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Technology Services Board

Security Subcommittee Meeting
May 9, 2024
9:00 am – 11:00 am

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Today's Agenda

9:00 am	Call to Order • Agenda Review • Action: Approval of 2/8/24 Meeting Minutes • New Members	**Ralph Johnson**
9:05 am	Action: TSB Security Subcommittee Charter - Review and Approval Recommendation	**Ralph Johnson**
9:15 am	OCS Highlight: Policy & Program Management *(Discussion)*	**Ralph Johnson**
9:30 am	SLCGP Grant Update *(Discussion)*	**Zack Hudgins**
9:40 am	Local and National Cybersecurity Coordination *(Discussion)*	**Ralph Johnson** **Bill Kehoe**
10:00 am	Future Subcommittee Membership *(Discussion)*	**Ralph Johnson**
10:10 am	Scheduling: Joint Meeting with Cybersecurity Advisory Committee of the Emergency Management Council (2SSB 5518 - 2023) (*Discussion)*	**Ralph Johnson** **Tristan Allen**
10:20 am	Policy & Standard Review: • Action: Network Security Standard • Action: Access Control Policy	**Ralph Johnson**
10:30 am	Executive Session: RCW 42.105.291(4)	**Board Members**
10:50 am	Public Comment	
10:55 am	Closing Remarks & Adjournment	**Ralph Johnson**

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TSB Security Subcommittee Charter: Review and Approval Recommendation

Purpose:

To work together with a shared dedication to enhancing the security posture of Washington state as outlined in RCW 43.105.291. Address information security risks with urgency and regularly assess tools and services in the State of Washington ecosystem to achieve the objectives and safeguard the data and infrastructure of Washington state.

Objectives:

As defined in RCW 43.105.291, the subcommittee will work to achieve ……

Membership:

- State Chief Information Security Officer – Chair
- Technology Services Board Chair (State Chief Information Officer) – Co-Chair
- Chair of the Military Department's Cybersecurity Advisory Committee
- (3) Technology Service Board Members
- (1) WaTech Executive Team Representative
- (1) Military Department Representative (in addition to the Chair of the Cybersecurity Advisory Committee
- (2) Deputies from the Office of Cybersecurity
- (3) Local Government Representatives
- (3) Industry Representatives
- (2) Agency CIO/CISO Representatives
- (1) Representative from the Attorney General's Office

Meetings:

- Meetings will be held quarterly and scheduled for two hours unless otherwise designated.
- The subcommittee will hold at least one joint meeting annually with the Military Department's Cybersecurity Advisory Committee.
- Each meeting will discuss important security topics and events occurring in the state.
- Attendance at quarterly meetings will be in person and remote.

Charter Review:

At least annually.

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OCS Highlight: Policy & Program Management

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Office of Cybersecurity

Ralph Johnson
State Chief Information Security Officer (CISO)

Administrative Assistant

SECURITY ENGINEERING

Deputy CISO
Matt Stevens

- Security Design Review Supervisor
- Security Compliance Architecture Expert
- Security Compliance Architecture Expert
- Security Compliance Architecture Expert
- Information Security Architect
- Information Security Architect

SECURITY OPERATIONS

Deputy CISO
Jack Potter

- Security Infrastructure Manager
- Information Security Platform Specialist
- Information Security Platform Specialist
- Information Security Platform Specialist
- Information Security Platform Specialist
- Information Security Platform Specialist
- Vulnerability Management Specialist
- CIRT Analyst
- CIRT Analyst
- CIRT Analyst
- Threat Hunter
- Threat Hunter

POLICY & PROGRAM MANAGEMENT

Deputy CISO
Kim Hort

- IT Security Specialist, Journey
- IT Security Specialist, Journey

INFORMATION SECURITY SERVICES

Deputy CISO
Tracy Auldredge

- Senior Information Security Supervisor, IT Security
- IT Security Specialist, Journey
- IT Security Specialist, Journey
- IT Compliance Specialist

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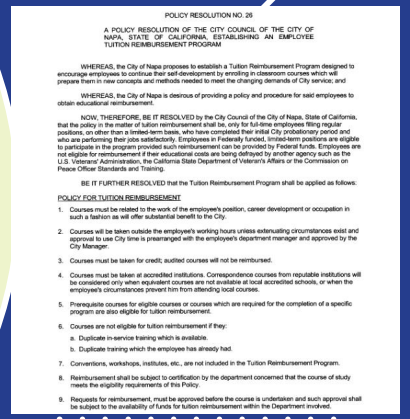
Policy and Program Management



