

## CYBERSECURITY PLANNING COMMITTEE

Virtual Meeting  
Friday October 14, 2022 at 3:00 p.m.

### MINUTES

#### 1. Welcome & Call to Order -Chair

Secretary Mantos called the meeting to order and welcomed everyone to the meeting.

Renee Narvaiz gave directions to attendees on management of the meeting. A quorum of members was present for conducting the business at hand.

#### 2. Introduction of Committee Members – Chair

Peter Mantos – Secretary of DOIT

Dr. Lorie M. Liebrock – Director of NM Cybersecurity Center of Excellence

Nathan C. Brown – Secretary of Homeland Security & Emergency Management.

Raja Sambandam – State Chief Information Officer

Carlos S. Lobato – New Mexico State University Chief Information Security Officer

Michael W. Good – IT Director for Los Lunas School District

William A. York – Acting Security Officer, NM Department of Health

Robert (Bobby) L. Benavidez – Chief Information Officer, Bernalillo County

Dr. Bradley K. Purdy – City of Santa Fe

William (Tim) Presley – Director of IT, Tesuque Development Corporation

Dr. Srinivas Mukkamala – Senior Vice President for Ivanti [later]

Brigadier General Miguel Aguilar – Adjutant General of the NM National Guard [later]

##### **Others who were present:**

Todd Baran, General Counsel, NM DOIT

Renee Narvaiz, Public Information Officer

Renee Roybal, Executive Assistant for DOIT Executive Team

Melissa Gutierrez, Law Clerk for NM DOIT

Todd Glanzer – Managing Director, Deloitte Cybersecurity

#### 3. Approval of Agenda – Chair

**On motion by Mr. Lobato and second by Dr. Liebrock, the agenda was approved without opposition as presented.**

#### 4. Committee Compliance with the Open Meetings Act and Inspection of Public Records – Todd

Mr. Baran reviewed the Open Meetings Act and Inspection of Public Records for the Committee members. These meetings are subject to the requirements of the Open Meetings Act. He urged

caution in addressing sensitive issues verbally and with any written documents which may be shared or duplicated for members of the public requesting inspection of the public records. Melissa Gutierrez is the custodian of the records for the committee. A SharePoint site will be created to manage the record and provide easy access for IPRA request.

He will present the draft OMA Resolution for adoption by the Committee at a future meeting. The Resolution includes meeting notices, which will be posted at the DOIT Offices and on the DOIT Website. For the meeting schedule, he proposed regular weekly meetings on Fridays at 3:00 p.m., proposing virtual meetings using Zoom for remote access and participation.

## **5. Chair Remarks**

### **a. Purpose of the Committee**

Chair Mantos said the purpose is rather obvious. It is to share the wealth of experience and needs and the members represent groups of people. The Feds are interested in cybersecurity and are willing to match some of our investments in cybersecurity. It will help raise alerts for entities in New Mexico when threats are present and can help prevent ransomware attacks.

## **6. Committee Responsibilities and Deadlines – Todd**

### **a. Adopt a charter by November 1, 2022.**

#### **i. Detailed description of the Committee's composition**

Mr. Baran explained the immediate impetus for this Committee was to start the application for IIJA Grant funding under the recent Notice Of Funding Opportunity (NOFO).

Mr. Sambandam asked him to identify how the Committee relates to the IIJA.

Mr. Baran said that funding explicitly requires that states, to receive funding, must establish a cybersecurity planning committee create a state-wide cybersecurity plan and to develop a charter and to approve the application for the IIJA funding. The NOFO had specific requirements for the composition of the Committee and the Governor's order instilled some deadlines on the front burner. The first was to adopt a Charter by November 1, 2022, including the Committee's composition, the meeting schedule, explain how the Committee is going to leverage existing governments' bodies. It must also describe programmatic priorities funded with state and local cybersecurity program funds and how the decisions will be documented and shared and describe and define the roles and responsibilities for financial decision making and meet all administrative requirements under the plan and the NOFO which must be completed by November 1.

