



Washington's Consolidated Technology Services Agency

Cloud Transition Task Force

Tuesday, July 27, 2021
2:00 – 4:00 PM



AGENDA

START	FINISH	ITEM	ACTION REQUIRED	PRESENTER
2:00	2:05	Welcome, overview of task force and goals	Information	Mark Quimby
2:05	2:20	Introductions	Information	Task Force members
2:20	2:30	Task Force Charter	Adoption	Jill Satran
2:30	2:45	Identify shared assumptions	Information, Discussion	Jill Satran
2:45	2:50	How the Task Force will work	Information, Discussion	Jill Satran
2:50	3:30	Background - current state labor force, state cloud strategy	Information	Sue Langen / Derek Puckett
3:30	3:45	Summary of meeting and next steps	Information, Discussion	Mark Quimby
3:45	4:00	Public Comment		



Task Force Members - Introductions

Chair – **Mark Quimby / Bill Kehoe**, State CIO

Vinod Brahmapuram, State Chief Information Security Officer

Debbie LaCroix, Washington Federation of State Employees (*Employee Bargaining Unit*)

Camille Kruger, Washington Federation of State Employees (*Employee Bargaining Unit*)

Michael Mattmiller, Microsoft (*Third-party cloud computing services*)

Omid Ghaffari-Tabrizi, Monument Advocacy (*Cloud Computing Trade Association*)

Grant Rodeheaver, State Board for Community and Technical Colleges

Adjunct:


Franklin Plaistowe, Office of Financial Management Human Resources

Cindy Guertin-Anderson, Dept. of Enterprise Services Workforce Support and Development

TASK FORCE CHARTER

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TASK FORCE CHARTER



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Washington Cloud Transition Task Force Charter

Purpose

The Washington state legislature has determined that the state's information technology should move toward cloud services, with the expectation that this will deliver technical capacity, security, resiliency, disaster recovery capability and data analytics necessary to provide Washingtonians the services they require. While there are significant benefits and efficiencies to be achieved, such a shift will bring a number of impacts that will need to be thoughtfully managed.

The state currently employs approximately 4,400 staff in technology-related positions. As the state moves forward with the cloud computing strategy, the nature of those jobs is expected to change. To ensure the state can retain its current talent base and arm them with appropriate skills and tools to thrive in the cloud-based technology environment, the Legislature created this Task Force to review three key issues.


- Impacts on labor of transitioning to third-party cloud computing services.
- Retraining needs that the existing workforce may require to maintain employment in the information technology sector and deliver cloud computing services effectively within state government;
- The optimal method for delivering such training.

Outcome

The Cloud Transition Task Force is responsible for reporting its findings and recommendations to the governor and legislature by November 30, 2021.

Membership

- **Mark Quimby / Bill Kehoe, Washington State Chief Information Officer (CIO), Task Force Chair**
- **Vinod Brahmapuram, Washington State Chief Information Security Officer (CISO)**
- **Debbie LaCroix, Washington Federation of State Employees** (Represented employees' bargaining unit for state employees)
- **Camille Kruger, Washington Federation of State Employees** (Represented employees' bargaining unit for state employees)
- **Michael Matmiller, Microsoft** (Third-party Cloud Computing Services)
- **Omid Ghaffari-Tabrizi, Monument Advocacy** (Trade Association Representing Cloud Computing Providers)
- **Grand Rodeheaver, State Board for Community and Technical Colleges**



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Two adjunct members will also provide on-going advice and expertise to the Task Force:

- **Franklin Plaistowe**, Office of Financial Management Human Resources
- **Cindy Guertin-Anderson**, Department of Enterprise Services Workforce Support and Development

Responsibilities

Chair – The chair will convene and preside over the Task Force. The chair will lead to develop meeting agendas; if necessary, appoint subcommittees and serve as a spokesman for the Task Force. The chair must convene the first meeting, but may delegate the role for subsequent meetings.

Task Force Members –

1. Actively participate in all Task Force meetings. Consistency in attendance is important.
2. Work between meetings to educate themselves on issues. Members accept the responsibility to come to meetings prepared for the discussion.
3. Provide input into research areas as appropriate.
4. Work cooperatively with each other, the chair and Task Force staff to accomplish the Task Force goals.
5. Keep constituents informed of Task Force efforts, solicit input on issues discussed, and share this input with the Task Force.

Subcommittees

The chair may appoint subcommittees to advance the work of the Task Force. The purpose of these subcommittees is to carry out work for which they are formed, and to make recommendations to the full Task Force. The subcommittees will consist of Task Force members and may also include staff and other participants. Subcommittees will be chaired by Task Force members appointed by the chair.

Committee Support

The Office of the Chief Information Officer (OCIO) is responsible for supporting the work of the Task Force. The OCIO has hired Sightline, LLC, to provide Task Force management.

Meetings

A minimum of four Task Force meetings will be held. Meetings will be scheduled for approximately two hours. The chair may, at their discretion, schedule additional meetings.

Meetings will be held virtually. The option to attend meetings in person may be offered for later meetings.]

1. Actively participate
2. Educate yourself on issues and come prepared to discuss.
3. Provide input
4. Work cooperatively
5. Keep constituents informed

Modified –

All meetings will be virtual. In-person attendance may become available.


May use Teams, WebEx or other platform

Quorum required for action

Consensus focus

All views will be represented

Votes are permitted if necessary



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Decision Making

A minimum of four Task Force members is necessary to constitute a quorum. A quorum is necessary for the Task Force to make decisions or recommendations. If a quorum is not present, the meeting may continue with no actions being taken.

