

## Information Technology Policy Advisory Committee (ITPAC) Meeting Summary

March 7, 2024  
8:00 A.M. – 10:00 A.M.  
Government Center – Room 232

### Committee Members:

Name	District/Organization	Present	Not Present
Edward Blum, Chairman	Providence District		X
Michael Aschenaki	Lee District		X
Carter Bates	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	
Brian McMahon	Hunter Mill District	X*	
Sean Rastatter	Springfield District	X	
Kathryn Walsh, Vice Chair	At Large Member	X	
VACANT	Chamber of Commerce		X
VACANT	Fairfax County Public Schools		X

\*These members participated remotely.

### County Staff Present:

DIT – Greg Scott, (CTO); George Coulter; Nate Wentland; Rob Barr; Michael Dent; Adam Eldert; Charles Gore; Brian Heffern; Zaki Horany; Crispin Netto; Mike Palacios; Jeff Porter; Maura Power; Anita Rao; Kim Satterthwaite; George Spack; Sheila Wright; Velma Dessuit (Admin Support)

DMB – Mark Thomas; Kim Panzer

### March 7, 2024, Meeting Agenda:



ITPAC agenda March  
7 FINAL.pdf

**Note:** Meeting materials were posted online at [www.fairfaxcounty.gov/informationtechnology/itpac](http://www.fairfaxcounty.gov/informationtechnology/itpac) and were sent to ITPAC members via email. This document will be posted on the ITPAC website.

**ITPAC COMMITTEE MATTERS:** Today's meeting was called to order at 8:15 A.M.

### **Verifying Quorum and Members of ITPAC Participating Remotely - Audio Check**

As only five members of ITPAC were onsite, an in-person quorum of members could not be established. The decision was made to go ahead with the meeting, but no official votes were taken. After roll call, the members of ITPAC who were participating remotely - Anne Cahill (medical), Rich Kostro (personal), Brian McMahon (personal); and John Hanks (medical/caregiver) were asked to do an audio check to ensure that each member's voice is clear, audible, and at an appropriate volume for all members. Each of the remote

members confirmed they could hear and be heard well. The remote members participated in the meeting in full accordance with ITPAC's Remote Meeting Policy approved in July 2022.

Despite holding this meeting in-person, alternative options for participation were made available. Members participating from remote locations did so through a dedicated Zoom video conference, meeting number **848 4741 0159** and enter passcode **219093** or live audio of the meeting could be accessed by dialing: **1-877-411-9748** and entering the conference code **2909363**.

### **Minutes**

Approval of the minutes from the 1/18/24 meeting was deferred due to lack of an onsite quorum. Approval will be handled at the April 25, 2024, ITPAC meeting.

### **Membership Matters**

- Ed Blum, Carter Bates, and Sean Rastatter were reappointed to new 3-year terms by the Board of Supervisors on January 23, 2024.
- The terms of Mark Lay, John Hanks, and Sue Hoffman have expired. All can continue to serve pending Board re-authorization or other action.
- Kendall Holbrook has indicated she will not be reappointed and is working with the Chamber of Commerce leadership to identify her replacement. The Chamber position is reflected as vacant.
- FCPS seat remains vacant.

### **DISCUSSION:**

The "**Issue of the Day**." segment is 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. This is an opportunity for ITPAC members to share insight into IT-related challenges and issues with which they are currently dealing and allow for discussion and/or DIT staff to ask questions.

- Today's discussion focused primarily on the FY25 ITPAC Letter to the Board of Supervisors. Kathy Walsh had developed a draft for discussion prior to the meeting.
- ITPAC members voiced their support of the draft, especially as it pertains to County Executive's inclusion of \$5 million in new funding to help bring IT to its Optimal State as well as additional funds to support significant inflationary and IT product cost increases in the Technology Infrastructure Fund.
- Mark Lay recommended editing page three under *Agencies' Business Process Transformations*. The last sentence was amended to read: "To achieve effective results and achieve long term sustainability, DIT must be engaged early as a partner and collaboration is necessary to achieve positive outcomes and allow the agency to quantify and measure citizen benefits."
- After the discussion, Brian Heffern noted that the amended letter would be forwarded to the Department of Management and Budget later in the day on March 7, 2024 for inclusion in the packet of materials being provided to the Board of Supervisors at the Board Budget Committee meeting on March 12, 2024.
- Dennis Carlton also asked CISO, Mike Dent for an update on security-related concerns and a wide-ranging discussion ensued on that topic. Mike Dent mentions concerns about critical infrastructure such as treatment plants etc., as attacks are increasing against those types of targets.

### **AGENDA:**

The first presentation is on the **2025 Advertised Budget Plan**; Presenters are Mark Thomas, Department of Management and Budget (DMB) and Brian Heffern and Crispin Netto, DIT.

