



Virginia Cybersecurity Planning Committee
December 11, 2023 - 10:00 a.m.
7235 Beaufont Springs Dr, Mary Jackson Boardroom,
Richmond, VA, 23225



Call to Order:

A meeting of the Virginia Cybersecurity Planning Committee was called to order at 10:08 am. Mr. Watson welcomed the members, discussed board departures, and introduced a new board and staff member.

Presiding:

Michael Watson, Committee Chair, Chief Information Security Officer, Virginia IT Agency

Members Present:

Diane Carnohan, Chief Information Security Officer, Virginia Department of Education

Robbie Coates, Director, Grant Management and Recovery, VDEM

Adrian Compton, Tribal Administrator, Monacan Indian Nation

Charles DeKeyser, Major, Virginia Army National Guard

Brenna R. Doherty, Chief Information Security Officer, Department of Legislative Automated Systems

Capt. Eric W. Gowin, Division Commander- Information Technology Division, Virginia State Police

Charles Huntley, Director of Technology, County of Essex

Derek M. Kestner, Information Security Officer, Supreme Court of Virginia

Wesley Williams, Executive Director of Technology, Roanoke City Public Schools

Members Participating Remotely:

Michael Dent, Chief Information Security Officer, Fairfax County Department of Information Technology

Beth Burgin Waller, Chair, Cybersecurity and Data Privacy Practice, Woods Rogers Vandeventer Black.

Stephanie Williams-Hayes, Chief Information Security Officer, Virginia Department of Health

Ms. Waller and Mr. Dent participated from their home because their principal residence is more than 60 miles from the meeting location. Ms. Williams-Hayes participated remotely for personal reasons.

Members Not Present:

Aliscia N. Andrews, Office of the Governor

Staff Present:

Erica Bland, Info and Technology Manager, Virginia IT Agency

Joshua Heslinga, Director of Legal & Legislative Services, Virginia IT Agency

Patrick Disney, Coordinator Legal & Legislative Services, Virginia IT Agency

Joshua Reynolds, Assistant Attorney General, Office of the Attorney General

Mylam Ly, Legal Compliance & Policy Specialist, Virginia IT Agency

Trey Stevens, Deputy Chief Information Security Officer, Virginia IT Agency

Review of Agenda:

Ms. Ly provided an overview of the agenda and corresponding items in the digital meeting packets.

Approval of Minutes:

The October 18 meeting minutes were displayed on the screen. Upon a motion by Mr. Williams and duly seconded by Mr. Compton, the committee unanimously voted to adopt the October 18 meeting minutes.

Statement of Requirements

Mr. Watson reviewed the draft. The committee discussed related subjects, including: people applying for the service, how the assessments will be conducted, how people will know that the grant is available, who would be doing the assessments for localities, who will be funding the assessment, how the localities would apply and receive assessments, and confidentiality of information related to the assessment.

Mr. Watson reviewed the draft assessment template, including the capability level and questions to help guide the assessments and will be sending out.

Mr. Coates provided an overview of the current federal grant including an award for approximately \$8.7 million for year 2 of the grant funds.

Applications for Localities

The committee discussed a timeline for locality applications and funding structures. 1. full service, 2. A hybrid approach and 3. subgrant/subrecipients. The subgrant/subrecipient structure would require localities to expend funds first and then be reimbursed for it later.

Future Meetings

By the next meeting, should be moving forward with assessments. At meetings later in 2024, the committee will evaluate applications. The committee will need to look at applications ahead of the meeting to assess needs if there is a large influx. However, applications are expected to start slow. It's important that we use the assessments project to raise awareness and involvement. A new project manager will soon be announced. Documentation is needed to help promote the program, such as creating a one pager on the grant, with FAQs with common questions, such as who eligible and privacy explanations. A press release on what the grant is being used for and how many localities have benefited and success stories.

Public Comment Period:

There were two public commenters.

Carl Dodson – Mr. Dodson spoke on Regional Security Operations Centers and sent documents from Culpepper as an example and success story (found in the meeting packet). He also spoke in favor of using a Fairfax contract.

Chris Harris – Mr. Harris spoke on vendor tools that are available and would be helpful.

Other Business:

Mr. Watson opened the floor for other business. No other business was discussed. Ms. Ly reminded members to complete their travel forms.

Adjourn

Upon a motion by Mr. DeKeyser a seconded by Mr. Compton, the committee unanimously voted to adjourn the meeting at 10:59am.