



## **Cybersecurity Planning Committee**

### **Special Meeting Minutes**

OMES IS Data Center, Conference Room 2024  
3115 N. Lincoln Blvd., Oklahoma City, OK 73105  
December 09, 2022, 2:30 PM

A meeting notice was filed with the Secretary of State and an agenda posted in accordance with the Open Meetings Act.

**MEMBERS PRESENT:** Curtis Coleman  
Craig Buchanan  
Cameron Gray  
Scott Houck  
Joe Lord  
Jonathan Love  
Jerry Moore  
Bo Reese  
Dianna Warren  
Scott White

**MEMBERS ABSENT:** Quince Fennell  
Eric Hileman  
Jonathan Kimmitt  
Mike Redden  
Troy Rhoads

**Guests:** Cooper Catlege, OMES IS Deputy General Counsel  
Liz Stevens, Assistant Attorney General  
Anna Krupka, Go Security Pro  
Carrie Randolph, Go Security Pro  
Fred Tschirgi, Guernsey  
Susan Stout, OMES  
Radeana Rumpl, OMES  
Jillian Welch, OMES  
Mike Jackson, DHS/CISA  
Shannon Newman, OMES  
Lauren Kelliher, OMES

## **I. Call Meeting to Order**

Jerry Moore, Chairman, called the meeting to order at 2:34 PM.

## **II. Compliance with the Open Meeting Act**

Agenda posted by Radeana Rumpl on 12/07/2022.

## **III. Roll Call**

A roll call was taken by Radeana Rumpl and a quorum was established.

## **IV. Welcome, Introduction of Guests, and Opening Remarks**

Mr. Moore thanked everyone for coming and apologized for the delay in getting started due to the security sign in process to enter the building.

## **V. Approval of the October 26, 2022, Minutes**

Mr. Coleman, Secretary, made a motion to approve the October 26<sup>th</sup>, 2022, meeting minutes. Mr. Reese seconded the motion. There was no further discussion and the motion passed with the following votes recorded:

Mr. Buchanan, yes; Mr. Coleman, yes; Mr. Gray, yes; Mr. Houck, yes; Mr. Lord, yes; Mr. Love, abstain; Mr. Moore, yes; Mr. Reese, yes; Ms. Warren, yes; Mr. White, yes.

## **VI. Update on the SLCGP Grant Application**

Scott Houck, Vice Chairman, stated that the FY 22 SLCGP grant was uploaded and received on time by the Dept. of Homeland Security. They are anticipating that the award will be made around December 30<sup>th</sup>.

Mr. Moore asked if there had been any commentary on how many states didn't provide their cybersecurity plan and asked for the exemption. Mr. Houck explained that, anecdotally, most of the states did not submit a cybersecurity plan, and from a third-party source, approximately 2 states didn't submit at all for the Cybersecurity Grant. Mr. Houck also stated that it's anticipated that means more funding for the ones that did. CISA hasn't stated what they are going to do with the funds yet, but previously they've reallocated the funds among the people that applied.

Next steps in the process

- Recommend, develop, and approve the state cybersecurity plan as it relates to the entirety of the whole state
- Once we get the state plan approved and submitted to the Dept. of Homeland Security, the funds will be released for FY 22. As of right now, the only funds that will be released are funds that are requested in advance to build the state cybersecurity plan. Once it's approved by DHS, the investment justifications are updated, and they'll release the remainder of the funds to the state to be spent in accordance with that cybersecurity plan.

Information shared by Mr. Houck:

- FY22 funds need to be expended by the end of this grant in 2026.
- There will be a NOFO for each year of the 4 years, FY22, FY23, FY24, and FY25. The entire process will probably be through 2029.
- There's no published amount of what Oklahoma will receive, but we're anticipating a total of approximately \$16 –17 million. In FY22 we'll receive approximately \$3.3 million. FY23, per the NOFO, will be double what we receive this year. FY 24 will be 1 ½ times what we receive this year, and FY25 will be ½ of what we received this year, which is how we came to the \$17 million figure.

## **VII. Discussion and Possible Action Amending the Charter to Require Meeting Monthly to Quarterly**

Mr. Moore would also like to add the language of quarterly and “meeting as needed”.

Discussion occurred regarding virtual meetings. Liz Stevens, Assistant Attorney General, explained that as of right now, the law requires the meetings to be in person. During the state of emergency, meetings were able to be conducted virtually, but once the state of emergency expired in May 2021, all public meetings had to return to in-person. The Federal declaration was reliant only on the state declaration.

Mr. Buchanan made the motion to amend the Charter to require meeting quarterly and as needed. Ms. Warren seconded. No further discussion and the motion passed with the following votes recorded:

Mr. Buchanan, yes; Mr. Coleman, yes; Mr., Gray, yes; Mr. Houck, yes; Mr. Lord, yes; Mr. Love, yes; Mr. Moore, yes; Mr. Reese, yes; Ms. Warren, yes; Mr. White, yes.

