

Information Technology Policy Advisory Committee (ITPAC) Meeting Summary

October 21, 2021

8:00 A.M. – 10:00 A.M.

Remote Video Conference Meeting During Local 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	
VACANT	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); Simran Dhami; Debra Dunbar; Rich Habgood; Brian Heffern; Mike Palacios; Jeff Porter; Maura Power; Anita Rao; Kim Satterthwaite; Randhir Singh; Afsaneh Tibbs; Sandy Woiak; Velma Dessuit (Admin Support)
DMB – Kim Panzer; Mark Thomas

October 21, 2021 Meeting Agenda:



ITPAC agenda
October 21 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 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 impractical for ITPAC to physically assemble and 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 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://us06web.zoom.us/j/88523602633?pwd=TE5zcXdtcjRlY0h3Qm9kM3RlPV2hYZz09>

The meeting can also be accessed by entering the meeting code **885 2360 2633** and passcode **386494** or via phone.

The motion was seconded 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 and approved unanimously.

Minutes

- A motion to approve the minutes from the 9/9/21 meeting was moved by Kathy Walsh, seconded and approved unanimously.

Membership Matters

- ITPAC members were reminded that the following memberships expire on December 31, 2021: Sadaqat Ahmad (Hunter Mill); Michael Aschenaki (Lee); Anne Cahill (LWV); Andie Powell (FCPS); and Kathy Walsh (At Large).

2022 Schedule Discussion

- A discussion on the 2022 ITPAC meeting schedule was held. There are currently two options for meeting dates in 2022, one largely mirrors the 2021 calendar with seven meetings and an alternate calendar option with six meetings. Greg Scott notes that the Board of Supervisors IT Committee Chair Alcorn is interested in expanding the number of Board IT Committee meetings in 2022 to either three or four

meetings (from two) and thus it may be worth considering the alternate schedule with six annual ITPAC meetings to allow for staff to properly prepare for all meetings. ITPAC inquired about becoming a more active participant in at least one of the annual Board IT Committee meetings and Greg Scott said he would mention this to Supervisor Alcorn when he meets with him in the next two weeks, and report back to ITPAC. No final decision was reached; however, this will take place at the December 9 meeting.

DISCUSSION:

The “**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.

- The first topic raised by Kathy Walsh was a general question about broadband access and affordability. Greg Scott responds that a lot of work is going on in this area right now including seeking grant opportunities, working with franchisees, and internal staff groups meeting regularly as this is a topic of interest to the Board, and will likely be a topic on the agenda at the next Board IT Committee. In addition to local work, this issue is also being worked on statewide. The conversation has moved beyond a rural/urban issue and now cost/affordability is also a major consideration. The County has done mapping showing underserved areas. The County’s One Fairfax Equity team has been involved in helping to ascertain information about underserved communities.
- The second issue raised by Dennis Carlton concerns potential applications of blockchain technology by governments. Specific area of interest is whether ITPAC could assist with researching if and how other government entities have applied blockchain technology and whether it has been successful, and if so in what uses. Greg Scott mentioned that there was pre-COVID interest from Supervisor’s Alcorn and Lusk in this area; however, the focus shifted with the onset of COVID-19. Greg plans to check in with Supervisor Alcorn about this topic at their upcoming meeting. CISO Mike Dent notes security concerns on this technology. Several ITPAC members and staff members make the point that it is very important to ascertain specifically what is the problem or issue you are trying to solve by utilizing this technology. Dennis offers to be the point person for spearheading ITPAC research into this area.

AGENDA:

The first primary presentation is an **Update on DIT’s Support of the Office of Elections.** *The main presenter is Kim Satterthwaite.*

- New General Registrar – Scott Konopasek
- DIT assisted in the procurement of the updated Server with the Vendor (due to the chip shortage) and coordinated the effort to obtain 250 MiFi devices to update Poll Books remotely.
- Worked to identify and configure rooms throughout the GC while accommodating the Health Department’s COVID Vaccine efforts
- Provide support for the onboarding of election volunteers with IDs, licenses, and network access
- Significant support of tech needs for early voting throughout the County
- Will have significant DIT Support (Networking, Telecom, Desktop, EGov, GIS, MFD, Mailroom) for Election Day of 11/2 despite it being a County holiday

The second primary presentation is an **Update on GIS / Redistricting.** *The main presenters are Mike Liddle and Sandy Woiak.*

- Mike Liddle opens presentation by giving a brief refresher on GIS, highlighting recent agency endeavors such as trail assessments for the Park Authority, work for Northern Virginia Soil and Water Conservation District, and Health Department.

- Sandy Woiak highlights GIS support for the redistricting process. Sandy highlights the online portal for the Redistricting Advisory Committee and highlights the online dashboard application to review and compare plans.
- Mike Liddle provides an update on modernizing the GIS Enterprise.

The third topic on the agenda is an **Initial Discussion on the FY 2023 Budget Letter to the County Executive**. *The main presenter is Brian Heffern.*

- Due to time constraints, Brian Heffern agreed to provide bullet points to ITPAC for consideration. Goal is to discuss further and finalize shortly after the meeting on December 9, 2021 and have the interim letter to the County Executive ready by mid-December

The meeting adjourned at 10:05 A.M. The next regular ITPAC meeting is currently scheduled for December 9, 2021 at 8:00 A.M. This will be a remote meeting as the regular ITPAC meeting space (GC-Room 232) is being used by the Health Department.