



## Meeting Minutes Governor’s Cyber Security Task Force

<b>Attendance</b>		<b>DATE:</b> June 1, 2023	
		<b>TIME:</b> 9:00 AM	
		<b>METHOD:</b> Zoom	
		<b>RECORDER:</b> Sherrean Whipple	
Member Name	Present	Member Name	Present
Tim Robb – Chair Office of the Governor – Director of Strategic Initiatives	ABS	Jeffery Lewis – Director of Security & IT Compliance – NV Energy	X
Bob Dehnhardt – Vice Chair Chief - Information Security Officer of the State of Nevada	X	Aakin Patel Division Administrator - Office of Cyber Defense	X
Frank Abella – Chief Information Office for Carson City	ABS	Brandon Peterson – Assistant VP of Information & Research Computing – NV System of Higher Education	X
Paul Embley Representative from the Judicial Branch	X	Sandie Ruybalid Chief IT Manager - Nevada Department of Health and Human Services (DHHS)	X
David Fogerson Chief - Division of Emergency Management/Homeland Security (DEM/HS)	X	Billy Samuels – Deputy Fire Chief – Clark County Emergency manager	X
Sanford Graves IT Professional I - Representative from the Legislative Branch	ABS	James Wood Technology Project Coordinator - Washoe County Technology Services	X
Tim Horgan Chief IT Manager - Representative from the Secretary of State’s Office	X		
<b>Representative</b>			
Samantha Ladich – Senior Deputy Attorney General			
Sherrean Whipple – Administrative Assistant			

**1. Call to Order and Roll Call**

Vice-Chair Bob Dehnhardt, Chief – Information Security Officer of the State of Nevada, called the meeting to order. Roll call was performed by Sherrean Whipple, Nevada Division of Emergency Management/Homeland Security (DEM/HS). Quorum was established for the meeting.

**2. Public Comment**

Vice-Chair Bob Dehnhardt opened the first period of public comment for discussion.

There were no public comment.

**3. Approval of January 9, 2023 CSTF Meeting Minutes**

Vice-Chair Bob Dehnhardt called for a motion to amend or approve the draft minutes of the January 9, 2023, Cyber Security Task Force meeting.

David Fogerson, Chief of DEM/HS, motioned to approve the minutes.

Sandie Ruybalid, Chief IT Manager, Nevada Department of Health and Human Services (DHHS), seconded the motion to approve the minutes.

All others were in favor with no opposition. Motion passed.

**4. Nevada Cybersecurity Grant**

Sharon Luce, DEM/HS, recapped what has been done up to this point with the cybersecurity grant released in FY2022. Luce shared the grant was first released on September 13th, 2022, and the Governor's Cybersecurity Task Force voted to adopt the first draft on November 7th. On November 14th, the final cybersecurity plan exception letter, the final membership list, and the investment justification were submitted to Department of Homeland Security. Then, Amanda Jackson, DEM/HS, discussed the next steps for the grant. Ms. Jackson explained the grant's application for subrecipients was scheduled to be released June 2nd. The application would then be open from June 2nd to 11:59 on June 22nd. Ms. Jackson then gave a timeline of informational meetings to be held with a total of three technical assistance sessions being held during the time the application would be open to offer help in how to fill out the application for subrecipients. Then, between June 23rd and June 29th, subrecipient applications would be reviewed. A meeting would then be held on June 30th where subrecipients would speak on their projects and the task force would rank and vote. Ms. Jackson further laid the timeline for completing and approving the final draft of the cyber plan during the July 31st task force meeting. Lastly, Ms. Jackson revealed the revised application would be returned by Department of Homeland Security by August 9th, after which the application will be submitted offering a buffer between then and the deadline for submission of September 13th.

Billy Samuels, Deputy Fire Chief, Clark County Emergency Manager, asked if 30 days was a realistic timeframe for subrecipients to put in their application and get their programs in place. Amanda Jackson agreed and opened the floor for discussion. Mr. Samuels further explained knowing how long those projects take as Clark County would be one of the subrecipients. Sharon Luce joined the conversation and reiterated the reasoning for the 30-day application process is to ensure meeting the August 9th submission. The grant being submitted August 9th allows time for possible additional information to come out from Department of Homeland Security with enough time to update the grant before the hard deadline of September 13th. Mr. Samuels understood the reasoning and offered they would be a little more proactive.

