

**DEPARTMENT OF INFORMATION RESOURCES
OPEN BOARD MEETING**

Thursday, February 16, 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_KhwCx9UFTUyVMobmyggUhA

MINUTES

- PRESENT** Ben Gatzke (Board Chair)
Mike Bell
Stephen Franke
Stacey Napier
Jeffrey Tayon
Kara Thompson
Cassie Brown, *ex-officio*
Anh Selissen, *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.
- DISCUSSION** *Mr. Gatzke* provided information regarding the hybrid meeting operations.
- TOPIC** **2. Executive Session**
- ACTION** *Mr. Gatzke* ended the open meeting at 10:06 a.m. The Board was called into executive session at 10:10 a.m. The executive session ended at 10:55 a.m.
- ACTION** *Mr. Gatzke* called the open meeting to order at 10:59 a.m.
- TOPIC** **3. CONSIDER APPROVAL OF ACTION RELATING TO THE SALARY OF DIR’S EXECUTIVE DIRECTOR.**
- MOTION** *Ms. Thompson* moved to authorize the DIR Board Chair to submit to state leadership to request an increase of the DIR Executive Director’s salary in the amended budget bill before the legislature. *Ms. Napier* seconded the motion.
- ACTION** The motion was unanimously approved.
- TOPIC** **4. Chair’s Remarks**
- MOTION** *Mr. Bell* moved to approve the board meeting minutes of October 27, 2022. *Mr. Franke* seconded the motion.
- ACTION** The motion was unanimously approved.

DISCUSSION Mr. Gatzke recognized DIR employees and teams that have earned special recognition since the last board meeting.

TOPIC **5. Executive Director’s Report on Agency Performance**

DISCUSSION Ms. Amanda Crawford, Executive Director, thanked the ex-officio board members whose terms ended on February 1, 2023. She then welcomed the new ex-officio members who began their terms on February 1, 2023.

Ms. Crawford provided an update on DIR’s testimony to the Senate Finance Committee and summarized the agency’s accomplishments and awards that she described during her testimony.

Ms. Crawford shared DIR’s Strategic Vision for 2023 and updated the Board on the process taken to determine the identified core objectives for the upcoming calendar year. She reviewed the 5 core objectives of exceptional total experience, compliance first, value through technology, secure Texas, and operational excellence.

Ms. Crawford introduced the new DIR employees to the Board. She also provided an update on the 2023 Board meeting schedule date change for October.

TOPIC **6. Internal Audit Update**

DISCUSSION Ms. Terri Peirce, Internal Audit Manager, described recent audits conducted on certain contract matters and presented three audit items for approval.

MOTION *Ms. Thompson* moved to approve the DIR Cooperative Contracts Audit of Selected Vendor Sales Reporting and Administrative Fees. *Mr. Tayon* seconded the motion.

ACTION The motion was unanimously approved.

MOTION *Mr. Bell* moved to approve the DIR Internal Audit over Contract Solicitation Development. *Mr. Franke* seconded the motion.

ACTION The motion was unanimously approved.

MOTION *Ms. Napier* moved to approve the DIR Internal Audit of Contract Management and Termination. *Ms. Thompson* seconded the motion.

ACTION The motion was unanimously approved.

TOPIC **7. Chief Procurement Office Update**

DISCUSSION Mr. Hershel Becker, Chief Procurement Officer, shared details regarding two contract amendments and presented two items for approval.

Mr. Becker provided an overview of the Hybrid Cloud Initiative that is pertinent to the two amendments before the Board and discussed specifics regarding the initiative's background and timeline as well as cost savings to the agency.

MOTION *Mr. Tayon* moved to approve amendment number 5 to Public Cloud Manager Contract [DIR-PCM-MSA-436] and delegate authority to the Executive Director or her designee to execute the contract amendment. *Ms. Napier* seconded the motion.

ACTION The motion was unanimously approved.

MOTION *Mr. Bell* moved to approve amendment number 1 to Statement of Work SOW-14-FY22-SA-0053 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 Mr. Becker provided updates on the Fiscal Year 2023, Quarter 1 Cooperative Contracts, and Historically Underutilized Business purchases, outreach, and training.

