Oregon Cybersecurity Advisory Council

Meeting Location. This meeting was held at Oregon Tech in Wilsonville.

Mission: To build tangible solutions to protect the digital lives of all Oregonians.

Vision: We believe cybersecurity is a shared responsibility and must be accessible to all.

Voting Members Present.

Kerri Fry	Charlie Kawasaki	Dennis Tomlin	
Michael Gutsche	Tom Quillin		

Non-Voting Members.

Stefan Richards	David McMorries	Megan McKenzie, **Secretary**	Skip Newberry, **Treasurer**

Guests.

Rebecca Craven	Jess Daley		

Call to Order

A meeting of the Oregon Cybersecurity Advisory Council was held on May 16, 2018. The meeting began at 9:00 a.m. and was presided over by Chair Kerri Fry and Vice Chair Charlie Kawasaki with Megan McKenzie acting as secretary.

The minutes from the OCAC meetings on April 18 and March 21 were reviewed and approved by the council.

Agenda Summary

1) **Announcements.** Announcements from committee chairs, vice chairs, and council members.
2) **Approval of Minutes.** Approval of the minutes from the previous OCAC monthly meeting.
3) **Workgroup Updates.** All Workgroups provided updates.
4) **New OCAC Non-Voting Members.** Discussion of new non-voting members onboarding process.
5) **OCAC Members Responsibilities.** Review and approve OCAC responsibilities document.
6) **Update on Cyber Oregon Cybersecurity Summit Events:** Skip and Megan gave update.

Agenda Items

1)   Announcements

Discussion. Kerri and Charlie gave an update on the PSU contract status. Stefan said that the contract is making its way through the State of Oregon's process and is making slow, but steady progress. He said that Terrence Woods also needs to weigh in on the contract since he is replacing Alex Pettit, pending a national search for a permanent replacement for State CIO.

Charlie also gave an update on the Executive Director position and shared an overview about the job's description and responsibilities.

Charlie also gave a brief update about the OregonFIBER project and his meeting with the OregonFIBER team.

Action(s).
- *Follow-up with people who are interested in joining OCAC Workgroups (All)*

2) Review CCoE Legislative Concept

Discussion. Kerri led an in-depth discussion about the CCoE Legislative Concept template and described the plan phases to make sure that everyone understood the timeline surrounding each phase. She also discussed the relevance of each phase to each Workgroup.

Update: Following the OCAC meeting, Kerri, Stefan, Charlie, Skip and others reviewed SB90 in more detail and decided not to submit a Legislative concept with the CCOE report that is due in December. Kerri said that we now have guidance and advice that the budget landscape looks difficult and that proposing the formation of a CCoE without outside (non-state) funding is not likely to be successful. She said that as a Council, we will need to identify other sources of funds, or attach it to specific initiatives such as Governor Brown's upcoming workforce development initiatives. Kerri also said that we will liely need a stronger coalition with more stakeholders. She said that the Council should move forward with submitting the CCoE report and plan as SB90 requires and that the plan will include any Legislative Concepts or budgetary requests that we would look to submit in future years. The report will meet the requirements of SB90 and will give us the time to prepare a more comprehensive report and to prepare the data supporting the report as well as record and document any grants that we would expect to receive from outside funding sources.

3) Workgroup Updates

Discussion: Kerri discussed the tasks for the workgroups and importance of developing plans based on the Workgroup Phases Template. She asked each workgroup to develop a plan to be shared at the next meeting. She also stressed the importance of involving the people who have showed an interest in supporting OCAC. Due to time constraints, there were only brief updates for a few of the workgroups.

Technology Workgroup: Charlie said that the Technology Workgroup will work together with the Education Workgroup on a Cyber Defense Center proposal to expand the program statewide. He also reminded the group that OCAC has an opportunity to leverage Senator Wyden's interest and support of MFA. Charlie also stressed that he will not be able to drive the Technology Workgroup alone and that he will need ongoing help/leadership from the other Workgroup members.

In addition to Charlie, members of this workgroup include Tom Quillin, Michael Gutsche, Andrew Plato, Isaac Potoczny-Jones (Tonzny) Mark Cooper (PKI Solutions), Abrar Agmed (Cozera), Nathanael Coffee (Cloudentity), Promod Antony (JBC Software).

Education Workgroup: Charlie gave an update on the Cyber Defense Center proposal and the NW Cyber Camp proposal which would involve having both programs expand across the state as part of OCAC's overall effort to increase awareness about cybersecurity and interest in cybersecurity careers. He also said that Rakesh Bobba is very interested in acting as Chair of the Education Workgroup and he is scheduled to have a call with Stefan before officially joining the Council. An Education/Workforce Development Workgroup meeting is being scheduled.

In addition to Rakesh, other people interested in this workgroup are: Bob Kraus (ID Mentor), Terry Braught (CAL), Adam Silberman (Learning.com), Wayne Machuca or Kedma Ough (MHCC), Brian Page (Oregon Tech), and Steve Corbato (OHSU/OregonFIBER).

ISAO Workgroup: There was discussion about contributing members to this workgroup being Dennis Tomlin, David McMorries, Theresa Masse (Port of Portland), Sean Torassa (Symantec), Jeff Williams (The Standard), Zach Swick (Oregon Emergency Management/Oregon Military Department), and someone from Intel.

