

**October 5, 2017
MEETING MINUTES**

Committee Members in attendance:

Mark Raymond, Committee Chairman, Deputy Commissioner, Chief Information Officer,
Designee for Commissioner Melody Currey - Department of Administrative Services,
Bureau of Enterprise Systems and Technology
Tom Miano, Designee for Office of the Secretary of State Denise Merrill
Michael Bzdyra, Commissioner – Department of Motor Vehicles
Catherine Smith, Commissioner – Department of Economic and Community Development

Committee Members not in attendance:

John Vittner, Director of IT Policy, Designee for Secretary Ben Barnes – Office of Policy and
Management
Roderick Bremby, Commissioner – Department of Social Services
Kevin Sullivan, Commissioner, Department of Revenue Services

Others in Attendance:

Joe Stanford, Chief Innovation Officer, Department of Social Services
Easha Canada, Director of Application Services, DAS-BEST
Angela Taetz, IT Manager, DAS-BEST
Jeffery Sandilands, DAS-BEST
Robert Swartz, Director of Operations, Connecticut Interactive
Paul VandenBussche, President, Connecticut Interactive

*A meeting of the Information and Telecommunication Executive Steering Committee (EGovernment) was held on **October 5, 2017** at 1:00 p.m. at the Department of Administrative Services, Bureau of Enterprise Systems and Technology located at 55 Farmington Avenue, Hartford, Connecticut. The following agenda items were discussed.*

WELCOME

- Mark Raymond called the meeting to order at 1:00 p.m.

• REVIEW / APPROVAL OF MINUTES:

A motion to approve the minutes from the September 7, 2017 was made by and seconded by Committee members. The motion was unanimously approved without discussion, objections or abstentions.

Information and Telecommunications Executive Steering Committee

- **PROJECT SUMMARIES AND STATEMENTS OF WORK:**

- N/A

- **OTHER BUSINESS**

- Mark Raymond discussed his attendance at the recently completed NASCIO conference. Mark discussed digital government, currently 36 states conducting digital government summits. The CT digital government summit taking place on 10/19/17. Citizens are demanding mobile and integrated technologies, as an example Utah integrated Alexa into their services platform. CT is ahead in some areas and some areas behind, but moving in the right direction.

Question was asked about other discussion topics at the conference.

Mark mentioned Cybersecurity being a main topic with October being Cybersecurity month. Identity management for securing transactions and knowing who individual is for consolidated services. Publications and IT procurement issues for states along with a 2016 CIO survey for state priorities, which included a focus of CIO's on leadership and data analytics. Virginia was mentioned as an example of a state using data to analyze programs and how to provide programs per capita based on analytics.

Question was asked about discussions on mobile strategies at the conference.

Mark mentioned states not wanting many different mobile apps and Michigan/Kansas as states who are streamlining services into one app.

- **MONTHLY STATUS REPORT FOR SEPTEMBER 2017**

Paul VandenBussche reviewed the highlights of the Monthly Status report dated September 2017.

Highlights of the report included:

- Update on Encroachment Permits project
- Business Portal Status – request to add it back to list
- Resource Allocation both under and over allocation
- Mailchimp Integration
- DHR transactions slightly up over September 2016 numbers
- Sitecore Migration Update

Information and Telecommunications Executive Steering Committee

CT.gov Website Analytics:

- Judicial continues to be one of the highest clicked links on the CT.gov homepage
- Outreach to be done with Judicial to find out exactly where users are going on the Judicial site and get their approval on changes we want to make.
- Angela Taetz wrote Judicial and suggested switching over to Google Analytics
- Question was asked about the two-popular links 'State Parks and Forest Fees' and 'Fishing' and if we are removing these links based on their low page views?
- Mark Raymond mentioned going back and looking month to month for analytics to have a structured plan for Most Popular links and Feature Image Boxes. As an example, 'last December we saw trend x,y,z, based on analytics and we should look to update the site accordingly
- Ultimately the Governor's Office decides on feature boxes being displayed on the CT.gov homepage
- JobAps has been approved as a feature box when the new service goes live

CIO Mark Raymond provided information regarding the Connecticut Digital Summit being hosted by the Center for Digital Government on October 19 at the Hartford Marriott. It is a no cost event to promote communication and brainstorming throughout the governmental IT community.

○ STATEWIDE IT STRATEGIC PLAN

Mark Raymond asked if there was any feedback from the committee regarding IT Strategic Plans? There is a link agencies can access for any feedback or revisions.

Having no further business to discuss, a motion to adjourn this meeting was made, the motion was unanimously approved at 2:30 p.m.

*The next meeting of the Information and Telecommunications Executive Steering Committee is scheduled to take place on **November 2, 2017** at 1:00 p.m. at this same location.*

Respectfully submitted,

Aleshia M. Hall, Executive Secretary
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