

Information Technology Policy Advisory Committee (ITPAC) Meeting Summary

April 22, 2021

8:00 A.M. – 10:00 A.M.

Remote Video Conference Meeting During Governor's COVID-19 Emergency Declaration

Committee Members:

Name	District/Organization	Present	Not Present
Edward Blum, Chairman	Providence District	X	
Sadaqat Ahmad	Hunter Mill District	X	
Michael Aschenaki	Lee District	X	
William Berg	Braddock District	X	
Anne Cahill	League of Women Voters	X	
Dennis Carlton	Sully District	X	
Rajni Goel	Dranesville District		X
John Hanks	Federation of Citizens Association	X	
Susan Hoffman	Mason District	X	
Richard Kostro	Mt. Vernon District	X	
Mark Lay	NOVA Technology Council	X	
Andie Powell	Fairfax County Public Schools	X	
Matthew Ragan	Chamber of Commerce	X	
Sean Rastatter	Springfield District	X	
Kathryn Walsh	At Large Member	X	

County Staff Present:

DIT – Greg Scott, Chief Technology Officer (CTO); George Coulter; Nate Wentland; Mike Dent (CISO); Michelle Breckenridge; Simran Dhami; Debra Dunbar; Adam Eldert; Rich Habgood; Brian Heffern; Linda Moore; Mike Palacios; Jeff Porter; Anita Rao; Kim Satterthwaite; Randhir Singh; Velma Dessuit (admin support)

DMB – Kim Panzer; Mark Thomas

April 22, 2021 Meeting Agenda:



ITPAC agenda April
22 final.pdf

Note: Meeting materials were posted online at www.fairfaxcounty.gov/informationtechnology/itpac and were sent to ITPAC members via email. An audio recording of this meeting will be posted on the ITPAC website and www.soundcloud.com/fairfaxcounty

ITPAC COMMITTEE MATTERS: Today's meeting was called to order at 8:05 A.M.

Brian Heffern read through a detailed script required to hold a meeting electronically. In order to conduct this meeting wholly electronically and to effectuate the emergency procedures authorized by FOIA, ITPAC needed to make certain findings and determinations for the record.

Audibility of Members' Voices

First, because each member of ITPAC is participating in this meeting from a separate location, it was necessary to verify that a quorum of members is participating, and that each member's voice is clear, audible, and at an appropriate volume for all of the other members. Accordingly, a roll call was conducted, and each ITPAC member participating in this meeting was asked to state their name and the district/group they represent. Chairman Blum then made the following motion:

"I move that each member's voice may be adequately heard by every other member of ITPAC on the call." The motion was seconded by Kathy Walsh and John Hanks and approved unanimously.

Need for an Electronic Meeting

The next step was to establish the nature of the emergency that compels these emergency procedures, the fact that ITPAC is meeting electronically, what type of electronic communication is being used, and how we have arranged for public access to this meeting.

Chairman Blum moved the following: "the State of Emergency caused by the COVID-19 pandemic makes it unsafe for ITPAC to physically assemble and unsafe for the public to physically attend such a meeting, and that as such, FOIA's usual procedures, which require the physical assembly of ITPAC and the physical presence of the public, cannot be implemented safely or practically....and further moved that ITPAC is conducting this meeting electronically through a dedicated Zoom video conference, and that the public may access this meeting by following this link:

<https://us02web.zoom.us/j/84498792170?pwd=SEFkdWw3emRBOVdaafVPRHJkUDFNdz09>

The meeting can also be accessed by entering the meeting code **844 9879 2170** and passcode **803476** or via phone.

The motion was seconded by Kathy Walsh and approved unanimously.

Need to Dispense with FOIA's Usual Procedures to Assure Continuity in Govt./Continue Operations

Finally, Chairman Blum moved the following: "It is required that all of the matters addressed on today's agenda address the Emergency itself, are necessary for continuity in Fairfax County government, and/or are statutorily required or necessary to continue operations and the discharge of ITPAC's lawful purposes, duties, and responsibilities." The motion was seconded by Kathy Walsh and approved unanimously.

