPIC **11. Chief Information Security Office Update**

DISCUSSION Ms. Nancy Rainosek, Chief Information Security Officer, provided updates on the Office of the Chief Information Office statewide security activities and performance metrics for Fiscal Year 2023.

TOPIC **12. Chief Data Office Update**

DISCUSSION Mr. Neil Cooke, Chief Data Officer, shared details of the Chief Data Office activities during Fiscal Year 2023, Quarter 3.

TOPIC **13. Public Testimony**

No public testimony

MOTION *Mr. Tayon* moved to adjourn the meeting. *Ms. Napier* seconded the motion.

ACTION The meeting adjourned at 11:56 a.m.

Approved by the Board Chair:

Ben Gatzke, Chair

Date