POLICY RESOLUTION NO. 26

A POLICY RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NAPA, STATE OF CALIFORNIA, ESTABLISHING AN EMPLOYEE TUITION REIMBURSEMENT PROGRAM

WHEREAS, the City of Napa proposes to establish a Tuition Reimbursement Program designed to encourage employees to continue their self-development by enrolling in classroom courses which will prepare them in new concepts and methods needed to meet the changing demands of City service; and

WHEREAS, the City of Napa is desirous of providing a policy and procedure for said employees to obtain educational reimbursement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Napa, State of California, that the policy in the matter of tuition reimbursement shall be, only for full-time employees filling regular positions, on other than a limited-term basis, who have completed their initial City probationary period and who are performing their jobs satisfactorily. Employees in Federally funded, limited-term positions are eligible to participate in the program provided such reimbursement can be provided by Federal funds. Employees are not eligible for reimbursement if their educational costs are being defrayed by another agency such as the U.S. Veterans' Administration, the California State Department of Veteran's Affairs or the Commission on Peace Officer Standards and Training.

BE IT FURTHER RESOLVED that the Tuition Reimbursement Program shall be applied as follows:

POLICY FOR TUITION REIMBURSEMENT

1. Courses must be related to the work of the employee's position, career development or occupation in such a fashion as will offer substantial benefit to the City.
2. Courses will be taken outside the employee's working hours unless extenuating circumstances exist and approval to use City time is prearranged with the employee's department manager and approved by the City Manager.
3. Courses must be taken for credit; audited courses will not be reimbursed.
4. Courses must be taken at accredited institutions. Correspondence courses from reputable institutions will be considered only when equivalent courses are not available at local accredited schools, or when the employee's circumstances prevent him from attending local courses.
5. Prerequisite courses for eligible courses or courses which are required for the completion of a specific program are also eligible for tuition reimbursement.
6. Courses are not eligible for tuition reimbursement if they:
   a. Duplicate in-service training which is available.
   b. Duplicate training which the employee has already had.
7. Conventions, workshops, institutes, etc., are not included in the Tuition Reimbursement Program.
8. Reimbursement shall be subject to certification by the department concerned that the course of study meets the eligibility requirements of this Policy.
9. Requests for reimbursement, must be approved before the course is undertaken and such approval shall be subject to the availability of funds for tuition reimbursement within the Department involved.

- Statewide Focus
- Information Security Policy and Standards Management and Maintenance
- Statewide Information Security Program Development
- Outreach

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Information Security Policy and Standards Management and Maintenance

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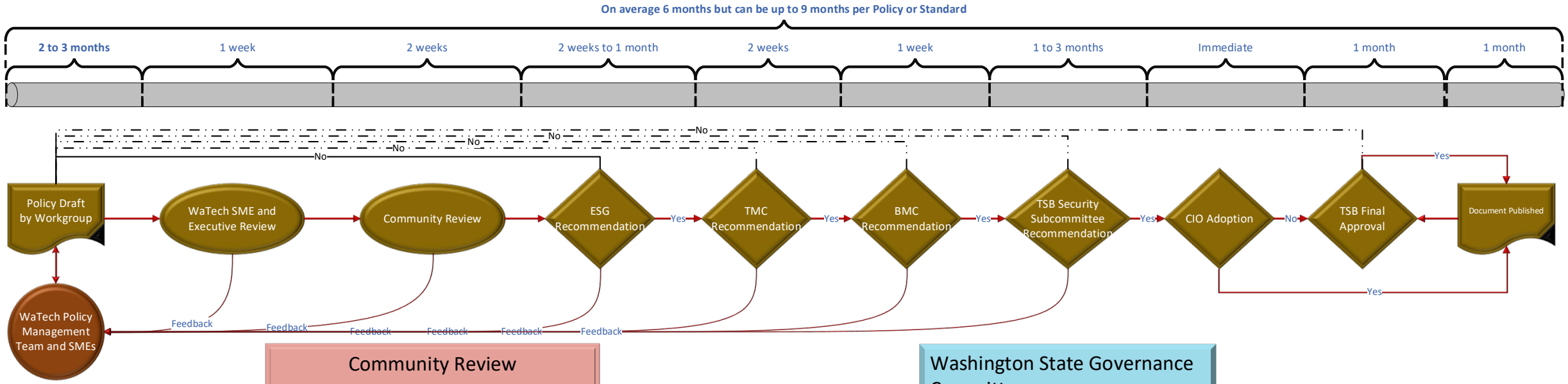
OCIO Policy 141 & Standard 141.10
The Behemoth in the Beginning…

- 33-page security policy and standard document
- Not updated for over seven years.
- Content not vetted by the agency community.
- Not based on industry frameworks.
- No risk management integration.

