



Emerging Technologies Work Group

Monthly Meeting Minutes

Monday, January 11, 2010 - - 2pm - 4 pm

24 Aviation Road, Suite 103 Albany, NY

Dial in 888-387-8686 meeting # 4435001

Type of meeting:	Monthly Meeting	Facilitator: Corinne Brennen	DAverill@nysdhcr.gov 402-3227 Corinne.Brennen@dirad.com 438-6000 x133 MccartJ@assembly.state.ny.us 455-5489
Note taker:	Duane Averill	Next Meeting: February 8, 2010	
Attendees:	<p>In person: Duane Averill (DHCR); Corinne Brennen (DiRad); Derek Werthmuller (CTG); Jana Hrdinova (CTG); Jim Costello (CTG) [Web Guild]; Joel Obuchowski (NYSID) [IT Accessibility]; Jason DiGianni (DOB) [Security]; Kathleen Moorhead (NYSED); Donna O'Leary (NYSTEC); Jon Haverly (Keane) [Project Mgt]; Mike LaFrancis (Gartner)</p> <p>Teleconference: Kristin Albridge (Parole) [IT Accessibility]; Russ Kiernan (QED National); Neil Johanning (Health); Laura Edlund (AT&T); David Kroening (Insurance)</p>		

----- Agenda Topics -----

I. Opening Remarks / Introductions	Corinne Brennen opened the meeting at 2:05 pm with introductions and had everyone identify themselves.
II. Recap – e-mail co-chairs, resource page, Executive council / Will Pelgrin presentation	<ul style="list-style-type: none"> • Corinne provided a recap of what has happened to date - all Forum co-chairs have been emailed by Greg Benson requesting continued participation with the Web 2.0 initiative. • Duane provided a brief recap of Wil Pelgrin's presentation at the Forum Executive Council meeting. <ul style="list-style-type: none"> ○ There is now a National Security Incident Response Plan ○ National Fusion Centers - 2 in NY ○ NY State is one of lead organizations with Security policy and response. ○ Cyber Security does NOT presently allow social networking (except YouTube), but desires to allow for security use of social media for collaboration and transparency.
III. CTG Social Media Project update	<ul style="list-style-type: none"> • CTG has received approval from University to begin interviewing - have held a couple of interviews with a few more scheduled. • Data collection will take place in Feb-Mar timeframe and report will follow. • The Web 2.0 Social Media workshop report is now available on the CTG website at : http://www.nysfirm.org/committees/socialmedia/ • CTG is still interested in collecting Social Media policies from agencies - to date, no NYS agency has submitted a Social Media policy. Some states have statewide policies (Kansas/Kentucky), while others

	<p>have policies within agencies.</p> <ul style="list-style-type: none"> • NYSED reported that they have a policy for Internet usage, which covers Social Media sites. • Issues which should be addressed with Policy include Human Resource, Security, Training for Supervisors and staff. • CTG would like to talk with someone who has written applications that are internal to Social Media sites or which utilize API's to connect to Social Media sites.
<p>IV. Reports from Forum Workgroups</p> <ul style="list-style-type: none"> • IT Accessibility • Security 	<ul style="list-style-type: none"> • Joel reported that the IT Accessibility White paper is about 85% complete and is 5-6 pages in length. This report will issue recommendations on utilizing various Social Media sites and should be complete for submission by the next Workgroup meeting. • Jason reported that the Security Workgroup is looking at concerns with utilizing Social Media sites - specifically with hosted email services, IM capabilities within Social Media sites, who owns the data and whether it can be compromised. • The Web 2.0 subcommittee and CTG have asked the Security Workgroup to make recommendations on what agencies can do technically to make the Social Media experience more secure - should there be specific Antivirus/malware/firewall settings; OS updates to be aware of; security loopholes to close; Training subjects, etc. • The Web 2.0 subcommittee has asked that the Security workgroup NOT focus on governance, but specifically on security issues and concerns.
<p>V. Where are we at on our program year Web 2.0 goals of: Explore how the NYS Forum can facilitate productive membership collaboration and assist Forum members as they investigate Web 2.0 issues within their agencies?</p> <p>What have we done?</p> <p>What will we do?</p> <p>Feb, Mar, Apr, May & June</p>	<ul style="list-style-type: none"> • Corinne and Duane discussed how this Web 2.0 initiative truly concerns two distinct areas: collaboration (Practical Usage) and information sharing (education). • Corinne shared with the group a worksheet from 1/11/10 which listed the objectives of the Web 2.0 initiative and the progress: What have we done: <ol style="list-style-type: none"> 1. Ning Pilot – Webmasters Guild set up a pilot to introduce Social Media to workgroups and discover issues and concerns, as well as benefits. 2. Purpose Statement - allows Forum to focus on objectives 3. CTG Social Media Project - CTG is studying the pitfalls and benefits of Social Media in a government atmosphere 4. Web 2.0 Resource Page on Forum website - Allows information to be shared amongst workgroups and agencies. <p>What will we do:</p> <ol style="list-style-type: none"> 1. Information Sharing / Education Presentations - First set will be held in March to discuss the benefits of utilizing Social Media sites in Government entities.