Minutes

- A motion to approve the minutes from the 3/11/21 meeting was moved by Kathy Walsh and seconded by Sue Hoffman. It was approved unanimously.

Membership Matters

- ITPAC welcomed a new member, William (Bill) Berg, representing the Braddock District. After a brief welcome from CTO Greg Scott and Chairman Blum, Mr. Berg gave a brief introduction of himself.

DISCUSSION:

The recently instituted “**Issue of the Day.**” segment was next on the agenda. This interactive discussion is placed on the agenda prior to any formal DIT presentations, to encourage meaningful discussion and conversation on IT topics of interest. Topics may include any topics of interest to ITPAC members.

Topics discussed include:

- Chairman Blum asks if there has been any feedback from the Board about the budget letter prepared by ITPAC. CTO Greg Scott responds that the letter was included in a package of materials presented to the Board at their meeting on April 6, 2021. Greg was “on the line” incase there were any specific questions; however, none were received from the Board.
- Greg Scott provided an update on the current status of vaccinations, including the transition from the County designed and developed registration system to the Federal Vaccine Administration Management System (VAMS).
- Anne Cahill discusses the April 17 “Groundwater Approach” BAC training opportunity she attended on behalf of ITPAC. Conversation ensued with multiple ITPAC members discussing equity challenges and considerations for the use of Artificial Intelligence.

AGENDA:

The first thing on the main agenda is a 30-minute video prepared for BAC’s on the County’s One Fairfax Policy. The video is narrated by Karla Bruce, Fairfax County’s Chief Equity Officer.

- Prior to showing video, Brian Heffern provides a brief introduction on the topic, noting that BAC members will be required to electronically sign a “One Fairfax Policy Acknowledgement” document in the near future. An email on that process is forthcoming in late April/May timeframe.
- Video with imbedded slide deck is shown
- After watching the video, DIT’s Equity Leads (Brian Heffern and Michelle Breckenridge) are introduced
- Conversation ensues on the video and what DIT has been doing to imbed the One Fairfax Policy in the agency
- Greg Scott notes there are several IT-related aspects of the County’s One Fairfax policy including access and affordability of Broadband, equipment etc.

The main IT Presentation on today’s agenda is entitled “Roadmap for Security” *Chief Presenters are Michael Dent (CISO) and CTO Greg Scott*

- Multiple Phases
 - Phase 1 (Complete) – Private Cloud Consolidation. 25 racks down to 3 racks, significant savings
 - Phase 2 (Complete) Integrate Public and Private. Reduce Impact of Failovers from Days to Hours
 - Phase 3 (In Progress) Machine Learning Powered Application Segmentation – Enhances security while reducing threat impact
 - Next: Address Remaining Security Gaps; Extend Cyber Resilience to Application Backups
 - Summary – Consolidate with Cost Avoidance; Simplify; Cloud Integration and enhance automation; process improvements; expand and strengthen “defense in depth” approach
- ITPAC is interested in providing an outside point of view/research on best practices in peer organizations and then bringing that information back to County for review.
- Potential use of grad assistants to do some research. Greg/Mike are open to concept, stating that we need to continue to learn and are interested in research/info from any source.

- Other areas where additional research could be beneficial is blockchain technology, specifically in digital records management, as well as broader “Data Access Processes.”
- Discussion ensues on how to provide this feedback from an organizational perspective. Brian Heffern notes that meetings/conversations of greater than two ITPAC members would be considered public meetings that would be subject to all FOIA requirements. Suggest having 1-1 discussions and then if proposals or ideas are generated, share them electronically with Brian as ITPAC liaison. Brian can then share with the larger group and ensure a record is created.

The meeting adjourned at 9:59 A.M. The next regular ITPAC meeting is currently scheduled for June 10, 2021 at 8:00 A.M. It is anticipated this meeting will be held remotely, as ITPAC’s Government Center meeting space (Room 232) has been reassigned for alternate uses through at least the end of June 2021.