

**Cyber Security Commission**  
**Cyber Infrastructure and Commonwealth Network Protection Working Group**  
**Meeting (Draft Minutes)**

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October 6, 2014  
Meeting and Teleconference, 9:30 am until 10:30 am

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Chair:

Paul Kurtz, Chief Strategy Officer, CyberPoint

Members Present:

JC Dodson, BAE Systems

Volunteers/Advisors/Staff in Attendance:

Rear Admiral Bob Day, Cyber Commission Staff Lead  
Isaac Janak, Office of Public Safety and Homeland Security  
Deputy Secretary Adam Thiel, Office of Public Safety and Homeland Security  
Josh Heslinga, Office of the Attorney General, Cyber Commission Counselor  
Mike Watson, Virginia Information Technologies Agency CISO  
Captain Scott Campbell, Virginia Army National Guard

Public Members Present:

Major General Bob Newman  
Tracy Baynard, Senior VP McGuire Woods Consulting  
Rob Mooney, Department of Homeland Security Protective Security Advisor  
Dr. Mark Troutman, George Mason University  
Timothy Blute, National Governor's Association  
Betsi McGrath, MITRE  
Leslie Fuentes, Hampton Director of Information Technology

Minutes

- 09:30** Roll call and introductions conducted by the Chair, Paul Kurtz. The Chair moved to approve the minutes of last Work Group's meeting with J.C. Dodson approving and Isaac Janak seconding their approval.
- 09:35** The Chair made note that although the Cyber Crime Work Group Chair, Paul Tiao wished to attend, he was unable due to confusion over the date of the meeting. The Chair, Paul Kurtz, requested that the Work Group take stock of the current status of the Commission subgroup and noted that there were two major agenda items, the

survey which was set to be sent to state agencies and the Joint Cyber Operations Group (COG) concept drafted on behalf of the Work Group.

- 09:45** Rear Admiral Bob Day reemphasized the need for a joint command center to facilitate information and resource sharing to avoid the stove piping of information between agencies and sectors. Admiral Day directed the Members and staff to a white paper he drafted based on his experience in establishing the Coast Guard Cyber Command, a similar model to this concept. Betsi McGrath, FBI, suggested the Work Group review existing Federal exchanges which may be used as a model for the state and a focal point for coordination with Federal partners. Leslie Fuentes, Hampton, requested to see the Joint COG concept paper and stated that often time's localities operate outside of the state's span of control and have very limited resources when addressing information systems security.
- 10:00** The Chair, Paul Kurtz, requested that the Joint COG concept be reviewed and expanded to better state its purpose, how it will operate, and the costs for its creation and operation. The Chair requested that a draft framework for the Joint COG concept be resubmitted in two weeks to provide enough time for its delivery during the Commission meeting on November 7<sup>th</sup>.
- 10:10** The Chair moved to address the survey to be sent on behalf of the Work Group to state agencies to evaluate their current capabilities and needs in terms of cyber security. The Chair requested that the survey be sent by Thursday October 9<sup>th</sup>, that it be returned after 30 days, and requested that Mr. Janak be the point of contact for any questions and/or responses to the survey. The Chair, Paul Kurtz, also requested that Mr. Janak and Admiral Day create verbiage to direct agencies on how to share any sensitive information that they wish to provide the Commission, given state statutes.
- 10:18** The Chair, Paul Kurtz, reviewed the requests made by the Group to the issues of the survey and Joint COG concept. The Chair also requested that the survey be disseminated to the other Members of the Commission prior to its delivery to agencies. It was also requested by the Group that the Virginia National Guard provide a proposal on how they could support assessments for localities and school districts that might be limited in resources. Captain Campbell stated that he would be able to provide such a proposal by the end of the week.
- 10:30** Mr. Janak requested any further public comment and there was none provided. The Chair adjourned the meeting.

Minutes recorded by Isaac Janak