

State Governmental Technology Applications Review Board
Regular Meeting Minutes
Dec. 12, 2018 – 2:00 p.m.
Office of Management and Enterprise Services
3115 N. Lincoln Blvd., Room 2024
Oklahoma City, Oklahoma

A meeting notice was filed with the Secretary of State and agenda posted in accordance with the Open Meeting Act.

MEMBERS PRESENT: Tony Mastin, Chair
Terri Watkins, Vice-Chair
Lynne Bajema
Sec. Patterson
Steve Shiever

MEMBERS ABSENT: Dave O'Bannon
Tim Rhodes
Derrick Silas

GUESTS: Bo Reese, CIO
Mark Gower, CISO
Lauren Kelliher, OMES Deputy General Counsel
Beverly Hicks, OMES
Susan Stout, OMES Legal
Shelley Zumwalt, OMES Director of Public Affairs
Becki Moore, Health
JC Radar, Oklahoma Interactive (OI)
Todd Smith, OI, NIC
Tina Balmer, GRDA
Becky Flesher, OMES IS
Lisa Burlingame, DOC

I. Call to Order and establish a quorum:

Chairman Mastin called the meeting to order at 2:05 p.m. A roll call was taken and a quorum was established. Mr. Mastin was advised that notice of the meeting had been given and an agenda posted in accordance with the Open Meeting Act.

II. Welcome/Introductions:

Mr. Mastin welcomed guest to the meeting.

III. Discussion and Possible action to approve the minutes of Nov. 22, 2018:

Terri Watkins moved to approve the meeting minutes of November. Lynne Bajema seconded the motion. The motion passed and the following votes were recorded:

Ms. Bajema, yes; Mr. Mastin, yes; Sec. Patterson, yes; Mr. Shiever, yes; Ms. Watkins, yes.

IV. Review, discussion and possible action on telework certification:

i. Department of Corrections, Space for Offender Management System Program Development.

Tony Mastin moved to approve. Lynne Bajema seconded the motion. The motion passed and the following votes were recorded:

Ms. Bajema, yes; Mr. Mastin, yes; Sec. Patterson, yes; Mr. Shiever, yes; Ms. Watkins, yes.

V. Review, discussion and possible action on convenience fee and other fee proposals.

i. Grand River Dam Authority – Pay Port

Terry Watkins moved to approve. Mike Patterson seconded the motion. The motion passed and the following votes were recorded:

Ms. Bajema, yes; Mr. Mastin, yes; Sec. Patterson, yes; Mr. Shiever, yes; Ms. Watkins, yes.

VI. Review, discussion and possible action on draft telework policy document Revision:

- | | |
|--|-------------------------------|
| i. Telework Agreement | iv. Telework Policy |
| ii. Telework Application | v. Telework Procedures |
| iii. Telework General Information | |

Tony Mastin moved to approve the following documents as the Governmental Technology Applications Review Board (GTARB) guidelines to encourage state agencies in development of a telework model. Steve Shiever seconded the motion. The motion passed and the following votes were recorded:

- | | |
|--------------------------------|-----------------------|
| • Telework Agreement | • Telework Policy |
| • Telework Application | • Telework Procedures |
| • Telework General Information | |

Approval of these five documents shall evidence GTARB’s compliance with 34.11.7.A. Such documents shall be posted to GTARB’s website.

Ms. Bajema, yes; Mr. Mastin, yes; Sec. Patterson, yes; Mr. Shiever, yes; Ms. Watkins, yes.

VII. Discussion and possible action to approve 2019 meeting dates on the second Wednesday of every month:

Jan. 9	May 8	Sept. 11
Feb. 13	June 12	Oct. 9
Mar. 13	July 10	Nov. 13
Apr. 10	Aug. 14	Dec. 11

Steve Shiever moved to approve. Tony Mastin seconded the motion. The motion passed and the following votes were recorded:

Ms. Bajema, yes; Mr. Mastin, yes; Sec. Patterson, yes; Mr. Shiever, yes; Ms. Watkins, yes.

VIII. CIO's Comments – Bo Reese:

Update only. No action taken.

IX. Chairman Updates and Discussion:

Next meeting: Wednesday, December 12, 2018 at 2:00 p.m.

Update only. No action taken.

X. New Business: None.

XI. Adjournment: There being no further business, Ms. Watkins made the motion to adjourn. Ms. Bajema seconded the motion. Seeing no opposition, the meeting adjourned at 3:09 p.m.