**VIII. Discussion and Possible Action Approving Dates for the 2023 Monthly/Quarterly Meeting Schedule**

**March 30, 2023, 2:30 PM**

**September 28, 2023, 2:30 PM**

**June 29, 2023, 2:30 PM**

**December 28, 2023, 2:30 PM**

Mr. Love made the motion to approve. Mr. Lord seconded.

There was no further discussion and the following votes were recorded:

Mr. Buchanan, yes; Mr. Coleman, yes; Mr. Gray, yes; Mr. Houck, yes; Mr. Lord, yes; Mr. Love, yes; Mr. Moore, yes; Mr. Reese, yes; Ms. Warren, yes; Mr. White, yes.

**~~IX. CPC Membership Update and New Members~~**

Stricken from the agenda due to wording. Table for future agenda.

**X. Vote on Permanent Officers**

Mr. Coleman made the motion on the officer structure proposed in the last meeting becoming permanent. Mr. Reese seconded. There was no further discussion and the motion passed with the following votes recorded:

Mr. Buchanan, yes; Mr. Coleman, yes; Mr. Gray, yes; Mr. Houck, yes; Mr. Lord, yes; Mr. Love, yes; Mr. Moore, yes; Mr. Reese, yes; Ms. Warren, yes; Mr. White, yes.

**XI. Approve and Allocate Provisional FY22 SLCGP Funds to Facilitate the Creation of the State of Oklahoma Cybersecurity Plan (Investment Justification)**

Mr. Moore added that this is an action to approve allocation of funds, to set aside an amount up front to create the cybersecurity plan itself.

Mr. Houck stated that there's 3 investment justifications that mirror the objectives on page 4 of the NOFO. The first objective/investment justification provides for the development of the cybersecurity plan which is the funding source for building that product.

Mr. Houck explained that currently we do not have a cybersecurity plan for the entire state. Mr. Moore included that the state of Oklahoma Cybersecurity Plan covers the state agencies and the infrastructure we support, not 77 counties and every business, school, and county courthouse that's located in that geographical area. This is a geographic cybersecurity plan for the 77 counties, all-encompassing of everybody that will participate and all the needs that we've identified for infrastructure, city, county, higher education, public education, anything you see in the scope. The scope of the funding opportunity is broad. This group is here to determine what the priorities are and what we should fund.

- The 77-county cybersecurity plan must be submitted by Sept. 30, 2023, otherwise the opportunity for the grant is lost.

Mr. Reese made the motion to approve and allocate provisional FY22 SLCGP funds to facilitate the creation of the State of Oklahoma Cybersecurity Plan (investment justification). Mr. Coleman seconded the motion. There was no further discussion and the following votes were recorded:

Mr. Buchanan, yes; Mr. Coleman, yes; Mr. Gray, yes; Mr. Houck, yes; Mr. Lord, yes; Mr. Love, yes; Mr. Moore, yes; Mr. Reese, yes; Ms. Warren, yes; Mr. White, yes.

## **XII. Appoint a State of Oklahoma Cybersecurity Plan Task Force Subcommittee to Review and Recommend the Procurement of Resources, as well as Assist in the Development of the State Cybersecurity Plan**

- Subcommittee members are selected by the Cybersecurity Planning Committee and will be the advisory to this board
- Must be less than quorum
- Not subject to the Open Meeting Act
- Can meet virtually.
- Subcommittee volunteers are Mr. Coleman, Mr. Buchanan, Mr. Gray, Mr. Houck, and Mr. Lord

Mr. Buchanan made the motion for Coleman, Buchanan, Gray, Houck, and Lord to form the Oklahoma Cybersecurity Planning Task Force Subcommittee to review and recommend the procurement of resources as well as Assist in the Development of the State Cybersecurity Plan. Mr. Reese seconded the motion. There was no further discussion with the following votes recorded:

Mr. Buchanan, yes; Mr. Coleman, yes; Mr. Gray, yes; Mr. Houck, yes; Mr. Lord, yes; Mr. Love, yes; Mr. Moore, yes; Mr. Reese, yes; Ms. Warren, yes; Mr. White, yes.

## **XIII. Agenda Items for the Next Meeting**

- Discuss and possible action on the creation of sublocations for having meetings in the future
- CPC Membership update and possible vote to add new members
- Subcommittee status report
- Recurring update on grant application

## **XIV New Business**

Stricken from agenda.

#### **~~XV. Possible Announcements~~**

Stricken from agenda.

#### **XVI. Adjournment**

Mr. Reese made the motion to adjourn the meeting. Ms. Warren seconded the motion. There were no objections. Meeting adjourned at 3:01 PM.