

CTS Advisory Council

July 2, 2014
1500 Jefferson Street
Olympia, Washington

Welcome

Laura Parma (CTS) opened the meeting.

Attendees: Rob St. John (CTS), Don Peck (DOH), Debbie Stewart (ECY), Cathy Munson (LSC) and Michael Cockrill (OCIO)

**Budget Reduction
Exercise – Discussion**

Rob St. John (CTS) initiated a discussion to solicit ideas from the Advisory Council of what support CTS could provide to agencies.

Council members agreed that video conferencing is a service area they would like CTS to review. Rob shared that CTS could potentially look at the common aspects of the videoconferencing area, including scheduling, to see if there is a way to assist agencies in the reduction. It was also discussed that a review of how to leverage the new Lync Collaboration service may meet some of the requirements for agencies.

Action Item: Rob will take a follow up regarding the videoconferencing idea.

**CTS Initiative for Request
Fulfillment Process**

Laura provided an overview of the new initiative to update the Request Fulfillment process. The Charter for the initiative was provided to the Advisory Council prior to the meeting. Laura is seeking interested agency participants in a session to confirm areas of improvement. Staffs from agencies are invited to attend a two-hour session on July 16th at 10 am to noon. The session will be held in the Presentation Room of the 1500 Jefferson Building. Please contact Laura Parma directly if you have team members who can participate and/or if you have any additional questions.

**Process for Decision
Package Assessments**

Laura reviewed the process for agency consultations with CTS to support their Decision Package Consultation requests. Requests are to be submitted through the CTS Service Desk with the key phrase of "Consultation Request for DP Review 2014". Once received, the CTS Customer Account Managers will be the point of coordination for agency consultation requests.

Next Meeting

August 6, 2014
Conference Center Room 2331
1500 Jefferson Street
Olympia, WA