

**Vermont Web Portal Board meeting  
September 14, 2023  
120 State Conf Rm 411**

**Present:**

**Board members:**

- James Lipinski
- Lauren Hibbert
- Catherine Delneo
- Douglas Farnham
- Andrew Campbell
- Valerie Giroux
- Marcia Schels
- Dawn Carrillo
- Jacob Durell
- Mike Smith
- Elle O'Casey

**DII:** Harry Bell

**VIC:** Kim Cuciti, Dan Gozdiff, Nick LaRow

Call to Order

**VIC Update**

VIC presented the update of happenings since the previous meeting.

Discussion re: roles and responsibilities.

Vote on RESOLUTIONS re: Legal opinion.

The amendment was considered moot because the Board is very obviously subject to open meeting laws and contract defines VIC role in other projects.

Vote on RESOLUTION re: Portal Enhancements.

Tabled

Discussion re: Business Association Agreement ("BAA").

Any BAA would be specific to the SOW in question and treated like any other requirement.

Vote on RESOLUTION re: greater WSPP and State of Vermont Employee collaboration.

Voted and approved.

Vote on RESOLUTION re: WBP online information.

The page in question is the Governor's website and the content there is generated by that office. The purpose of that section of the site is to show who has been appointed by the Governor to various boards. There is only one appointed seat on this board and therefore only one name.

A page will be created on the ADS website listing full membership.

# Vermont Web Portal Board

## **Discussion re: roles and responsibilities.**

Review of 22 VSA § 953 and 1 V.S.A. § 310-14.

## **Vote on RESOLUTIONS re: Legal opinion.**

Resolutions to Request legal opinions from VT Attorney General's office pursuant to 22 VSA § 953(b) including:

- a) RESOLUTION re: request for opinion concerning applicability of public meeting law under 1 V.S.A. §§ 310-14 to Web Portal Board.
- b) RESOLUTION re: request for opinion concerning ability of WPB to consider portions of any contract with the Web Portal Service Provider ("WSPP") that are not self-funded whether under 22 VSA §§ 953(a)(2)-(3) or otherwise.
- c) RESOLUTION re: request for opinion concerning ability of WPB to consider whether gov2go or analytics enhancements offered by TylerTech are appropriate under WBP authority or current scope of Contract.

## **Vote on RESOLUTION re: Portal Enhancements.**

Resolution to request assistance from ADS in determining the viability of gov2go and TylerTech enhancements from Tyler Tech under current contract or in 2025 RFP.

## **Business Association Agreement ("BAA").**

A BAA agreement has been requested from the Agency of Human Services ("AHS"), Department of Children and Families ("DCF") IT Director in order to ensure compliance under the HIPAA Security Rule for a new scope of work. This discussion is to determine WBP's role with respect to entering a BAA.

## **Vote on RESOLUTION re: greater WSPP and State of Vermont Employee collaboration.**

In light of multiple outages this year, due in part to the insufficiency of failover mechanisms, a resolution is called to foster greater collaboration, and checks and balances between WSPP and the State and their interdependent systems.

## **Vote on RESOLUTION re: WBP online information.**

The WBP information page on the Portal currently shows only one member on the WBP. See [https://governor.vermont.gov/boards\\_and\\_commissions/web\\_portal](https://governor.vermont.gov/boards_and_commissions/web_portal) . A resolution is called for to ensure that the Portal is current with board member information, including term start and end dates; board positions appointed (Chair, Vice Chair, and Secretary); and when. Furthermore, all Board members should be promptly noticed upon any change to member or position so as to ensure smooth operation of the board.