- Mark Thomas provided a brief overview of the FY2025 Advertised Budget Plan, primarily using the “Budget at a Glance” [FY 2025 Advertised Budget At A Glance - Fairfax County, Virginia](#) that was provided to ITPAC members at the beginning of the meeting and linked here.
  - FY25 is a challenging budget due to limited revenue growth and required investments for employee compensation, schools, and transportation. The County Executive’s budget is built on a 4-cent tax rate increase from \$1.095 to \$1.135 per \$100 of assessed value.
  - Reductions totaling over \$36 million are included in the County Executive’s proposed budget due to efficiencies and analysis identifying areas in the budget where savings could be generated.
  - The remaining budget process timeline was highlighted and discussed.
- Brian Heffern provided specific highlights in the Budget pertaining to IT, including:
  - The Bad News – General Fund Baseline Reductions:
    - Reduction of \$1.1 Million reflecting 10 vacant IT positions and \$0.6 Million reflecting General Fund Supported Staff Augmentation
  - The Good News – Baseline Additions Include:
    - Increase of \$5M in the Technology Infrastructure Fund to support modernization and investment in new technology needed to guarantee the dependability, expandability, and effectiveness of IT infrastructure. This was a major focus of ITPAC Letter to the County Executive. DIT’s major priority of FY25 budget process is to keep this enhanced funding in the final approved Board [FY 25 Adopted Budget Plan](#).
    - \$2.3M for Inflationary/Contract Rate Adjustments for IT’s Technology Infrastructure Fund, reflecting the second consecutive year in a multi-year approach to provide funding in support of baseline IT PC/infrastructure requirements. ITPAC notes the importance of this being included in the budget.
- Crispin Netto provided an update on funding for IT Projects through both Fund 10040, IT Projects, and Fund 40091, E-911.
  - Fund 10040 covers 5 program areas: Corporate Enterprise, Tech Infrastructure, Health & Human Services, Planning & Development, and Public Safety.
  - 25 projects requested funding for FY25 totaling \$14.3M, of which \$12.5M is anticipated to be funded through Fund 10040 at either the *FY24 Third Quarter Review* or *FY24 Carryover Review*, depending on project requirements and timing.
  - An additional 23 existing projects will be leveraging available project funds and did not request additional funds for FY25.
- ITPAC asks if there is any portion of the IT budget at particular risk. The response is that the Board is under significant pressure to manage several competing priorities and there is not a lot of flexibility to do so. Thus, the importance of the ITPAC Letter to the Board highlighting the critical importance of the additional investments in IT.
- ITPAC showed concern about the negative growth in the nonresidential category in the *Percentage Change in Real Estate Assessed Values* table. Mark Thomas provides some additional details on the causes and impacts of this reality.

The next presentation is a **Court Technology Update**; *Zaki Horany, Director DIT Court Technologies Branch* is the main presenter.

- Three Main Focus Areas: Courtroom Technology, Courts Help Desk and Courts Applications
- Seven Project Areas are highlighted for ITPAC:
  - Courtrooms renovation and technology integration, 35 of 41 courtrooms equipped.
  - AI Technology Implementation, including the use of AI to facilitate justice, as well as challenges and concerns.
  - Real-Time speech to text transcription, a technology that converts court proceedings speech into text transcripts, enhancing accessibility and searchability.
  - Researching a Digital Evidence Management Solution for Courts to enhance the storage, management, and access of digital evidence for both Courts and the Office of the Commonwealth’s Attorney.

- In the process of implementing eCase Search, which will offer free and efficient access to Circuit Court case information (civil and criminal cases only) via the website.
- Another public website enhancement is the Advanced Civil Enforcement System (ACES), which will automate the civil enforcement processes between the Sheriff's Office and the Courts
- Implementing Internal (staff) or External (public) facing Digital Signage system, which will be able to augment lobby check-in systems, wait times, instructional information, QR codes etc., and can provide staff with operational status and key information in call centers, rollcall, and ready rooms.
- ITPAC asks a follow up question focusing on external connections and Zaki Horany notes that his team works closely with agencies to integrate systems or identify alternatives if applicable. He also notes that the county has invested significantly in technology to conduct remote hearings. Courtrooms are equipped for video arraignment, remote witness testimony, etc.
- Upon an inquiry from ITPAC, a discussion on the issue of document imaging ensues including Greg Scott, Zaki Horany, George Spack and others.

The final presentation is a **Legislative Update**; *Brian Heffern, Director of DIT's Policy, Planning and Administration* branch is the main presenter.

- The 2024 GA session is scheduled to adjourn on Saturday, March 9, 2024; however, there is still significant work to do on the Budget bill and several other pieces of legislation. There is the potential for a brief special session and/or the budget bill may be completed at the veto session on Wednesday, April 17, 2024.
- The volume of bills DIT was asked to review was significantly higher than last year as DIT was assigned 84 bills to review and analyze this session.
- Several bills with significant IT impact were brought to ITPAC's attention.
  - HB894/SB734 – Both bills allow, with certain exceptions, local and regional public bodies to convene up to 50 percent non-consecutive all-virtual public meetings.
  - HB1040/SB85 – For purposes of establishing a quorum at public meetings, if an individual has a disability as defined in Section 51.5-40.1 or is a caregiver for a person with a disability and uses remote participation, they count towards the quorum.
  - SB 339/SB439 the Joint Commission on Technology and Science (JCOTS) shall conduct an analysis of the expansion of blockchain technology, digital access mining, and cryptocurrency in the commonwealth.
  - SB 487 - the Joint Commission on Technology and Science (JCOTS) shall conduct an analysis of the use of artificial intelligence (AI) by public bodies in the Commonwealth and the creation of a Commission on Artificial Intelligence
  - HB1355 would have made numerous changes to the Information Technology Access Act. This bill passed the House, but the Senate continued the bill to the 2025 session and directed that the DGS Procurement Workgroup broadly study the IT accessibility issue and include representatives from local government interests in that discussion.
- Additional discussion is held on the competing House, Senate, and Governor budget priorities with Mark Lay noting concerns that the Northern Virginia Technology Council has on the tech tax portion of the budget bills. It will impact IT-related costs and may impact Virginia's ability to compete with neighboring states.

## **CONCLUSION:**

The meeting adjourned at 9:58 A.M.

The next regular ITPAC meeting is scheduled for April 25, 2024, at 8:00 A.M. It is scheduled to be an in-person meeting held in Room 232 of the Fairfax County Government Center.