

**JOINT KENTUCKY INFORMATION RESOURCES MANAGEMENT
COMMISSION AND COMMUNICATIONS ADVISORY COUNCIL
MEETING MINUTES**

September 29, 1998

KIRM Members: Chair Jim Nelson, Steve Dooley, Aldona Valicenti, David Couch, Bill Bowdy, Barbara Bean, Kenyon Meyer, Tonya Dees, Robert Thompson, George Demarree, Jerry Frantz, Jim Ramsey, Allen Holt representing Crit Luallen and Michael Clark representing Virginia Fox.

CAC Members: Chair David Couch, David Ballard, Steve Dooley, John Heltzel, Jim Nelson, Wayne Bates, Daryoush Marefat for Doyle Friskney, and John Witt.

GUESTS: Joe Hutchinson, Kent Howell, Tim Hay, Randy Johnson, Jo Shipley, Sheri Rose, Jackie White, Greg Shade, Rob Miller, Pat Ingram, Mary Lynn Collins, Larry Burnette, Chris Clark, Randy Refalo, Charles Flynn, Jack Ellis, Lauren Stewart, Richard Belding, Darrell Gabhart, Dave Holzwarth, Bob West, Mark Sutton, Harvey Roberts, James Osting, Danny Ball, Charlene Davis, Ron Bingham, Connie Dale, Ben Hall, Greg McCall, Judy Kail, Jim Rollins, Ralph Long, Randy Smith, Mike Bailey, Tom Riffe, Jerry Wildt, Marvin Egbert, Wade Schieber, Bob Hanna, John Heltzel, Jamie OBannon, Terry Haines, Paul Branham, Ann Harris, Jules Delambre, Alan Hartwig, Donna Manning, Nancy Ward, Rodney Murphy and Dretta Christain, Louis Smith, Mike Kinnaird, Stan Baxter, Scott Hampton, Angela Mitchell, Lisa Rowe, Buck Beverly, Ron Jones, Rob Gardenhire, Jeff Miracle, Mary Jo Rodgers, C.J. Chapman, Tom Tipton, John Bridwell, Ship Hunt, David McDowell, Marjorie Yuill, Doug Kennedy, Roy Winston, Deward Brake, Scotty Bryan, Curt Young, Eric Price, Marilyn Chapman, David Clifford, Carla Hawkins, Bob Huffman, Karen Seeders, David Burke, and Glen McAninch.

STAFF: Doug Robinson, Shirley Rodgers and Jessamine Saufley.

Chair Nelson called the meeting to order and welcomed members and guests. He then introduced the new KIRM members: Tonya Dees and George Demaree, representing Citizens at Large; R. Kenyon Meyer, representing the Kentucky Press Association, and the Honorable Robert Thompson, Mayor of Lawrenceburg, representing Local Government. The minutes of the August 27, 1998, KIRM meeting were approved as distributed.

Chair Nelson asked David Couch, Communications Advisory Council (CAC) Chair, to convene the CAC and to provide an update on the Council's recent activities. David called the CAC meeting to order and asked members to review the minutes of August 14, 1998. The minutes were approved as distributed.

Chair Couch asked both KIRM and CAC members to review the draft Telecommuting Policy and the "Five Elements of Best Practices for Telecommuting" as identified by the Telecommuting Work Group. He added that the policy identifies proposed telecommuting practices, policies and guidelines for the

Commonwealth. During discussion, the following issues were outlined for further review by the workgroup: 1) performance measures, 2) implementation strategies, 3) training, and 4) education, particularly for telecommuting managers. Section 2.04, Employee Eligibility, was also discussed in further detail and noted that a need exists to address individuals who will always be telecommuters and will not have a physical building or office as their "official work station". After considerable discussion, Jerry Frantz asked that a telecommuter and a telecommuter supervisor attend the next KIRM meeting if possible to discuss the pros and cons of telecommuting. Chair Nelson requested that members review the draft policy and forward comments to the KIRM Office. Being no further business, the CAC meeting was adjourned.

Chair Nelson asked Aldona Valicenti to provide a report on the IT Design Committee's recommendations for the Information Technology (IT) Transformation Initiative. Aldona provided a presentation outlining the initiative and the redesign process for the Commonwealth. She stated that the preliminary report on the IT structure will be completed in October. Aldona added that the initiative must support the state's Strategic IT Plan and the EMPOWER Kentucky projects. Aldona discussed implementation concerns relating to the IT initiative and informed members of the key factors being addressed to enable the implementation of the new structure. Aldona concluded by stating that the Design Committee's recommendations, the IT governance structure, the reorganization and the future role of the Commission will be identified later in the fall. Chair Nelson stated that an Information Resource Managers' (IRM) meeting will begin upon adjournment of the KIRM/CAC meeting to address questions and concerns relating to the IT Transformation Initiative.

Doug reminded members that revisions to the Enterprise Architecture and Standards and the revision history are posted on the KIRM website and are updated regularly. He added that the next revision cycle is scheduled for early November. To support objectives in the SITP, Doug encouraged members to support direct deposit during National Direct Deposit Week, October 12-16, 1998. He also asked members to review the "States Progress Toward Digital Nation" article from *Government Technology* and survey results provided in the meeting packets. Doug noted that Kentucky improved its 1998 ranking to 19th compared to 42nd in 1997.

The next Kentucky Information Resources Management Commission meeting will be held on Thursday, December 3, 1998 at 1:30 p.m. in the Council for Postsecondary Education Conference Room. Being no further business, the meeting adjourned at 3:16 p.m.