

**DEPARTMENT OF INFORMATION RESOURCES
OPEN BOARD MEETING**

Thursday, May 18, 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_yKs7yug0TmicoaacP_f5TA

MINUTES

PRESENT Ben Gatzke (Board Chair)
Mike Bell
Stephen Franke
Stacey Napier
Jeffrey Tayon
Kara Thompson
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 10:00 a.m.

TOPIC **2. Chair’s Remarks**

MOTION *Ms. Napier* moved to approve the board meeting minutes for February 16, 2023. *Mr. Bell* seconded the motion.

ACTION The motion was unanimously approved.

DISCUSSION Mr. Gatzke welcomed DIR’s new *ex-officio* Board member, Maurice McCreary, to the Board. He is the Chief Operating Officer for the Health and Human Services Commission. Mr. Gatzke then 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, provided an update on the legislative session and the status of bills impacting DIR. Ms. Crawford notified the Board that the General Counsel presentation would take place at a later meeting and updated the Board members on a schedule change for the DIR Board meetings in 2023.

Ms. Crawford updated the Board on several items that have taken place at DIR over the previous months, including DIR’s recognition as a Top Workplace in the United States. Ms. Crawford thanked the Chief People and Culture Officer, Lisa Jammer, and her team for their work promoting a positive work culture.

Ms. Crawford introduced the new DIR employees to the Board.

TOPIC **4. Chief Financial Office Update**

DISCUSSION Mr. Nick Villalpando, Chief Financial Officer, presented an overview of notification to the Legislative Budget Board and the Office of the Governor of DIR exceeding its full-time equivalent cap. He requested approval of the report to notify the Legislative Budget Board that DIR exceeded its current FTE cap.

MOTION *Mr. Bell* moved to approve the report to notify the Legislative Budget Board of DIR's estimated FTE count for the third quarter of fiscal year 2023 exceeding the current FTE cap. *Ms. Thompson* seconded the motion.

ACTION The motion was unanimously approved.

DISCUSSION Mr. Villalpando presented highlights of the Fiscal Year 2023, Quarter 2 financial statements.

TOPIC **5. Chief Procurement Office Update**

DISCUSSION Mr. Hershel Becker, Chief Procurement Officer, shared details regarding seven contract amendment items for approval.

MOTION *Ms. Napier* moved to approve amendment number 2 to the Print, Mail, and Digitization Contract [DIR-PMD-MSA-438] and delegate authority to the DIR Executive Director or her designee to execute the contract amendment. *Mr. Franke* seconded the motion.

ACTION The motion was unanimously approved.

MOTION *Mr. Bell* moved to approve amendment number 2 to the Mainframe Services Contract [DIR-MF-MSA-439] and delegate authority to the DIR Executive Director or her designee to execute the contract amendment. *Ms. Napier* seconded the motion.

ACTION The motion was unanimously approved.

MOTION *Ms. Thompson* moved to approve amendment number 7 to the Texas Private Cloud, Facilities, and Computing Services Contract [DIR-TPC-MSA-432] and delegate authority to the DIR Executive Director or her designee to execute the contract amendment. *Mr. Tayon* seconded the motion.

ACTION The motion was unanimously approved.

MOTION *Mr. Tayon* moved to approve amendment number 6 to the Texas.gov Services Contract [DIR-ESS-TGOV-SVCS-254] and delegate authority to DIR's 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 the award of Statement of Work SOW-CTS-FY23-001 and delegate authority to the DIR Executive Director or her designee to execute the contract. *Mr. Tayon* seconded the motion.

ACTION *Ms. Thompson* abstained. The motion was approved.

MOTION *Mr. Bell* moved to approve the award of RFQ-26-FY23 and delegate authority to the DIR Executive Director or her designee to execute the contract. *Mr. Tayon* seconded the motion.

ACTION The motion was unanimously approved.

MOTION *Ms. Napier* moved to approve the award of Statement of Work SOW-01-FY23 and delegate authority to the DIR Executive Director or her designee to execute the contract. *Mr. Bell* seconded the motion.

ACTION The motion was unanimously approved.

DISCUSSION Mr. Becker provided updates on the Fiscal Year 2023, Quarter 2 Cooperative Contracts, and Historically Underutilized Business purchases, outreach, and training.

TOPIC **6. Office of General Counsel Update**

DISCUSSION Mr. Joshua Godbey, General Counsel, joined by Ms. Christi Koenig Brisky, Assistant General Counsel, informed the Board that the request to approve the proposed rule amendments to 1 Texas Administrative Code Chapter 202 and authorize publication in the Texas Register for 30 days for public comment would be presented to the Board at a later meeting.

TOPIC **7. Chief Information Security Office Update**

DISCUSSION Ms. Nancy Rainosek, Chief Information Security Officer, introduced Mr. Matt Kelly, Deputy Chief Information Security Office of Policy and Governance. Mr. Kelly provided an overview of the proposed changes to the Security Control Standards Catalog, all of which are aimed at creating a more secure Texas. Mr. Kelly requested the Board adopt the proposed Security Controls Standards Catalog.

MOTION *Mr. Bell* moved to adopt the proposed Security Controls Standards Catalog. *Mr. Franke* seconded the motion.

ACTION The motion was unanimously approved.

DISCUSSION Ms. Rainosek provided highlights of the Office of the Chief Information Security Office's Fiscal Year 2023, Quarter 2. This included an update on the statewide information security program assessments and penetration test statistics, ransomware trends, and the Cybersecurity Incident Response Team activities.

TOPIC **8. Chief Technology Office Update**

DISCUSSION Mr. John Hoffman, Chief Technology Officer, described the cybersecurity trainings required for completion by all DIR employees and Board members. Mr. Hoffman noted the upcoming August 31, 2023, deadline to complete the cybersecurity training.

TOPIC **9. 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 **10. Chief Data Office Update**

DISCUSSION Mr. Neil Cooke, Chief Data Officer, shared details of the Chief Data Office activities during Fiscal Year 2023, Quarter 2, which included updates on Data Management Advisory Committee activity, the Open Data Portal penetration tests, the Texas Data Literacy program, and the DIR Data Optimization Project efforts. Mr. Cooke also introduced DIR’s new designated Data Management Officer, Chris Miller, to the Board.

TOPIC **11. Program Development Office Update**

DISCUSSION Ms. Endi Silva, Program Development Office Director, updated the Board on design request and publications that PDO had undertaken, outreach updates, and DIR’s social media activity. Ms. Silva shared DIR’s progress on the Customer Service Experience (CX) initiative and updated the Board on the components sequence of this project.

TOPIC **12. Public Testimony**

No public testimony

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

ACTION The meeting adjourned at 11:17 a.m.

Approved by the Board Chair:

Ben Gatzke, Chair

Date