Information and Telecommunication Systems Executive Steering Committee

Mr. Mark Raymond

Chief Information Officer

Committee Chairperson

November 6, 2014

Meeting Minutes

MEMBERSHIP Present

► Mark Raymond, Chair, CIO, DAS

► John Vittner, Director, OPM

► Melody Currey, Commissioner, DMV

► Kevin Sullivan, Commissioner, DRS

► Bill Rubenstein, Commissioner, DCP

► Catherine Smith, Commissioner, DECD

► James Spallone, Deputy Secretary of the State (designee for The Honorable Denise Merrill, Secretary of the State

► Others Present: Angela Taetz, DAS, Chuck Hoadley, DAS, Presenters: Robert Swartz, Bill Gardner,

Meeting Minutes

- Mark Raymond starts the meeting @ 1:20 pm
- Meeting minutes from the 09/15/14 meeting were approved
- Old Business –
    - CI Staffing
        - Potential to hire an experienced industry Director of Technology and Mobile developer, 13 hires by end of year
        - Resource allocation reviewed
        - CI will provide copy of Organizational Chart
- CT.gov Update
    - CT.gov alternative design being tested by 3rd Party Provider
    - Testing will push back launch date to March
    - CI to send committee updated project plan
    - Committee would like to see the launch by mid-February
    - We need to consider how agencies should start to prepare for migration
    - Suggested we work on schedule to release to agencies
    - SDE identified as first agency to migrate. Once complete it will be more accurate estimates of time

Meeting Minutes- Cont.

- Discussion on search engine tuning
  - Can most popular pages appear first?
  - Currently not showing the most useful content first (Search for Taxes and DEEP Page is first instead of DRS)
  - CI to provide an overview of search features
- New Business
  - Enterprise Marketing Plan and Business Plan under development
  - SOW for DESPP grant funds not needed (DPH/DESPP have a reporting mechanism in place)
  - Will be working on SOW for what happens when grant fund runs out
  - DMV Mobile Application
    - Commissioner Curry received positive industry feedback on the new mobile app
    - Questions about tracking visitor statistics for mobile app's

Meeting Minutes- Cont.

- DMV Mobile Application (cont.)
  - Can we determine how many are actually using it after download?
    - Angela Taetz looking into analytics from DMV site for location pages to see if traffic from app can be differentiated from general web traffic
    - CI to research if there is an algorithm for how apps are displayed in the app store? How is the order determined?
- CIO presented draft version of Agency Business Leader Technology Briefing for input
  - Recommended meeting with large agencies separately and small agencies grouped by location or business
  - Need for more business analysts was brought up
  - Request to add link to OPM Lean Website
  - Suggestion to add real examples of projects that where successful and those that failed and lessons learned from them
  - IT Manager Nov 19 will focus on Lean and encourage building relationships with Lean coordinators

Meetings

Meetings will occur on the first Thursday of every month @ 1:00pm @ 55 Farmington Avenue, Best Conference Room 1011

- 01/08/15
- 02/05/15
- 03/05/15