The Task Force shall strive for consensus on matters and issues that are brought before it. The levels of consensus include:

- I strongly support the decision.
- I can accept the decision.
- I can live with the decision.
- I do not fully agree with the decision; however, I will not block it.

In the absence of consensus after substantive discussion, the chair may ask for a vote. The vote will carry if a majority of the Task Force (at least four members) vote in favor. Alternatively, other methods of decision making may be used, such as voting by email or other electronic means or convening a special meeting if needed. Adjunct Task Force members may not vote.

The Task Force will strive to ensure that the final report reflects the views of all Task Force members. If there is disagreement or lack of consensus on one or more topics, a discussion of the multiple viewpoints expressed by the Task Force members will be included. Minority reports will be allowed for all decisions. In addition, the Task Force report and meeting summaries will highlight the pros and cons of the actions as discussed.

Website


The OCIO has created a web page specific to the Task Force on the OCIO web site. It can be found at [Stakeholders | OCIO \(wa.gov\)](#). Task force information, i.e., members, charter, minutes and meeting materials will be posted on the web site, along with relevant reports, studies and other reference material provided to the Task Force. Information about public involvement will also be posted on the web site.

Records

The records of the Task Force are subject to the requirements of the Open Public Records Act, 42.56 RCW. Minutes of the Task Force meetings shall serve as the official record of the meetings and shall be made available upon request. The Task Force shall determine the scope and content of the minutes. Meeting minutes will be posted on the Task Force website.

Term

The Task Force expires on December 31, 2021.



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Acceptance (signatures)

<hr/> Bill Kehoe State CIO and Task Force Chair	<hr/> Vinod Brahmapuram State CISO
<hr/> Debbie LaCroix Washington Federation of State Employees	<hr/> Camille Kruger Washington Federation of State Employees
<hr/> Michael Mattmiller Microsoft	<hr/> Omid Ghaffari-Tabrizi Monument Advocacy
<hr/> Grant Rodeheaver State Board for Community and Technical Colleges	<hr/> Franklin Plaistowe Office of Financial Management Human Resources
<hr/> Cindy Guertin-Anderson Department of Enterprise Services Workforce Support and Development	



SHARED ASSUMPTIONS

ASSUMPTIONS / EXPECTATIONS



- ▶ **Example ONLY:** The state cloud strategy can be used as the foundation for estimating future needs



How the Task Force will operate

- Six meetings planned
- Agendas focus on items in legislation
- Task Force will drive the content
- Issue papers will be prepared in advance
- Final report and recommendations will reflect Task Force discussions

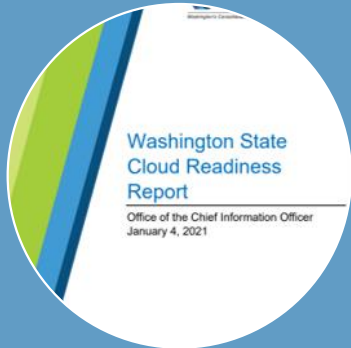
PRELIMINARY MEETING SCHEDULE	
Dates	Topics
7/27	Kick-off
8/17	Focus: Impact on Labor of Cloud Transition
9/7	Focus: Retraining Needs
9/28	Focus: Optimal Training Delivery Methods
10/14	Review Draft Report & Recommendations
10/26	Approve Final Report and Recommendations

[Stakeholders | OCIO \(wa.gov\)](https://www.wa.gov)

BACKGROUND

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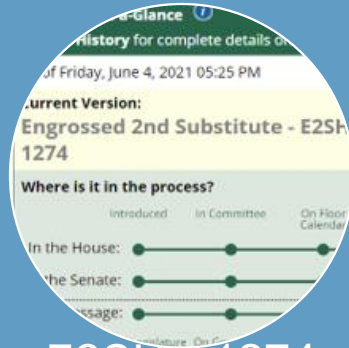
Cloud Strategy



State Cloud Readiness Report

Resulted from earlier cloud bill.
Recommends a central organization to accelerate migrations and other preparatory projects

Jan 1, 2021



E2SHB 1274

“The Legislature intends to migrate the state’s information technology toward cloud services...”
Creates Taskforce on Cloud Transition to review specific labor and workforce issues



WaTech Kickstarts Cloud Strategy

Internal funds used to initiate some priority technology projects identified in the Cloud Readiness Report



Central Org to Enable Enterprise-Scale Migrations

- Secure sustaining funds
- Organize to accelerate statewide migrations
- RFP for expert migration resources

Today

Agencies Report on Cloud Staffing & Skills

CIO Survey: Staffing to Support Cloud

- 87% - Have plan to upgrade IT skills
- 40% - Have not evaluated impact of cloud migration on culture & resources
- 85% - Have no plans to reorganize staff workloads to support emerging technology
- 74% - Expect staffing levels to remain roughly the same over next 5 years
- 60% - Agencies using 3rd party contractors to support cloud deployments

CIO Survey: Skills

- 70% - Agencies have no staff with cloud certifications
- 60% - Agencies allocating less than 10% of budget for cloud

Barriers to Training

- 25% - None
- 25% - Avoid business disruptions
- 19% - Timeliness of applying new skills
- 18% - Inadequate training budgets

NEXT STEPS

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Next Meeting – August 17, 2021

Focus: Impacts on labor of transitioning to third-party cloud computing services.

- Research is under way
- Identify issues, gaps, opportunities
- Issue paper(s) will be distributed in advance of meeting



PUBLIC COMMENT

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