



# State Portal Steering Committee (SC) Meeting

## Summary Minutes

Meeting Date: **January 13, 200** Meeting Time: **1:00 – 3:00 pm** Meeting Location: **900 N Street Room 340**

**Attendees:**

**Committee members:** PK Agarwal, Carole Ford (FTB), Richard Devylder (DOR), J. Clark Kelso, Karen Johnson(BOE) , Floyd Shimomura (SPB), Lynelle Jolley (DPA).

**Alternate members:** John Harrigan, Pam Harris, Kristine Ogilvie, Daryll Tsujihara, Kathleen Beitiks, Davood Ghods, Bernard Soriano

**Others:** Claudina Nevis, Deborah Schwartz, Steve Clemons, Carol Fieldhouse, Caroline Cabias, Laura Aguilera, Dale Jablonsky.

**Absent members:** John Jewell, Jimmy Orr, John Rea, Wayne Strumpfer, Vince Brown, Nick Smith

Topic	Discussion Highlights	Action	Action Assignment
I. Meeting Minutes	Clark Kelso introduced the new SC members from DPA & SPB: Floyd Shimomura (SPB), Lynelle Jolley (DPA), Laura Aguilera (SPB alternate), Daryll Tsujihara, (DPA alternate).	Approved: 10/14 SC Meeting Minutes	
	Clark Kelso reviewed the previously distributed and finalized 5 <b>Recommendations to Create a more sustainable State WEB presence</b> approved at the October 14 SC meeting.		
II. Service Oriented Architecture (SOA)	<ul style="list-style-type: none"> <li>Clark Kelso led the review of the distributed 3 SOA <b>Recommendations</b> presented at the December 9 Review Board meeting.</li> <li>He shared that Dale Jablonsky and Steve Clemons are collaborating on a “<i>Critical Business Issues for Identity Authentication &amp; Privacy (IAP)</i>” deliverable.</li> <li>Clark to form an IAP subcommittee with selected members from this committee when he has the above drafted documentation.</li> </ul>		<ul style="list-style-type: none"> <li>Clark requested Steve Clemons to work with the EA committee to develop an executive summary for the SOA document for business readers.</li> <li>Clark will schedule IAP subcommittee meeting when the above IAP deliverable available</li> </ul>

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<p>III. <i>California State Portal</i></p>	<p>Kris Ogilvie reported briefly for the California Research Bureau (CRB) since John Jewell is out this month: the Portal Framework document will be distributed at end of January for comments.</p>		<ul style="list-style-type: none"> <li>• Clark asked Kris when the <i>Information Organization, Usability, Currency &amp; Accessibility (IOU) Working Group</i> will have the new FTB Web sample templates available and reviewed.</li> <li>• Kris asked the committee members for volunteers to staff the IOU WG the State Library is chairing.</li> </ul>
<p>IV. <i>DTS Portal Transition Strategy: SC Adopted Recommendation #5</i></p>	<p><b>PK</b> provided update for the DTS Portal activities currently underway:</p> <ul style="list-style-type: none"> <li>• RFI was issued</li> <li>• PK feels what is needed now are the following: 1)Fix the search 2) payment services 3) authentication services 4) standards 5) common tools 6) Design (3 clicks or less)</li> <li>• PK recommends 1 RFP for all departments with Portal projects approved: DMV, DTS, DCA, ?... with a possible 10 month web infrastructure implementation date.</li> </ul> <p><b>DPA and SPB</b> discussed the beginning stages of their HR Portal project.</p> <p><b>Clark</b> shared that Payment Services can be provided by DTS or any department that wants to offer and support these services (note that DMV, FTB &amp; BOE currently share a common payment vendor under separate contracts).</p> <p><b>BOE and FTB</b> shared that both departments have contracts with Google in support of their web access/search capabilities.</p>		<ul style="list-style-type: none"> <li>• Clark requested minutes with deliverables for future DTS Portal meetings with department stakeholders to share with all Review Board &amp; SC members.</li> <li>• PK to provide update from the Payment meeting he has scheduled the last week of January with DMV, EDD, BOE &amp; DCA re: combining procurements, speeding up implementation and Payment Services.</li> </ul>
<p>V. <i>Proposed State Portal Legislation</i></p>	<ul style="list-style-type: none"> <li>• Clark shared that according to DOF no Legislation is needed to budget money across departments for common services, such as GIS, etc.</li> <li>• Clark also indicated that no Portal Legislation is needed for current</li> </ul>		

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	Portal initiatives at this time; however, he would not be surprised if there were some bills introduced to support Portal initiatives being discussed in the Legislature...		
VI. <i>Next steps</i>	The next meeting will be the Review Board meeting on February 10, 1-3. Location: 900 N Street Room 340 <b>or</b> new location if funding is available from the State Library		
VII. <i>Adjourn</i>	Meeting adjourned @ 2:35 <u>P.M.</u>		

**2005 IT Strategic Plan : Goal 1, Objective 1, Action 4:**

*The California Portal Steering Committee will guide development of a new infrastructure to support the State's presence on the Internet including: (a) identification and design of shared services; (b) definition of the technical architecture and governance process; (c) identification of additional projects to leverage shared resources; and (d) by July 2006, approval of the first architecture for the State's Internet infrastructure.*

**Portal Steering Committee Recommendations – October 14, 2005**

**Recommendation 1 (Governance & Architecture):** The State should adopt a “federated” management and governance approach to the development and maintenance of the State’s Internet presence.

**Recommendation 2 (Service Centers):** With leadership provided by cross-agency working groups organized around a few high-level governmental functions, the State should develop and maintain one or more “Service Centers” (including a State-level “California Service Center”) that assist users in navigating quickly to desired government information and services.

**Recommendation 3 (Shared Services):** The State CIO should begin conversations with the State Portal Review Board and appropriate agencies to identify specific shared services that should be developed for the State’s web presence. The list of specific shared services should be brought back to the State Portal Steering Committee for its consideration and action.

**Recommendation 4 (State Banner):** The State CIO, with advice from the Portal Steering Committee, should adopt a new banner for State web pages that uses less space and facilitates co-branding with State agencies and departments.

**Recommendation 5 (Transition Planning):** Planning to transition away from the existing State Portal hardware and applications should begin immediately in anticipation of the federated, shared-services architecture recommended above. Current clients and agencies which rely upon that existing hardware and applications infrastructure should begin appropriate transition planning with the assistance of the Department of Technology Services. Current customers that take full advantage of the State Portal’s web hosting services:

California Film Commission, Commerce & Economic Development Program, First Lady’s Office, Governor’s Office, I-Bank, MyCalifornia, Office of HIPPA Implementation, State CIO, Tourism, State Bar of California

**Portal Review Board**  
**Conceptual Adoption of “Service Oriented Architecture” December 9, 2005**

- **The Portal Review Board hereby approves in concept the development of a “Service Oriented Architecture (SOA)” to govern the shared services components of the State’s Internet presence;**
- **The Portal Review Board hereby refers the Draft Service Oriented Architecture (November 30, 2005) developed by the State CIO’s Enterprise Architecture staff to the Enterprise Architecture Committee of the Information Technology Council for its review, comment and approval; and,**
- **The Portal Review Board hereby declares its intention to begin the process of identifying departments which are prepared to take on the development of shared services pursuant to a Service Oriented Architecture.**