

***** NOTICE OF PUBLIC MEETING *****

INFORMATION TECHNOLOGY ADVISORY BOARD

LOCATION:
Nevada State Library & Archives
100 N. Stewart Street
Room 110
Carson City, Nevada 89701

VIDEOCONFERENCED TO:
Grant Sawyer Building
555 E. Washington Avenue
Room 1400
Las Vegas, Nevada 89101

DATE AND TIME OF MEETING: August 10, 2022, 1:00 p.m. (Pacific Time)

MINUTES

1. CALL TO ORDER and ROLL CALL

Vice Chair Laura Freed called the meeting to order at 1:06 pm and then did roll call.

Members Present

- Director Laura Freed, Vice Chair
- Senator Moises Denis
- Deputy Administrator Sandra Ruybalid
- Mr. Hillery Pichon
- Mr. Les Ottolenghi
- Mr. Jeramie Brown, Chair

Members Absent

- Assemblywoman Teresa Benitez-Thompson

2. PUBLIC COMMENTS (*for discussion only*)

None.

3. NOMINATION AND ELECTION OF CHAIR: Per NRS 242.122(3), “At the first regular meeting of each calendar year, the members of the Board shall elect a Chair by majority vote.” (*for possible action*)

Administrator Tim Galluzi informed the board that the time commitment from the Chair would be one hour each month to meet with EITS leadership and to go over the agenda.

Discussion took place regarding willingness of board members to serve. Mr. Les Ottolenghi motioned to nominate Mr. Jeramie Brown as the Chair and Mr. Hillery Pichon seconded the motion. Mr. Les Ottolenghi then motioned to nominate Director Laura Freed as the Vice Chair and Senator Moises Denis seconded the motion. Both motions passed.

4. APPROVAL OF THE MINUTES: A discussion and vote related to approval of draft minutes related to the Information Technology Advisory Board (“ITAB”) meeting on June 10, 2021 (*for possible action*)

Vice Chair Laura Freed motioned to approve the minutes. Senator Moises Denis seconded the motion. Motion passed.

5. OPEN MEETING LAW: A discussion to determine the board’s needs for training and resources about its function and open meeting requirements with the opportunity for questions and answers (*for possible action*) – Senior Deputy Attorney General (“SDAG”) Homa Woodrum

SDAG Homa Woodrum stated that she wanted to see if the board members were interested in having an open meeting law (OML) training at a future meeting and that it could be held immediately before the scheduled start of a meeting of the board. The board agreed that this would be beneficial, and Chair Jeramie Brown stated that this training can be scheduled prior to the next board meeting.

6. BOARD OBJECTIVES: A discussion regarding the board’s objectives in alignment with the duties and powers outlined in NRS 242.124 (*for possible action*) – SDAG Homa Woodrum

SDAG Homa Woodrum informed the board of the legislative history and what is covered under NRS such as objectives, requirements, and mandatory duties. Vice Chair Laura Freed asked how EITS budget could be discussed prior to Sept. 1st when there’s another statute that precludes disclosure of agency recommended budgets as they must be kept confidential until the governor’s recommended budget is transmitted to the Legislature. SDAG Woodrum stated the most appropriate way to approach this conflict is to not disclose but to show a good-faith effort for transparency and share the information after it is public. She also stated that a closed meeting would not remedy the confidentiality concerns. Vice Chair Freed then stated that the board can discuss EITS budget after Oct 15th as it will be public knowledge by then and she would like to take a broader look at what the submissions for IT are across state government.

7. BYLAWS A discussion to determine the board’s needs for bylaws, including presentation of a discussion draft (*for possible action*) – SDAG Homa Woodrum

SDAG Homa Woodrum explained the benefits of bylaws, such as having information that covers who can serve as the chair, providing new members with additional references

and how to handle conflicts of interests. The board agreed that having bylaws can be beneficial, but they will hold off for a couple meetings before discussing the bylaws any further as a number of members were new to the board.

8. ENTERPRISE INFORMATION TECHNOLOGY SERVICES (EITS) DIVISION
QUESTIONS AND ANSWERS (*for discussion only*) – Timothy Galluzi, State Chief
Information Officer and EITS Administrator

Administrator/Chief Information Officer Tim Galluzi answered the board members questions ranging from cyber security to hiring processes which involved difficulty in recruitment and retention of state staff due to compensation and other causes. Some information was confidential related to planning for the division related specifically to security measures and could not be disclosed to the public, but Administrator Galluzi assured the board that measures were in place. Administrator Galluzi did state that he can provide a breakdown into planning stages of enhancement requests for EITS at the next board meeting.

9. ITAB 2022 MEETING SCHEDULE: A discussion regarding board membership, a
quarterly meeting schedule as required by NRS 242.123, and future meeting agenda items
(*for possible action*)

Chair Jeramie Brown stated that there will be potential dates sent out to board members to have the next meeting at the end of October owing to quorum concerns. The board will be losing the two legislation members in November as they will be out of office. The board does have three vacant local/county government positions and one private industry position.

10. PUBLIC COMMENTS (*for discussion only*)

None.

11. ADJOURNMENT
