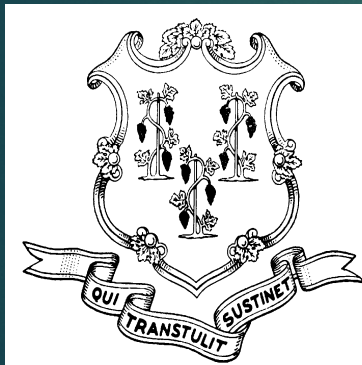# Information and Telecommunication Systems Executive Steering Committee

Mr. Mark Raymond

Chief Information Officer

Committee Chairperson

March 6, 2014

Meeting Minutes

MEMBERSHIP Present

- Mark Raymond, Chair, CIO, DAS
- John Vittner, Director, OPM
- The Honorable Denise Merrill, SOTS
- Melody Currey, Commissioner, DMV
- Kevin Sullivan, Commissioner, DRS
- Jim Watson, DECD
- Not Present: Bill Rubenstein, Commissioner, DCP
- Others Present: Angela Taetz, DAS, Chuck Hoadley, DAS, Kelly Dillon, DAS, James Spallone, SOTS
- Presenters: Robert Swartz, Brett Scott, Deanna Gronlie, Bill Gardner,

Meeting Minutes

- Mark Raymond starts the meeting @ 1:09pm

- There are no formal meeting minutes from the 01/02/14 meeting

- Presentation & Background of NIC/RFP – see attached

  - The Partnership – Initial RFP & Contract review & award; Statements of Work; Local dedicated staff

  - NIC Background – Parent company of Connecticut Interactive; Provides services for 29 States; 8,000 applications & mobile services; Best of the Web winners for 2012 & 2013

  - Self-Funded Model (NIC) – Online Services for a small "convenience" transaction fee; Services performed at no cost to the State or citizens, Perpetual Right to Use; Available to all agencies; eliminates RFP process; User friendly, Efficient & Cost effective; Reinvest in new technologies

  - Goals of the Partnership – Design, Develop & manage eGovernment; increase efficiency, provide technical customer support to agencies

  - Sample Solutions – Professional Licenses & Registrations, Commercial Driver History, Business Identity Theft Monitoring, etc.

Meeting Minutes - Continued

- ▶ Monthly report template
  - ▶ Detailed list & statues of the projects by agency
  - ▶ Number of transactions & revenues generated for the State for the eGovernment
- ▶ Launch of CT.gov web portal
  - ▶ Launching site in September 2014
  - ▶ New look and feel to site, new tools that can provide analytics & statistics (number of time a page is accessed, search terms used to find information, what type of device is being used)
  - ▶ Can feature seasonal Services (tax season, etc)
  - ▶ Real time alert section – weather, traffic, etc
- ▶ Project Summary (Upcoming project Opportunities)–
  - ▶ To be included in the Project Summary when presented: Title, Agency, Funding Model, target audience, development platform, hosting, recommended prioritization, cost savings, requested completion date

Meeting Minutes - Continued

- Role of the Committee -
  - Understanding what the financials are? Criteria for fee system? Cost Benefit to the State Agencies & Citizens'.
  - Annual Business plan – periodic reviews transactions & fees can be included
  - Reviewing Project Opportunities
- Committee Rules –
  - The Committee set up the guidelines to be used in future meetings
- For next meeting:
  - John Vittner to verify if there is any documentation of existing agency fees
  - NIC to present a draft set guidelines for things that they apply fee to? Program criteria; project criteria