WaTech
Washington Technology Solutions

Technology Services Board Portfolio/Policy Subcommittee Meeting Minutes

July 13, 2023
9:45 a.m. – 11:00 a.m.
Attendees: Bill Kehoe, Rep. Travis Couture, Cami Feek, Viggo Forde, Butch Leonardson, Paul Moulton
Hybrid – 1500 Jefferson St SE, Olympia, WA; Presentation Rm and Virtual via Zoom

Link to Meeting Video

Link to Presentation Slides

Welcome, Agenda Review, 04/13 Minutes Review – Deanna Brocker

Deanna Brocker reviewed the agenda for the day and reviewed the April 13 meeting minutes. Minutes were approved.

WA Cares Program – Richelle Glascock

Richelle Glascock, WaTech Oversight Consultant, introduced the program overseen by multiple agency partners such as Dept. of Social & Health Services, Employment Security Dept., Health Care Authority and the State Actuary. She highlighted recent milestones including the introduction of functionalities for program exemptions, a new website launch, and enhanced cross-agency collaboration practices.

Bea Rector, DSHS Assistant Secretary, discussed the state's universal long-term care program, where workers contribute a portion of their paycheck to a trust fund to qualify for benefits, with no additional costs or claims required when using the services. Multiple state agencies collaborate on this first-of-its-kind program, ensuring its efficient implementation, financial solvency, and benefit adequacy for all involved.

Megan Pilon and Ben Veghte, both from DSHS, presented an update on the ongoing program, showcasing milestones. The program has been making strides, with significant contributions from various agencies and a successful launch in July. To address potential challenges, especially with high demand at launch, two mitigation strategies were proposed: conducting a pilot in the first half of 2026 (which requires a statute change) and enhancing readiness by testing systems and processes in early 2026. A governance structure is in place to ensure seamless coordination among agencies, aligning with the HHS coalition's standards. Members commended the team's collaborative spirit and progress, noting the impressive inter-agency coordination.

Policy & Standard Review – Sam Zee, Rob Allred, Derek Puckett, Diana Martin

Sam Zee, Enterprise Technology Policy Manager, outlined the policy review process. Initially, each policy undergoes scrutiny by a work group made up of representatives from various agencies. The policy is then subject to a community review, involving CIOs, CISOs, local government, and other interested parties. Following this, the policy goes through the Technology Management Council and the Business Management

Council, before arriving at the TSB Portfolio/Policy Subcommittee. If the subcommittee recommends approval, Bill Kehoe has the discretion to adopt the policy. Each of the following policies and standards were reviewed and the members support moving them forward to the September 19 full Board meeting for approval.

- Establishing an Enterprise Service Policy
- Enterprise Service (Standard) – Cloud Highway
- Naming Convention Standard
- Policy on Policies
- Waiver Standard and Procedure
- IT Investments Approval and Oversight Policy, Procedures and Appendices
- Project Quality Assurance Policy

Samantha Zee thanked the community and the Board for their collaboration and feedback on the policies and standards. Members highlighted their positive engagement and emphasized the importance of updated and effective policies for the state's success.

Enterprise IT Strategic Plan Update – Deanna Brocker

Deanna presented the almost-finalized Enterprise IT Strategic Plan, highlighting the collaborative process it underwent with over 100 business and IT leaders contributing. The plan focuses on four main goals: 1) improving government service delivery with an emphasis on equity, 2) utilizing data to enhance lives and improve customer outcome, 3) implementing innovative technology solutions to address systemic societal issues, and 4) transforming the workforce by attracting and retaining talent. Feedback from the Board was positive, and Deanna encouraged continued communication for further refinement.

Public Comment

No public comment.

Deanna thanked members, presenters and attendees for their engagement and adjourned the meeting.