

VASWCD IT Committee
Report to the Board of Directors & Membership
September 13, 2018

The IT Committee resumed its online meetings with the help and participation of Roland Owens of DCR, in August 2018 after a 2 month summer recess.

Committee Charge:

The IT Committee serves as an advisory body to the VASWCD Board and Executive Committee on IT issues, plans and programs. The committee members are Districts Directors, District and Association Staff, and representatives from DCR. The mission of the IT Committee is to:

1. Provide advice, assistance, and educational opportunities for Districts to improve their IT capabilities and maintain a clearinghouse of IT best practices that can be adopted by Districts
2. Monitor the status of IT systems and practices used across Districts to identify risks, technology gaps, or insufficient investments for Conservation objectives
3. Advise the VASWCD on IT issues and developments, including future technology directions that can be applied to conservation of soil and water resources
4. Coordinate IT efforts with DCR and other partners

Committee Members:

It is only with strong, committed committee members we make progress. The IT Committee is seeking your input and welcomes directors and staff to join conference calls/webinars to discuss and share issues. Thanks to the following members:

- Thomas Herbert, Henricopolis SWCD - IT Committee Chair
- Kris Dennen, Loudoun SWCD - IT Committee Vice-Chair
- Roland Owens, DCR
- Edna Justus, Big Sandy SWCD
- Sheila Jaruseski, Colonial SWCD
- Michael Trop, John Marshall SWCD
- Lonnie Murray, Thomas Jefferson SWCD
- VASWCD Staff

Work Efforts:

- The IT Committee continues to work with VASWCD on maintaining a webpage at www.vaswcd.org/it containing links to recommended methods for maintaining IT Security, keeping District systems running, and promoting personal responsibility when using District systems. During the break, the webpage was updated with the help of Shannon Mitchum at the VASWCD office.

- The IT Committee has drafted an outline for Cyber Security and IT Best Management Practices. Our first objective was Minimum Recommended Practices for Individual Workstations/Laptops. Most modern laptops such as T series Lenovo or equivalent from Dell or others will support the following:
 - Solid state hard-drive (SSD) with at least 256 gigabytes capacity, but 512 is better
 - An I7 processor
 - At least 16 gigabytes of memory (RAM)
 - Districts should budget for a 3-5 year replenish rate
 - The specifications below support simultaneous web use and local graphics design for those districts that use it for VCAP etc:
 - external 4K 60Hz monitor support
 - Internal 1920x1080 graphics Intel internal graphics is sufficient
 - 720P webcam for video conferencing
 - 1G Ethernet IF
 - Wireless 802.11/AC
- Best Management Practices also planned are:
 - Minimum Recommended Practices for Shared Drives, Servers, File Sharing
 - Best Practices for Web Applications
 - Best Practices for Purchasing IT Resources
- The IT Committee is also working with DCR to make the excellent on-line IT Security Training available to all District staff. Carl Thiel-Goin of DCR reported that 100% of District staff required to take the training completed it. 9 other District staff also completed it. Our next task is to find out how many “seats” are available for the training, how many licenses are needed and is there sufficient budgeting for getting all District employees to complete the training.
- The IT Committee is interested in contributing to the proposed new Operations Committee and hopes to include IT Security Best Management Practices in a possible Operations Guide for Districts.

Areas of Concern:

- Securing mobil applications
- Making sure new employees and new directors are brought up to speed on District IT Security practices and issues
- Raising awareness of the necessity for Districts to have Business Continuity Plans