TOPIC **8. Office of General Counsel Update**

DISCUSSION Mr. Joshua Godbey, General Counsel, provided a general overview of the rules that have already been presented to the board and are now ready for adoption. He is joined by Ms. Christi Koenig Brisky, Assistant General Counsel, who offered an overview of the rule amendments to 1 Texas Administrative Code (TAC) Chapter 211 as well as rule amendments to 1 TAC Chapter 216 and presented two action items for approval.

MOTION *Mr. Bell* moved to adopt the proposed rule amendments to 1 TAC Chapter 211 and authorize publication of the notice of adoption in the Texas Register. *Mr. Tayon* seconded the motion.

ACTION The motion was unanimously approved.

MOTION *Ms. Thompson* moved to adopt the proposed rule amendments to 1 TAC Chapter 216 and authorize publication of the notice of adoption in the Texas Register. *Mr. Bell* seconded the motion.

ACTION The motion was unanimously approved.

TOPIC **9. Chief Technology Office Update**

DISCUSSION Mr. John Hoffman, Chief Technology Officer, provided an update on the 2024-2028 State Strategic Plan and requests approval for the Advisory committee nominees. 2022 Biennial Performance Report (BPR) and the process to create the report.

MOTION *Ms. Napier* moved to approve the 2024-2028 State Strategic Plan Advisory Committee nominees as presented in the Board material on February 16, 2023. *Mr. Bell* seconded the motion.

- ACTION** The motion was unanimously approved.
- DISCUSSION** Mr. Hoffman highlighted the Information resource Manager (IRM) resources and training. Mr. Hoffman also reviewed the recent updates to the IRM Continuing Education Guide with the DIR Board in compliance with 1 TAC Chapter 211.
- TOPIC** **10. Chief Financial Office Update**
- DISCUSSION** Mr. Nick Villalpando, Chief Finance Officer, provided highlights of the Financial Statement for the Fiscal Year 2023 Quarter 1 financial statements. Mr. Villalpando then shared an update on the appropriations bills and exceptional items introduced during the current legislative session. He also discussed the current funding status of DIR bills.
- TOPIC** **11. Chief Operations Office Update**
- DISCUSSION** Mr. Dale Richardson, Chief Operations Officer, provided an update on the operational performance of the Shared Technology Services (STS) and the status of the Communications Technology Service (CTS).
- TOPIC** **12. Chief Information Security Office Update**
- DISCUSSION** Ms. Nancy Rainosek, Chief Information Security Officer, provided highlights of the Office of the Chief Information Security Officer's Fiscal Year 2023 Quarter 1. This included reports to the Texas Legislature, the completion of DIR's portion of the 2023 State Homeland Security Strategic plan, enhancements to the Texas Digital Identity System, improvements to the STS security program, launching of the online Texas Information Sharing and Analysis Organization Portal, the creation of CyberStart America Task Force and its summit session, and facilitating eight tabletop exercises for state and local entities. Ms. Rainosek discussed the distribution of the model plan and policy for prohibited technologies. Ms. Rainosek provided an update on the statewide information security program assessments and penetration test statistics and the Cybersecurity Incident Response Team activities.
- TOPIC** **13. Chief Data Office Update**
- DISCUSSION** Mr. Neil Cooke, Interim Chief Data Officer, shared details of the Chief Data Office activities during Fiscal Year 2023 Quarter 1, which included updates on Data Management Advisory Committee activity, the Open Data Portal penetration tests, the Texas Data Literacy program, the DIR Data Optimization Project efforts. Mr. Cooke also announced the new intern hired to support whitepaper development within the Chief Data Office.
- DISCUSSION** Ms. Crawford announced Mr. Cooke's new position as the Chief Data Officer.
- TOPIC** **14. Program Development Office Update**
- DISCUSSION** Ms. Endi Silva, Program Development Office Director, brought attention to the new template design being used at DIR and thanked her team for their work on its development. Ms. Silva then provided an update on the design request and publications,

the outreach updates, and the DIR social media. Ms. Silva also announced the new interns hired to work on Program Development Office initiatives. Ms. Silva shared DIR’s program on the Customer Service Experience (CX) initiative and updated the Board on the components sequence of this project.

TOPIC **15. Public Testimony**

No public testimony

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

ACTION The meeting adjourned at 12:20 p.m.

Approved by the Board Chair:

Ben Gatzke, Chair

Date

