Information Technology Authorization Committee

Wednesday, March 20, 2019

1:00 PM – 3:00 PM

Arizona Department of Administration

Conference Room 300

100 N. 15th Avenue, Phoenix, AZ 85007

Present

David Byers (V)	Supreme Court
Gilbert Orrantia (V)	State Agency Director
Morgan Reed (V)	State Government
Eddie Cook (V)	Local Government
Jegadesan Krishnamurthy (V)	Private Sector
Lev Gonick (V)	State Government (Call-In)
J.R. Sloan	ASET, Chairman of the ITAC Committee
Richard Stavneak	JLBC (Rebecca Perrera Present)

Absent

Representative Weninger	House of Representatives
Senator Rick Gray	State Senate
Brian Kirkland (V)	Private Sector
Michael Dob (V)	Private Sector
Keith Schraad (V)	Agency Director

(V) - Denotes Voting Member

Call to Order at 1:07p by Chairman, J.R. Sloan

Exhibit 1 - Approval of December 19, 2018 minutes

Motion to approve by David Byrers. Second by Gilbert Orantia.
Unanimous vote – Approved

Exhibit 2 - Approval of February 27, 2019 minutes

Motion to approve by David Byers. Second by Jeggy Krishnamurthy.
Unanimous vote – Approved

Exhibit 3 - Department of Administration HRIS Upgrade AD18008 - Voting Item
The Department of Administration sought Change Request approval to adjust the scope, budget and project end date associated with the upgrade of the HRIS platform.

Presenters:
Jeff Crane, Engagement Manager - ADOA-ASET
Stephanie Panacci, Executive Consultant - ADOA
Victor Carrasco , Senior Operational Excellence Engineer - ADOA

Motion to approve with conditions - Eddie Cook
Motion Seconded - Jeggy Krishnamurthy
Unanimous vote - Approved

Conditions:
1. Should expenses exceed the estimated costs by 10% or more, or should there be significant changes to the proposed technology, scope of work or implementation schedule, the Agency must amend the PIJ to reflect the changes and submit it to ADOA-ASET for review and approval by ITAC, prior to further expenditure of funds.

Exhibit 4 - Department of Child Safety Windows 10 Agency Refresh CH19006 - Voting Item
The Department of Child Safety requested approval of a Project Investment Justification (PIJ) to complete a hardware refresh to replace Windows 7 PCs with Windows 10 PCs.

Presenters:
Brandon Kent, Engagement Manager - ADOA-ASET
Linda Jewell, Assistant Director - DCS
James Dean, IT Project Manager - DCS
Mike Hale, IT Projects Manager - DCS

Motion to approve with conditions - David Byers
Motion Seconded - Gilbert Orrantia
Unanimous vote - Approved

Conditions:
1. Prior to moving forward with each phase of this project, the agency must submit quotes for all items contained within that phase to ADOA-ASET for review.

2. Should the final costs exceed the estimated costs by 10% or more, or should there be significant changes to the proposed technology, scope of work or implementation schedule, the Agency must amend the PIJ to reflect the changes and submit it to ADOA-ASET for review and approval prior to further expenditure of funds.

Chairman's Report
Chairman Sloan suggested that the committee consider using a Consent Agenda format for future ITAC meetings.

Meeting adjourned at 1:43p by Chairman J.R. Sloan.

Next ITAC meeting is tentatively scheduled for **Wednesday, April 17, 2019** at 1:00 PM.
Pursuant to A.R.S. 38-341-01(B), minutes of the Information Technology Authorization Committee are audio-recorded. Meeting recordings are maintained permanently in the ADOA ASET office. Public access and review of ITAC minutes are available by appointment Monday through Friday during normal business hours. Please contact Courtney King at 602-364-4777 to arrange for an audit of the recorded proceedings.