	<p>Further presentations subjects discussed have been IT Accessibility, Security, Usage for Business Continuity/Disaster Recovery Possible Presentation by CTG to announce their findings in Web 2.0 Social Media study (possible Panel discussion).</p> <p>2. Forum Web 2.0 - identified needs for central forum repository; collaboration on documents and planning - looking at future external usage Jon H. from Project Management Group was asked to help the team formulate a "project" to proceed with investigating internal collaboration - Kathleen has volunteered to work with Jon. Kathleen, Jon and Corinne have scheduled a call to discuss.</p> <ul style="list-style-type: none"> • Kathleen asked if we should be utilizing/piloting Web 2.0 Social Media in some capacity. Duane asked Kathleen to present some ideas at our next Emerging Technologies meeting. • Jim Costello shared that there are a lot of web 2.0 tools that can be used. One of the things we discovered with NING is that there is a lack of broad individual access to this tool, as agencies are blocking social software sites. Jim stated that there are essentially 2 options : <ol style="list-style-type: none"> 1. Make a case to have agencies open up a selected site. 2. Find other ways to collaborate (Groupsite OFT uses is hosted by OFT) • David K shared a number of benefits that can be discussed with utilizing this technology. • Mike L from Gartner stated that it is very difficult getting people involved in a social community and that it is very important to get people to use something that is a benefit to them...
<p>VI. Presentation planning</p> <p>Advantages of communicating internally & externally with the Web 2.0 tools in the context of business case and governance</p> <p>March 24th has been reserved for the presentation 8:30 – 12:00</p>	<ul style="list-style-type: none"> • Corinne stated that the first presentation will be done in March and the topic will be discussing the benefits of Web 2.0 Social Media. • KEY POINT IS TO DISPLAY THE BENEFITS - if agencies do not understand the benefits of utilizing this technology, they will not initiate. • Corinne is working with the Forum office to set up the presentation venue and send out the call for presenters. • Need to define our audience (agency PIO's?)
<p>VI. Forum updates</p>	<ul style="list-style-type: none"> • The Security Workgroup is going to present a webinar on Web 2.0 Social Media security issues on Wednesday, January 13th. • IT Accessibility and IT Greening Workgroups are meeting on Thursday, January 14th. • The Business Continuity and IT Procurement workgroups are meeting on Wednesday, January 20th. • IT Corporate Roundtable meets on Friday, January

	<p>22nd.</p> <ul style="list-style-type: none"> • The next Emerging Technologies Workgroup meeting will be held on Monday, February 8th at the Forum Offices at 2:00 pm. Corinne stated that she will have a webex up and running for that meeting (it's now official in the notes!!!)
<p>VII. Adjournment</p> <ul style="list-style-type: none"> • Review Action Items 	<p>Duane Averill 5 min</p>

Action Items:

Action Item Tracking Number	Action Item Description	Date Opened	Status	Date Closed	Person Assigned	Comments
6	Complete the purpose statement for web 2.0 adhoc subcommittee (5 weeks)	10/5/9	Ongoing		Mike LaFrancis / ad-hoc sub committee	Mike presented a purpose statement to committee. Still soliciting feedback to finalize statement.
9	Get National Housing Agency who is looking to use Social media instead of listserv.	11/9/9	Ongoing		Duane Averill	Provide this information to Derek
11	Touch base with PM Work Group / IT Accessibility / Web Masters Guild for joint "project"	11/9/9	Ongoing		Jim Costello / Kristin Albright / Jon Haverley	
12	Solicit input on Jan/Feb Web 2.0 presentations from Work Group Co-Chairs	11/9/9	Ongoing		Corinne Brennen/ Duane Averill	
14	Security Workgroup to present a list of concerns and issues, along with remediation for these concerns	12/14/9	Ongoing		Nikki Brate	
15	IT Accessibility Workgroup to present a list of concerns and issues, along with remediation for these concerns	12/14/9	Ongoing		Estelle Council	
16	CTG is looking for web 2.0 policies	12/14/9	Ongoing		All Agencies	Send CTG your policy if you have one developed.
17	Setting up presentation for first quarter of 2010	12/14/9	New		Corinne Brennen/ Duane Averill	
18	Set up Webex for next Emerging Technologies meeting	1/12/9	New		Corinne Brennen	
19	Demonstration of NYSED Social media usage to subworkgroup	1/12/9	New		Kathleen Moorhead	
20	Ideas for piloting web 2.0 social media for subcommittee	1/12/9	New		Kathleen Moorhead/ Team	
21	Project specified - work with Project Management workgroup	1/12/9	New		Jon Haverly / Kathleen Moorhead	

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