

Thursday, November 18, 2021
9:00 a.m. – 11:00 a.m.

Attendees: Bill Kehoe
David Danner
Butch Leonardson
Paul Moulton

TOPIC	LEAD	NOTES
Welcome and Introductions	Bill Kehoe	Bill announced that in 2022 full board meetings will be shortened to two hours, presentations will be shorter so as to allow for more board member engagement and a Security/Privacy Subcommittee will be added to the meeting schedule.
Approve Minutes from October 14 Subcommittee Meeting	Bill Kehoe	Minutes were approved as written.
Standard 182.20.10 - Email Naming Standard UPDATE	Nick Stowe Scott Lindekugel Karen McLaughlin	Staff presented updates to revise the email naming standard to align with the current migration to a cloud solution. Subcommittee members agreed to recommend for final approval at the December 2021 full board meeting.
Project Status – WSDOT Tolling Back Office System Replacement Project (BOS) <ul style="list-style-type: none"> • Julie Meredith, Asst. Secretary and Executive Sponsor • Jennifer Charlebois, Project Manager • Dana McLean, QA, Public Consulting Group 	Rich Tomsinski	WSDOT staff provided an overview and lessons learned on the successful implementation of the new system for collecting toll payments. Quality assurance staff provided feedback on the successes and lessons learned as well.

<p>Program Status – One Washington</p> <ul style="list-style-type: none"> • Introduction – Scott Nicholson, Interim Executive Director • QA Assessment – Allen Mills, <i>bluecrane</i>[™] • Program Updates – Program Team and Vendor Partners • Q&A 	<p>Amy Pearson</p>	<p>One Washington and QA staff continued overview of key issues in the integrated schedule, agency remediation and agency engagement activities. One Washington staff addressed some of the risks and progress to date, but were not able to finish due to time constraints. The program will return to continue these discussions at the Dec. 14 full board meeting.</p>
<p>Project Status – DSHS System for Integrated Leave, Attendance and Scheduling (SILAS)</p> <ul style="list-style-type: none"> • Judy Fitzgerald, Assistant Secretary and Executive Sponsor • Jay Minton, Director, Finance Services • Kristi Hubble, Project Manager • Melanie Roberts, Quality Assurance, Stellar Associates 	<p>Amy Pearson</p>	<p>The SILAS project team presented an overview of the purpose and project success in implementing the system at the Child Study and Treatment Center, as well as funding challenges ahead for future implementations.</p>
<p>Public Comment</p>		<p>The Assistant Attorney General assigned to the TSB, Mark Lyon, is retiring at the end of the year.</p>

[Meeting Recording link.](#)