

CTS Advisory Council

November 5, 2014
1500 Jefferson Street
Olympia, Washington

Welcome

Christy Ridout, Consolidated Technology Services (CTS), opened the meeting.

Attendees: Don Peck (DOH), Debbie Stewart (ECY), Cathy Munson (LSC), Steve Young (DNR), Sue Langen (DSHS), Nick Fuchs (DES), Dave Kirk (DFI), Michael Cockrill (OCIO), Adam Aaseby, (HCA), Bob Lanouette (LNI), Rod White (DFW)

Guests: Wendy Huff (CTS), Laura Parma (CTS), and Dan Mercer (CTS)

CTS Roadmap Overview

Dan Mercer presented the CTS Strategic Roadmap. The CTS Strategic Roadmap is a coordinated and comprehensive strategy, with key objectives, options, and decision points identified, that provides a long-term direction for agency focus and a foundation for CTS' priorities and investments. The Roadmap is a working document that provides a background of where we are, where we are going, and the path to get there and is intended to be used as a tool for future planning. CTS would like input on identifying items for discussion and prioritization.

Members stated the Roadmap should be aligned with customer agency Roadmap/Business Strategies; OCIO Strategic Plan; and decision package requests to ensure customer priorities drive the information. Further discussion was held with the following suggestions/comments:

- Engage the broader community of customer agencies at some point (use the Advisory Council as the pilot agencies).
- Remove the Timelines.
- Remove the word 'Roadmap' in the title.
- Provide an education component for non-IT leaders.
- Roadmap layout should be able to conform to different audiences (different layouts depending upon the audience).
- Determine how far out the 'vision' should be; 2 years, 4 years?
- CTS needs to work with the agencies to gather additional information on projects, priorities, etc.

Action Item: Next steps are to engage the CTS Customer Account Representatives (CAM) in the information gathering process. The CAM's will build upon work that already been done in the agency decision package reviews, and work with the agencies to gather additional information. Laura Parma and Dan Mercer will create a template for this purpose. The template will be shared with the Council for feedback at the December meeting.

An iterative version of the Roadmap is available online at <https://sp.cts.wa.gov/ask/roadmap/SitePages/Home.aspx>.

LISTSERV

Action Item: Wendy Huff asked the members to review the LISTSERV information that was sent with the meeting materials and provide feedback on the following:

1. Is your agency interested in continuing to use the service?
2. What is your input regarding the proposed rate models for the service?
3. Who is your agency contact who provided preliminary feedback to CTS regarding LISTSERV?

O365

Action Item: CTS will schedule a separate meeting to discuss O365 within the next two weeks.

Next Meeting

December 3, 2014
Conference Center Room 2331
1500 Jefferson Street
Olympia, WA