WaTech IT Security Policy and Standards Development and Approval Process



Community Review

The community review group includes representatives from, but not limited to, the following roles:

Agency Security SMEs
Agency IT SMEs
Higher Education SMEs
Agency Business Representatives

Washington State Governance Committees

ESG – Enterprise Security Governance
TMC- Technology Management Council
BMC – Business Management Council
TSB – Technology Services Board

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WaTech Policy Revision Crosswalk

Chapter 4: Security	Old #	New #
Securing IT Assets	141, 141.10 1.1, 1.2, 1.3, 1.5, 1.6	SEC-01
Securing IT Assets Standards	141.1	SEE BELOW
Security Assessment and Authorization Policy	141.10 1.2.1	SEC-02
Application Security Standard	141.10 7.1 - 7.4	SEC-02-01-S
Security Awareness & Training Policy	141.10 1.4	SEC-03
Asset Management Policy	141.10 8.2	SEC-04
Data Backup and Recovery Standard	141.10 8.4	SEC-04-01-S
Media Sanitization and Disposal Standard	141.10 8.3	SEC-04-02-S
Media Handling and Data Disposal Best Practices	N/A	SEC-04-02-G
Configuration Management Standard	141.10 5.1.1	SEC-04-03-S
Firewall Standard	141.10 5.1.2	SEC-04-04-S
Network Security Standard	141.10 5.1-5.4	SEC-04-05-S
Mobile Device Security Standard	141.10 5.8	SEC-04-06-S
Non-Agency Issued Device Security Standard	N/A	SEC-04-07-S
Unsupported Technology Retirement Standard	186	SEC-04-08-S
Commonly Used Software Product Retirement S	186.1	Strike
Endpoint Detection and Response	141.10 5.7	SEC-04-09-S

Name	Old #	New #
Change Management Policy	141.10 8.1	SEC-05
Access Control Policy	141.10 6.1, 6.2	SEC-06
Identification and Authentication Standard	141.10 6.3	SEC-06-01-S
Remote Access Standard	141.10 6.4	SEC-06-02
Physical and Environmental Protection Policy	141.10 2	SEC-07
Data Sharing Policy	141.10 4.2	SEC-08-01-S
Data Classification Standard	141.10 4.1	SEC-08-01-S
Encryption Standard	141.10 4.3, 4.4	SEC-08-02-S
Audit and Accountability Policy	141.10 1.6	SEC-09
Security Logging Standard	141.10 10.1, 10.2	SEC-09-01-S

Name	Old #	New #
Security IT Incident Policy *(Pending)*	141.10 11	SEC-10
IT Security Incident Communication	143	Rescind
Appendix-a - US- CERT Traffic Light Protocol	141.1	SEC-10-01-S
IT Security Threatscape	141.10b	SEC-10-02-S
Risk Management Policy	141.10 1.2	SEC-11
Risk Assessment Standard	141.10 1.3	SEC-11-01-S
Vulnerability Management Standard	141.10 5.5, 5.6	SEC-11-02-S
Electronic Signature Guidelines	N/A	SEC-11-01-G
IT Disaster Recovery Planning	151	SEC-12
International Travel Technology Policy	NEW	SEC-13
International Travel Technology Standard	NEW	SEC-13-01-S