The Cybersecurity Grant Application is due on November 15 and before that, have the statewide plan with input from local governments, educational institutions, tribal governments.

Mr. Baran asked Mr. Sambandam about existing statewide plans that exist in the State that could be built upon to fulfill the requirement.

Mr. Sambandam said one being worked on is the SOC – Security Operations Center and could be leveraged for schools and local governments to have a structured approach to incidents and cybersecurity related matters. The State is also working on a standardized approach to understanding cybersecurity environments.

Mr. Baran said they offer states who need funds for compiling the plan, a high-level plan option, and receive first-round of grant funding for the first few months to develop the more robust plan and then line up for round 2 or 3 of the funding opportunities.

He suggested forming at least two subcommittees – one for the charter, one on the plan. To get people working on those requirements right away.

Mr. Sambandam reported on the path other states are taking as he learned at the recent Conference of State CIO's that includes all 50 states and territories discussing the funding opportunity. A majority of states plan to use the first step option and come up with the comprehensive plan by September 2023.

Chair Mantos was gratified to see the states are not competing for the funds but collaborating.

The committee discuss preference for basic vs. detailed plan. The Committee was okay with doing the basic option.

Identify and recommend consultants, vendors, or contractors to assist with development of implementation of the cybersecurity plan

Mr. Sambandam noted New Mexico had a head start and are working with multiple strategic partners. Deloitte has helped us quite a bit. They would serve as the third-party advisor to the Committee. Todd Glanzer is the representative for advisory and operational services, and we will get funding for that. They are available to assist us.

The Committee were supportive with that plan.

- b. Adopt rules (Robert's Rules or alternate)

Chair Mantos proposed using Robert's Rules of Order to govern the open meetings. The only spoken comments were in favor of using them.

**Dr. Liebrock moved, seconded by William York, to adopt Robert's Rules of Order for the Committee. The motion was approved without objection.**

Mr. Baran will put that in the resolution.

## **7. Open Meeting Act (OMA) Resolution discussion and adoption – Todd**

The Committee agreed to meet weekly on Fridays at 3:00 p.m. for about one hour and shorten or lengthen the time as needed.

The Committee decided not to record the meetings.

### **Subcommittees**

Mr. Baran recommended three subcommittees. Charter, Community Engagement and Plan.

Chair Mantos asked that a Committee member chair each of the subcommittees and have broad participation with experts. It was not necessary for all members to also be on a subcommittee, but he encouraged volunteers with one each to organize each subcommittee.

**Upon motion and second, the Committee adopted the three subcommittees with no opposition.**

Mr. Sambandam wanted to invite a representative from the Judiciary and one from the Legislative branches of State Government to be active participants. He also wanted to get clarity on how to be appropriate for tribal communities.

Dr. Mukkamala suggested also representatives from the Municipal League and Association of Counties.

Dr. Liebrock suggested a representative from the Economic Development Department.

Chair Mantos agreed to invite membership from those groups and added perhaps from Homeland Security and Department of Public Safety as participants. "There will be a seat for them, or they can come to the meeting anyway."

### Charter Subcommittee

Mr. Sambandam volunteered to lead.

William Presley

William York  
Brad Purdy

Plan Subcommittee:

Carlos Lobato volunteered to lead.  
Michael Good  
Lorie Liebrock  
Nathan Brown

Community Engagement Subcommittee:

Robert Benavides volunteered.  
Dr. Srinivas Mukkamala

Miguel Aguilar volunteered some runners for the subcommittee.

Brad Purdy chose to serve on Planning, but Ms. Gutierrez said that would make a quorum with five members on Planning.

Brad said okay.

Mr. Sambandam invited him to be on Charter.

**8. Public Comment - Chair**

No public comments were made.

Peter thanked all for participating and working on this effort.

**9. Adjournment**

Upon a motion, a second, and no opposition the meeting was adjourned at 4:14 p.m.

DocuSigned by:  
*Peter Mantos*  
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Peter Mantos, Chair

10/21/2022  
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Date