



State Portal Steering Committee Meeting

Summary Minutes

Meeting Date: **October 14, 2005** Meeting Time: **1:00 – 3:00 pm** Meeting Location: **900 N Street Room 340**

Attendees:

Committee members: Joan Borucki, Will Bush, David M. Carlisle, John Jewell, J. Clark Kelso, Karen Johnson, Charlene Zettel,

Alternate members: John Harrigan, Pam Harris

Others: Claudina Nevis, Deborah Schwartz, Steve Clemons, Gary Artein-Kerslake, Carol Fieldhouse, Davood Ghods, Dave Dawson, Michael Liang, Joanne McNabb, Kelvin Pye, Bernard Soriano.

Absent members: PK.Agarwal, M.D., Gary Clark, Jimmy Orr, John Rea, Wayne Strumpfer

Topic	Discussion Highlights	Action	Action Assignment
I. Meeting Minutes Review Board & Role Committee discussion	Clark discussed need to stand up the Portal Review Board that will support the Committee by meeting monthly	Approved: 7/8 Committee Meeting Minutes	
New Item	Clark Kelso led discussion of the previously distributed <i>Creating a more sustainable State WEB presence</i> (see attached document). Some minor edits to the document were made with input from all present at the meeting.	1. Committee agreed to its role as defined in the 2005 Strategic Plan Goal 1.1.4 (see below). 2. Document Decisions 1, 2, 4, 5 were approved by the committee.	1. Hold Decision 3 for discussion at the next committee meeting in January. 2. Clark to distribute updated document and develop a <i>Shared Services List</i> for discussion with the Review Board and then present to Committee in January. 3. Claudina to visit Archives to locate design documentation from MyCa implementation.
II. <i>California State Portal</i>	John Jewell reported very briefly for the California Research Bureau (CRB) and distributed its copy of <i>Building a Common Vision</i> document		

Topic	Discussion Highlights	Action	Action Assignment
III. Projects: 1. FTB 2. DMV 3. DHS 4. State Library 5. Common Business Systems	FTB proposed new banner was reviewed and Clark had a general discussion about several departmental portals (web redesign) under way	More	
IV. Communities of Interest	No time for this discussion		
V. Next steps	The next meeting will be for the Review Board on: November 7 from 1-3 P.M. Location: 900 N Street Room 340 or new location if funding is available		
VII. Adjourn	Meeting adjourned @ 3:05 <u>P.M.</u>		

2005 IT Strategic Plan

Goal 1 Objective 1 Action 4

The California Portal Steering Committee will guide development of a new infrastructure to support the State's presence on the Internet including: (a) identification and design of shared services; (b) definition of the technical architecture and governance process; (c) identification of additional projects to leverage shared resources; and (d) by July 2006, approval of the first architecture for the State's Internet infrastructure.