Washington State · Office of the
Chief Information Officer

Attendance:	**Jim Weaver**	Staff: Sue Langen and Angela Knight
	Butch Leonardson	
	Rep. Matt Boehnke	
	Vikki Smith	
	Viggo Forde	
	Rep. Zack Hudgins	

TOPIC	LEAD	NOTES
Welcome and Introductions	**Jim Weaver**	**Introductions and roll call.**
Approve Minutes from October 10 Subcommittee Meeting	**Jim Weaver**	**Approved as written.**
Project Lessons Learned – Department of Health's Women, Infants and Children's Cascade Project • **Lacy Fehrenbach, Executive Sponsor** • **Paul Throne, Business Sponsor** • **Becky Waite, Sr. Project Manager** • **Jennifer McNamara, Chief Information Officer** • **Bob Wier, Quality Assurance**	**Sue Langen** **Laura Parma**	**The project team presented information on the work being done to replace the WIC Client Information Management System to include electronic benefit transfer (EBT) functions. They reviewed:** • **Strategic alignment** • **WIC program** • **Project governance structure** • **Project profile** • **Implementation approach** • **Project status** • **Lessons learned** • **Quality assurance assessment** **Project should complete by December 31. 2019.**

Policy/Standard Review • **Policy 188 - Accessibility (UPDATE)** • **188.10 – Minimum Accessibility Standard (UPDATE)**	**Sue Langen**	**Updates to the policy and standard will align the state with federal and industry standards and removes obsolete deadline dates from previous version.** **Members agreed to move forward with recommendation to approve at next full board meeting.**
Office of Cybersecurity	**Jim Weaver** **Vinod Brahmapuram**	**Jim introduced our new Chief Information Security Officer, Vinod Brahmapuram.** **He reviewed some objectives for work in the cybersecurity office:** • **Evaluate the risks** • **Educate customers and staff** • **Engage stakeholders** • **Advance technologies** • **Measure success** • **Report cyber health**
IT Project Dashboard Review	**Sue Langen** **Derek Puckett**	**Derek provided a preview-to-date of the minimum viable product (MVP) of the new IT project dashboard.**
Public Comment		**No public comment.**

Link to meeting recording.