

Information Technology Policy Advisory Committee (ITPAC) Meeting Summary

June 10, 2021

8:00 A.M. – 10:00 A.M.

Remote Video Conference Meeting During Governor's 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
Matthew Ragan	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); David Bartee; Michelle Breckenridge; Simran Dhami; Debra Dunbar; Adam Eldert; Rich Habgood; Brian Heffern; Linda Moore; Mike Palacios; Anita Rao; Kim Satterthwaite; Randhir Singh; George Spack; Kit Terrell; Afsaneh Tibbs; Velma Dessuit (admin support)

DMB – Kim Panzer; Mark Thomas

Courts – Eric Barr, Clerk of GDC; Susan Madsen, GDC Deputy Clerk; Kristi Smith, Clerk of JDRDC; Erin Zernal, Deputy Clerk of JDRDC; Johanna Balascio, CSD, JDRDC; Ivy Tillman, JDRDC; Haylee Adamson, JDRDC; John Frey, Clerk of Circuit Court

DTA Jay Doshi; Other County – Maura Power

June 10, 2021 Meeting Agenda:



ITPAC agenda June
10 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 by Anne Cahill 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://us02web.zoom.us/j/89903579606?pwd=dDVjaWlrRldVczhpbXhFRXd1dUxZUT09>

The meeting can also be accessed by entering the meeting code **899 0357 9606** and passcode **593730** or via phone.

The motion was seconded by John Hanks 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 by John Hanks and approved unanimously.

Minutes

- A motion to approve the minutes from the 4/22/21 meeting was moved by Kathy Walsh and seconded by John Hanks. It was approved unanimously.

In Brief

- ITPAC members who had not yet completed, were reminded to complete the acknowledgement form of the County One Fairfax policy by June 30, 2021.
- Two ITPAC members are requested to participate in a Strategic Plan outreach work session on June 22, 2021. Sadaqat Ahmad and Sue Hoffman agree to attend the meeting on ITPAC's behalf.
- Jay Doshi, Director of the Department of Tax Administration provides a brief update on new DTA tax system (TABS) going live in July. More information forthcoming at a future meeting.

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).
- Captain Matt Ragan will be resigning his position on ITPAC effective June 30, 2021 as he is relocating outside of Fairfax County.

DISCUSSION:

The recently instituted “**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.

- Discussion of recent ransomware attacks and how Fairfax County is working diligently to prevent their occurrence. CISO Mike Dent provides an overview and responds to several follow up questions from ITPAC members.
- Additional discussion about the role ITPAC can serve in helping to identify gaps and be of assistance to DIT. Example includes getting the word out about the positive impact IT has had in response to the pandemic.

In addition, a proposal was made for ITPAC to return to an in-person format at the September 9, 2021 meeting. After discussion, it was determined that members would email Brian Heffern with their preference, and if a quorum indicated they were comfortable meeting in person, that would be the plan for the September 9, 2021 meeting pending any mitigating circumstances in the interim. DIT would ensure that remote options are available for any members uncomfortable or unable to meet in person.

AGENDA:

The primary presentation on the agenda is an *Update on Courts Technology*. Main Presenter is David Barte, Director of DIT Court Services.

- The PDF presentation linked below is discussed in detail with support from staff members of the respective court units.



ITPAC-CourtTechnology 20210608.pdf

- The Court Technology Office supports courtroom technologies, courthouse-wide initiatives, and the day-to-day network operations for the District Courts (GDC and JDRDC), Office of the Commonwealth’s Attorney and ad hoc support to the Fairfax Bar Association and Fairfax Law Library.
- Goals and objectives include: improve citizens’ access to the Courts; facilitate trials and hearings in the most effective and efficient means possible; allow all three Courts to share common resources, and; provide for flexibility and adaptability to incorporate future changes in technology and court proceedings.
- The Courtroom Technology Management System (CTMS) is a centralized, multimedia evidence presentation system with enterprise class audio/video conferencing capabilities and controls
 - The Judge or Clerk has complete control to manage technologies from the bench.
 - Users (Attorneys) have limited controls and can easily connect devices for evidence presentation
 - Video Teleconferencing is available to and from anywhere in the world
 - High-tech courtrooms utilize a common infrastructure through a centralized Master Control Room (MCR)

- Provides a consistent and standardized solution for all three Courts
- Scalable to meet future growth and changes in technology
- Aligns with strategic goals to improve citizens' access to the Courts, and facilitate trials and hearings
- CTMS integrates multiple flat-screen displays, cameras, microphones, speakers, touch panels, audio recording, assistive listening and interpreting systems
- Evidence presentation can be conducted from multiple evidence sources and multiple courtroom locations and there is the ability to conduct "virtual courtrooms"

The other presentation on today's agenda is a *Preview of the June 15, 2021 BOS IT Committee Meeting: Digital Access/Broadband Initiative; Security Update; Cloud Computing Strategy*; however, due to time constraints CTO Greg Scott just summarized the agenda for the meeting and invited ITPAC to members to attend virtually if their schedules permit:

Digital Access / Broadband Discussion

Karla Bruce, Chief Equity Officer, Fairfax County
Jessica Hudson, Library Director, Fairfax County
Gregory Scott, Chief Technology Officer, Fairfax County
Gautam Sethi, Chief Information Officer, FCPS

Security Briefing

Michael Dent, Chief Information Security Officer, Fairfax County

Cloud Computing Strategy

Gregory Scott, Chief Technology Officer, Fairfax County

The meeting adjourned at 9:59 A.M. The next regular ITPAC meeting is currently scheduled for September 9, 2021 at 8:00 A.M. Location TBD, with the hope it will be in-person in the Government Center.