Finance/Policy/Legal Workgroup: Kerri is acting as chair for this workgroup.

Public Outreach: Skip is acting as chair for this workgroup and key members include Megan and Tom. Skip, Megan and Tom discussed their workgroup's priorities and Tom shared an overview of priorities, goals and timelines for communication (saved in Dropbox).

Action(s).

- *All Workgroups to develop their plans, priorities, timelines and develop a document similar to Tom's outline for the Public Outreach Workgroup and share at the OCAC meeting in July.*
- *Charlie to meet with OHSU (Joe Voje) and OregonFIBER director (Steve Corbato).*

4) New OCAC Non-Voting Members Onboarding Process

Discussion. Kerri presented a document outlining the non-voting members onboarding process and asked for approval to implement this process. Everyone agreed that the process makes sense.

5) Review OCAC Member Responsibilities

We reviewed the OCAC Member Responsibilities document and discussed expectations. Since we've discussed this topic during the past two meetings, Kerri asked that the Council members review the responsibilities carefully because the OCAC will be officially adopting these guidelines.

The Council reviewed the following responsibilities for OCAC members and non-voting members:

OCAC Member Responsibilities –

- Be advocates for the mission and programs of OCAC and the CCoE

- Help develop and then approve OCAC's and the CCoE strategic plan

- Select and evaluate any future staffing required for the CCoE

- Approve and monitor mission, programs and services

- Approve and monitor budget (and audit) for the CCoE and OCAC as funding opportunities become available and approved

- Recommend and orient new voting council members – select and approve non-voting members

- Seek opportunities and sources for fundraising, sponsorships, grants, or other resources

- Evaluation of Council effectiveness

- Review and approve any revisions to Charter

- Regular attendance at Council meetings during the year (>75% in person or via phone equals 9 of 12 meetings a year). Miss no more than 2 meetings in a row.

- Lead or co-lead at least one workgroup and the strategic planning process

- Attend other OCAC events (at least 50% of the OCAC Summits

Note: Following the meeting, Kerri send out the Guidelines and Responsibilities documents and asked everyone on the Council to take part in an electronic vote on June 17th to approve and adopt the OCAC responsibilities and expectations.

Action(s).

- *All Council members to vote on the OCAC Responsibilities & Expectations document*
- *Following the meeting, Kerri called for a vote from all OCAC members on the OCAC Responsibilities & Expectations that resulted the approval of the final document.*

6) Update on Cyber Oregon Cybersecurity Summit Partnerships and Events

Since we ran out of time in the meeting to go over the Cyber Oregon Summits, Kerri asked Megan to send out an email update following the meeting. Her email update is inserted here:

Cybersecurity Day 2018 at University of Oregon – April 23rd

OCAC and Cyber Oregon team were well represented with Charlie Kawasaki giving a presentation about the "State of Cybersecurity in Oregon" as well as Dennis Tomlin and Michael Gutsche participating in a panel discussion about cybersecurity trends, etc. Overall, the event went well and the UO team was very pleased with the Cyber Oregon participation/support.

Cyber Oregon Cybersecurity Summit/NW Cyber Camp – July 19th

Skip has spoken to Senator Wyden's team and Congresswoman Bonamici's team regarding the July summit. Congresswoman Bonamici is going to attend the Cyber Camp on Friday, July 20th. She will be in D.C. on July 19th for a floor vote. Senator Wyden will also be in DC during our event, but he has agreed to shoot a video in advance of the July 19th summit and dinner that we can share with attendees at the event. Unfortunately, the Governor will be out of state at a National Governors' Association meeting during the week of the NW Cyber Camp and the Cyber Oregon Summit, but Raihana/Economic Development and Elana/Workforce Development from the Governor's team plan to attend. Skip has also invited the head of Business Oregon (Chris Harder) per the recommendation of the Governor's office.

We have confirmed the Oregon Tech location for the Cyber Summit and the banquet for the banquet for the camp will be held around the corner at Mentor Graphics.

Cyber Oregon Cybersecurity Summit in Bend – November 2nd

OSU-Cascades will be hosting the November 2nd Summit in Bend.

Sponsorship: Skip has made one round of outreach to the OCAC members and potential sponsors regarding CyberOregon.com, the two summits, and NW Cyber Camp. So far, that outreach has generated a response from Edge Networks and Skip is meeting with them soon.

Action(s).

- *Skip and Megan to continue work on upcoming events and Cyber Oregon programs.*

Next Steps + Actions

Action	Person Responsible	Date Due
Draft meeting minutes and distribute to OCAC members for review and approval.	Megan McKenzie	Done
Follow-up with people who want to join OCAC Workgroups as non-voting members	All	
All Workgroups to develop their priorities, plans, timelines, etc. in format similar to the Public Outreach plan that Tom shared and everyone should plan to share at the OCAC meeting in July.	All	In progress
Kerri to call for an electronic vote on the OCAC Responsibilities & Expectations document.	Kerri Fry	
Skip to provide TAO's Guidelines & Responsibilities document to Kerri and Charlie.	Skip Newberry	Done
Skip and Megan to continue work on upcoming Cyber Oregon events and programs.	Skip Newberry, Megan McKenzie	In progress

Announcements

- None pending.

Minutes Approved By

Chair

Signature.

Date. _____

Vice Chair

Signature.

Date. _____