MINUTES
Technology Services Board

Tuesday, December 10, 2019
1500 Jefferson St SE, Olympia, WA / 1st Floor / Presentation Rm
9:00 a.m. – 12:00 p.m.

Members present: Jim Weaver

Dave Danner
Rep. Boehnke (until 10am)
Rep. Hudgins
Sen. Ann Rivers (via WebEx)
Butch Leonardson (via WebEx)
Viggo Forde (via WebEx)

Board staff: Sue Langen

Angela Knight

TOPIC	LEAD	NOTES
Welcome, Introductions, Opening Remarks • **Senator Ann Rivers, Legislative Member** • **Viggo Forde, Snohomish County, Local Government Member**	Jim Weaver	Jim introduced the two newest members of the board, Viggo Forde from Snohomish County and Senator Ann Rivers. Two vacant seats still remain – labor representative and industry representative.
Approve Minutes from September 12 Meeting	Jim Weaver	Minutes approved as written.

| Project Status – Office of Financial Management's One Washington Program

  o **Pat Lashway, Executive Sponsor**
  o **Vann Smiley, Program Executive Director**
  o **Allen Mills, QA, Bluecrane** | Sue Langen
Pamela Davis-Taggart | The One Washington team provided updates since the last visit to the Board on October 10. Key updates include:
• Executive Order 19-04 signed October 30, 2019
• Completed several meetings with key legislators and the industry members of the TSB
• Provided updates to House ITED committee during Assembly Days
• Provided updates to Executive and Small Agency Cabinets, as well as the Deputy Director forum

Quality Assurance reported:
• Industry partner onboarding
• Improved organizational change management and communications
• Agency readiness efforts underway
• Improved investment plan, technology budget and decision package
• Better-defined risks and how to mitigate
• Recommendations to stay transparent regarding uncertainty and to increase vendor collaboration

The team also provided information on:
• High level roadmap
• Rollout timeline
• Current phase schedule – ERP Readiness
• Budget overview
• Organizational change management
• Communications overview
• Technical system inventories and integrations

OneWA team to come back to Board in April/May timeframe. |

Policy/Standard Review • **Policy 111 - Planning for IT Portfolios (RESCIND and combine with Policy 112)** • **Policy 112, 112.10, 112.20 - Portfolio Management (UPDATE)** • **Policy 113, 113.10, 113.30 and 113.40 - Technology Business Management (NO CHANGE, new sunset review date)** • **161.01 – Geodetic Control Data Standard – Update** • **161.02 – Geospatial Metadata Standard - Rescind** • **161.03 – Hydrography Data Standard – Update** • **161.05 – Geospatial Application & Data Services Metadata Standard - Rescind** • **187.10 – Metadata Standard – Update** • **Policy 188 - Accessibility (UPDATE)** • **188.10 – Minimum Accessibility Standard (UPDATE)**	Sue Langen Cammy Webster Joanne Markert	No quorum for policy approval. Deferred to a later date.
IT Strategic Plan	Sue Langen Derek Puckett	Derek guided the members through an exercise using our decision lens tool to help determine the priorities for the state's IT strategy portfolio. They reviewed 15 different alternatives to consider, including the top 10 priorities on the national level and five priorities in the current state strategic plan.
Public Comment		No public comment.

Link to meeting recording.