



Enterprise Architecture Standards Committee Meeting Meeting Minutes for September 21, 2011

EASC Voting Members (Present = *; a minimum of 5 Cabinets present grants a quorum.):

Cabinet for Economic Development:

* Ben Hall

Cabinet for Health & Family Svcs:

* Kathy Frye - Ronnie Boggs, Proxy

* Thangappan Patturajah

Education Cabinet:

* Skip Hunt, KDLA

* Glen McAninch, KDLA

* Bobbie Newman, Workforce

Energy & Environmental Cabinet

* Ken Jorette

Finance & Administration Cabinet:

* Janet Lile (Chair), COT

* Glenn Thomas (Vice Chair), COT

Katrina LeMay, CISO, COT

* Melody Tudor, Revenue

Justice and Public Safety Cabinet:

* Staci Fitzpatrick, JJD

Craig Thatcher, DOC

Labor Cabinet:

Rick Johnson

* Jeff Maggard

Personnel Cabinet:

* Travis Humphries

James Koontz

Public Protection Cabinet:

* Marvin Terry

Tourism, Arts & Heritage Cabinet:

* Tony Henderson

Transportation Cabinet:

* Gary Buchholz

Jon Clark

Dan Mauer

* Laura Noe

Non-Voting Members and Guests Present:

Daniel Arnold, COT, OIS

Jim Breckel, COT, OAD

Rory Caudill, COT, OAD

Derrick Ellis, COT, OIS

Fred Engel, KET

Lee Forney, COT, OIS

Lynne McCroskey, COT, Procurement

Krishna Mohan, COT, OIS

Lorraine Moore, COT EASC Coordinator

Eugene Raines, COT, OIS

William Risner, COT, OIS

Kim Green Thomas, COT, OIS

Shawn Thomas, COT, OIS

Praveen Uppala, COT, OAD

Ferlin Wright, COT, OIS

Rick Woodruff, COT, OIS

Purpose: The Enterprise Architecture Standards Committee meets the third Wednesday of each month to review and, as necessary, update the Enterprise Standards and Approved Products. The Standards are available for viewing at the following location:

Internet: http://technology.ky.gov/policies/architecture_and_stds.htm

Discussions:

♦ **New Members:** Melody Tudor replaces Shellee Hein, Department of Revenue. Thangappan Patturajah replaces Sandeep Kapoor Cabinet for Health and Family Services.

♦ **Review of EAS Collaborative Work Environment Items:**

Exception Requests:

- “KDLA Adobe Connect” Requested by KDLA, Skip Hunt. Exception to 2930 E-Learning Software. Approved 8/30/11.
- “ACER Iconia Tablets” Requested by Military Affairs, Terry Brown. Exception to 1460 Notebook/Laptop computers. Approved 9/9/11
- “KDE iPads” Requested by KDE, Claude Christian. Exception to 1460 Notebook/Laptop computers. Approved 9/12/11
- “SpinRite - COT” Requested by COT, Katrina LeMay. Exception to 6100 Backup & Recovery. Approved 9/13/11
- “KDE Android Tablets” Requested by KDE, Claude Christian. Exception to 1460 Notebook/Laptop computers. Approved 9/20/11
- “iPad – EEC” Requested by EEC, Ken Jorette. Exception to 1460 Notebook/Laptop computers. Approved 9/20/11

Team Discussions:

- “COT-F181 Employee Service Request form”: Follow-up to August EASC meeting, posted by COT, Lorraine Moore. This form is being revised – requesting comments on specific problems with the current form in order to address on the new version.

- ◆ **EAS Requests for Exceptions for Meeting Review: All members present approved the following requests:**
 - “[Labor – iPads RAPIDS.pdf](#)” Requested by Labor Cabinet, April Madbak, represented by Jeff Maggard. Exception to 1460 Notebook/Laptop Computers. Reference #: EASC2011092101.
 - “[KY Tech – iPad2.pdf](#)” Requested by Office of Career & Technical Education, Lisa Mahoney, represented by Bobbie Newman. Exception to 1460 Notebook/Laptop Computers. Reference #: EASC2011092102.
 - “[KET – iPad2.pdf](#)” Requested by KET, Kelly Graves, represented by Fred Engel. Exception to 1460 Notebook/Laptop Computers. Reference #: EASC2011092103.
 - “[PPC – iPad Vance.pdf](#)” Requested by Public Protection Cabinet, Ken Jorette. Exception to 1460 Notebook/Laptop Computers. Reference #: EASC2011092104.

- ◆ **2370 Electronic Commerce – Electronic Signature**
 - Glenn McAninch presented the “Electronic Signature Recordkeeping Guidelines” document (Version 1, August 2011) to the Committee for review and comments. This document will be added to the EASC CWE for additional review/comments. The intent of this document is to be added as a link to EA Standard 2370.

- ◆ **Enterprise Architecture and Standard Domains (Microsoft Lync) – COT**
 - Kim Thomas was introduced as the Project Manager for the Active Directory Upgrade.
 - Microsoft Lync to be added back to EA Standards 3450 Desktop Video Conferencing and 3460 Web Video/Audio Conferencing/Collaboration with the advisory: “An EASC Exception is still required at this time”
 - OCS 2007 is to be added back to EA Standards 3450 Desktop Video Conferencing and 3460 Web Video/Audio Conferencing/Collaboration

- ◆ **EASC Charter Document**
 - The EASC Charter is in need of revisions to include the CWE (at minimum). Lorraine Moore will open a discussion on the CWE for members to list any additional changes they would like to incorporate into the Draft document that will be brought to the October meeting.

Upcoming Meetings:

The Enterprise Architecture Standards Committee Meetings are scheduled for 10:00am – 11:30am at the COT Cold Harbor Training Rooms A & B. Please mark your calendars to attend, or send a representative on your behalf.

*The following are **VERY Tentative Agendas** for upcoming Meetings, final agenda will be sent one week prior to meeting dates:*

- ◆ **October 19, 2011**
 - Review of EASC CWE activity
 - 8200 Application Development Platform: Filemaker Pro – Exception update presentation by Cliff Lawson
 - EASC Charter revisions