



Emerging Technologies Work Group

Monthly Meeting Minutes

Monday, November 9, 2009 - - 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: December 14, 2009	
Attendees:	<p>Duane Averill - DHCR (Emerg Tech); Corinne Brennen - DiRAD (Emerg Tech); Michael LaFrancis - Gartner; Catherine Stalker - FYI Systems; Leslie Brennan - DEC; Derek Werthmuller - CTG; Donna O'Leary - NYSTEC; Kathleen Moorhead - NYSED; Jana Hrdinova - CTG; Jim Costello - CTG (Web Guild); Cliff Goggins - Citrix; Kathy McAuley - OGS; Kristen Albright - Parole (IT Access.); Estelle Council - Parole (IT Access.)</p> <p>Phone Conference: Joe Bleichert - Annese; Mike Luttmann - DOT; Frank Slade - Civil Service; Neil Johanning - Health</p>		

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

I. Opening Remarks / Introductions	The meeting convened at 2:03 pm with Corinne welcoming everyone and going around the table for quick introductions.
II. Updates: CTG Project summary – Derek Werthmuller, CTG Ning.com Jim Costello, Webmasters Guild	<u>Derek Werthmuller - CTG</u> <ul style="list-style-type: none"> • Stated that CTG under SUNY Research branch and is involved with Policy Mgt & Tech. • The CTG / NYS Forum Social Media Project will involve state and local government to look at the benefits and shortcomings of incorporating Web 2.0 technology. • Summary of both State and Local workshops will be integrated and published in December 2009. • <u>Four components of the project design</u> <ol style="list-style-type: none"> 1. Brief review of CTG business case and smart IT as it is applicable to Social media. 2. Social media policy analysis - look at all Social media policies 3. Review available Social Media mgt tools 4. Overview of the top 8 concerns regarding Social Media and look for/ offer solutions for these concerns. • Looking for project to be completed sometime

	<p>in the March 2010 timeframe.</p> <ul style="list-style-type: none"> • CTG is interested in engaging in workgroup the planning and presentations focused on Web 2.0 issues. • Would like to do case studies of NYS Agencies using Web 2.0 technology. <p><u>Jim Costello - CTG - Webmasters' Guild</u></p> <ul style="list-style-type: none"> • Provided a report of usage of Ning.COM Social website. • History - Aug/Sep - Forum Co-chairs were invited to join - WebMaster's Guild, Emerging Tech, Project Mgt & IT Accessibility joined. • To date, six out of the eleven Work Groups have participated in the NING.COM Social site. • Discussion ensued and some issues that were brought up were trust issues, limitation in file sharing and getting people to use site. • Committee decided that we will proceed forward with NING.COM lab, but encouragement needs to go out to Work Groups to get involved and use for "real" purposes. • Kathleen M. stated that CIO-OFT offers training through the training council on the use of Social Media.
<p>III. Developing a NYS Forum Web 2.0 purpose statement (draft included) Please come prepared to discuss the purpose statement as it relates to:</p> <p>Collaborating and communications for : Work Group co-chairs, within work groups and beyond the workgroup into the public sector community.</p> <p>Unique Web 2.0 concerns specific to your work groups' subject matter.</p>	<p><u>Mike LaFrancis - Gartner</u></p> <ul style="list-style-type: none"> • A draft purpose statement was provided and Mike led the group through an exercise of getting started with Web 2.0 initiative. • The draft statement reads that the NYS Forum intends to use Social networking tools to increase participation and enhance exchange of information amongst government and corporate entities. • Mike encouraged us to look at what we are offering and to step back and ask ourselves the question that others would ask "Why would I want to attend?" • Four "projects" were selected to proceed forward with Web 2.0 initiative: <ol style="list-style-type: none"> 1. Webmaster/PM/IT Accessibility initiative - how can Web 2.0 initiatives be accessible? 2. Emerging Technologies - coordinating a Jan/Feb conference on Web 2.0 through

	<p>Ning.Com</p> <ol style="list-style-type: none"> 3. CTG - getting input/feedback regarding the draft report using NING and traditional channels. 4. Collaborating together to finalize the purpose statement and using the NING.COM site to proceed forward - reporting on progress.
<p>IV. January Presentation</p> <ul style="list-style-type: none"> • Ideas so far: Web 2.0 basic course by panel of SME's Presentation on policy level perspectives Emerging Tech perspective of concerns identified in CTG workshop Presentation agenda from 3 or 4 of the workgroup communities 	<ul style="list-style-type: none"> • Discussion ensued as to what is the best method for providing a Seminar in late January on Web 2.0. • Corinne polled the room as to whether we should host a 1/2 day or full day seminar, and there were mixed reactions, although the majority felt a couple of 1/2 day seminars would offer most value. • It was expressed that we should solicit each workgroup to see if they would like to provide a presenter with a vantage point of their workgroup. • A concern was expressed as to whether we had enough preparation time to organize an event by January. After some discussion, we felt this would be adequate timeframe if we began working on this now.
<p>V. Forum updates Executive Council 11/13 Work Group Events upcoming</p>	<ul style="list-style-type: none"> • Dr. Melodie Mayberry-Stewart will be presenting at the Executive Council Meeting on Friday morning 11/13 - sharing the strategy of IT for NY State. • Webex training will be provided to Work Group Co-Chairs on 11/16. • PM Work Group will be discussing NYS Projects on 12/8. • IT Accessibility will be hosting a session on 12/14 - writing for the web. • Matrix will be providing a discussion on 12/15 on Business Analysts.
<p>VI. Adjournment</p> <ul style="list-style-type: none"> • Review Action Items 	<ul style="list-style-type: none"> • Meeting was adjourned at 4:00 pm

Action Items:

Action Item Tracking Number	Action Item Description	Date Opened	Status	Date Closed	Person Assigned	Comments
5	Solicit individual to become active in Ning.com web site and provide feedback, questions, concerns	10/5/9	Ongoing		Corinne Brennen/ Duane Averill / Jim Costello	Many members have joined. Duane & Corinne will encourage Work Groups to get involved in this site.
6	Develop a 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.
7	Create web 2.0 group for ad-hoc web 2.0 sub committee	10/5/9	Ongoing		Jim Costello	
8	Send message to adhoc web 2.0 sub committee members to collaborate through new group within ning.com site	10/5/9	Ongoing		Corinne Brennen	
9	Get National Housing Agency who is looking to use Social media instead of listserve.	11/9/9	New		Duane Averill	Provide this information to Derek
10	E-mail to go out to all workgroup co-chairs recapping activities to date on Web 2.0., outline of next steps, ask workgroup participation in Ning pilot if possible.	11/9/9	New		Corinne Brennen/ Duane Averill	
11	Touch base with PM Work Group / IT Accessibility / Web Masters Guild for joint "project"	11/9/9	New		Jim Costello / Kristin Albright / Jon Haverley	
12	Solicit input on Jan/Feb Web 2.0 presentations from Work Group Co-Chairs	11/9/9	New		Corinne Brennen/ Duane Averill	
13	Report on OFT's internal training offering on Web 2.0 Technology and provide at next meeting	11/9/9	New		Kathleen Moorhead	

Attachments Included
CTG Social Media Project
CTG Request for input
CTG Workshop Draft workshop