Tim Horgan, Chief IT Manager, Representative from the Secretary of State's Office asked if any messaging had gone out to subrecipients yet regarding the application process. Amanda Jackson answered there would be a bulletin released today, June 1, including a link to the application and the technical assistance webinars. Ms. Jackson also said slides would be released prior to webinars for subrecipient review.

Sharon Luce asked if there were any additional questions, of which there were none.

**5. Capabilities Assessment**

Vice-Chair Bob Dehnhardt defined the capabilities assessment as being discussion and possible action of the current draft for state and local grant programs. Dehnhardt first asked if any questions had been submitted on the subject and handed it off to Sharon Luce, DEM/HS to answer. Ms. Luce explained the capabilities assessment is needed to complete the cybersecurity plan and there are 16 plan elements. Luce went over the spreadsheet and what each column was for. The spreadsheet would provide the baseline needed for what elements would be prioritized for projects in the future. Vice-Chair Bob Dehnhardt then opened the floor for questions and discussion.

Dave Fogerson, Chief of DEM/HS, asked about the purpose of the spreadsheet and if it was meant for communities to use for the grant process or for the task force to fill out. Sharon Luce replied there was no actual direction from Department of Homeland Security. Ms. Luce further offered how other states approached the assessment from the state's task force completing it to individual organizations completing it with the task force consolidating it. Ms. Luce reiterated there were 16 elements that were required to be discussed within the cybersecurity plan, but that not all elements could be addressed with this grant. Ms. Luce prioritized identifying which of the 16 elements could be listed for this current grant cycle and identifying which elements might be prioritized for future fiscal year grant cycles. Mr. Fogerson asked Ms. Luce their opinion of if the best way to implement this was to consolidate due to the diversity of the state. Ms. Luce agreed that would be the best course of action.

Billy Samuels, Deputy Fire Chief, Clark County Emergency Manager, motioned to approve the capabilities assessment with the option of the task force being able to make adjustments and changes moving forward for flexibility purposes with this being a new program.

Dave Fogerson agreed with Mr. Samuels but added the final document be brought back to the task force at a future meeting to be approved then. Mr. Samuels concurred. Tim Horgan agreed with Mr. Samuels and Mr. Fogerson and added although changes may be made after utilizing this artifact, that it seemed like a very good starting off point.

James Wood, Technology Project Coordinator, Washoe County Technology Services, seconded the motion to approve the capabilities assessment.

All others were in favor with no opposition. Motion passed.

**6. Cybersecurity Plan review**

Vice-Chair Bob Dehnhardt opened the cybersecurity plan review as discussion only. Dehnhardt offers there was a second edition of the plan with modifications suggested by DHS with everyone having access to review said plan. There was no discussion.

**7. Discussion on Future Agenda Items to be Considered by the Cyber Security Task Force**

## **DRAFT MINUTES FOR REVIEW – DO NOT DISTRIBUTE**

Vice-Chair Bob Dehnhardt opened future agenda items to be considered as a discussion only topic. Billy Samuels asked when the next meeting is citing the belief it would be close to when the grants would close. Sherrean Whipple verified the next meeting was Friday, June 30th at 9:00 a.m.

Dave Fogerson reminded Mr. Samuels the June 30th meeting would be when review ranking and voting of the project proposals and applications would take place. Billy Samuels then asked when applications needed to be submitted. Amanda Jackson replied applications needed to be submitted June 22nd by midnight giving staff June 23rd through June 29th to review applications to prepare for review ranking and voting on June 30th.

No further discussion for future agenda items was received.

### **8. Public Comment**

Vice-Chair Bob Dehnhardt called for any public comment.

There was no public comment.

### **9. Adjournment**

Vice-Chair Bob Dehnhardt called for a motion to adjourn. A motion to adjourn was presented by Billy Samuels, and second was provided by David Fogerson. All were in favor with no opposition. Meeting adjourned.