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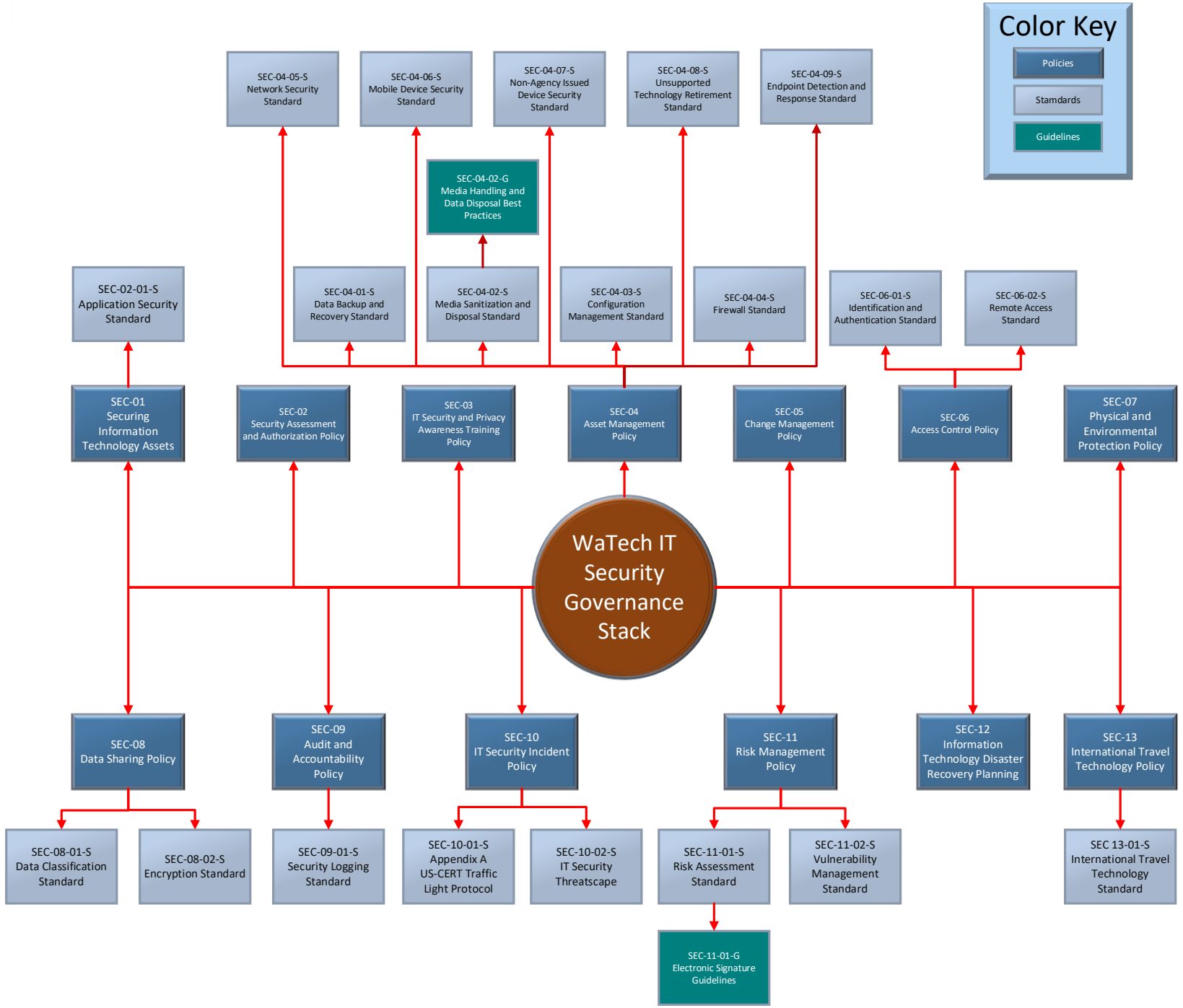
IT Security Governance Stack



Policies

watech.wa.gov/policies

Policy

Definition of Terms Used in Policies and Reports

Search Policies | Chapter | Type | Apply

- Please select -

- Any -

Policy Title	Number	Chapter	Type
Technology Policies, Standards, and Procedures Policy	POL-01 was 101	1. Policies on Policies	Policies
Naming Convention Standard	POL-01-01-S was 101.1	1. Policies on Policies	Policies
Technology Policy & Standard Waiver Request Standard	POL-01-02-S was 103	1. Policies on Policies	Policies
Technology Policies and Standards Waiver Procedure	POL-01-01-PR was 103.01	1. Policies on Policies	Procedures
Technology Portfolio Foundation	MGMT-01 was 112	2. Management & Governance	Policies
Technology Portfolio Foundation - Applications	MGMT-01-01-S was 112.10	2. Management & Governance	Standards
Technology Portfolio Foundation - Infrastructure	MGMT-01-02-S was 112.20	2. Management & Governance	Standards
Managing Information Technology Portfolios Standards - Projects	MGMT-01-03-S was 112.30	2. Management & Governance	Standards
Application Guidelines	MGMT-01-0-1-G	2. Management & Governance	Guidelines

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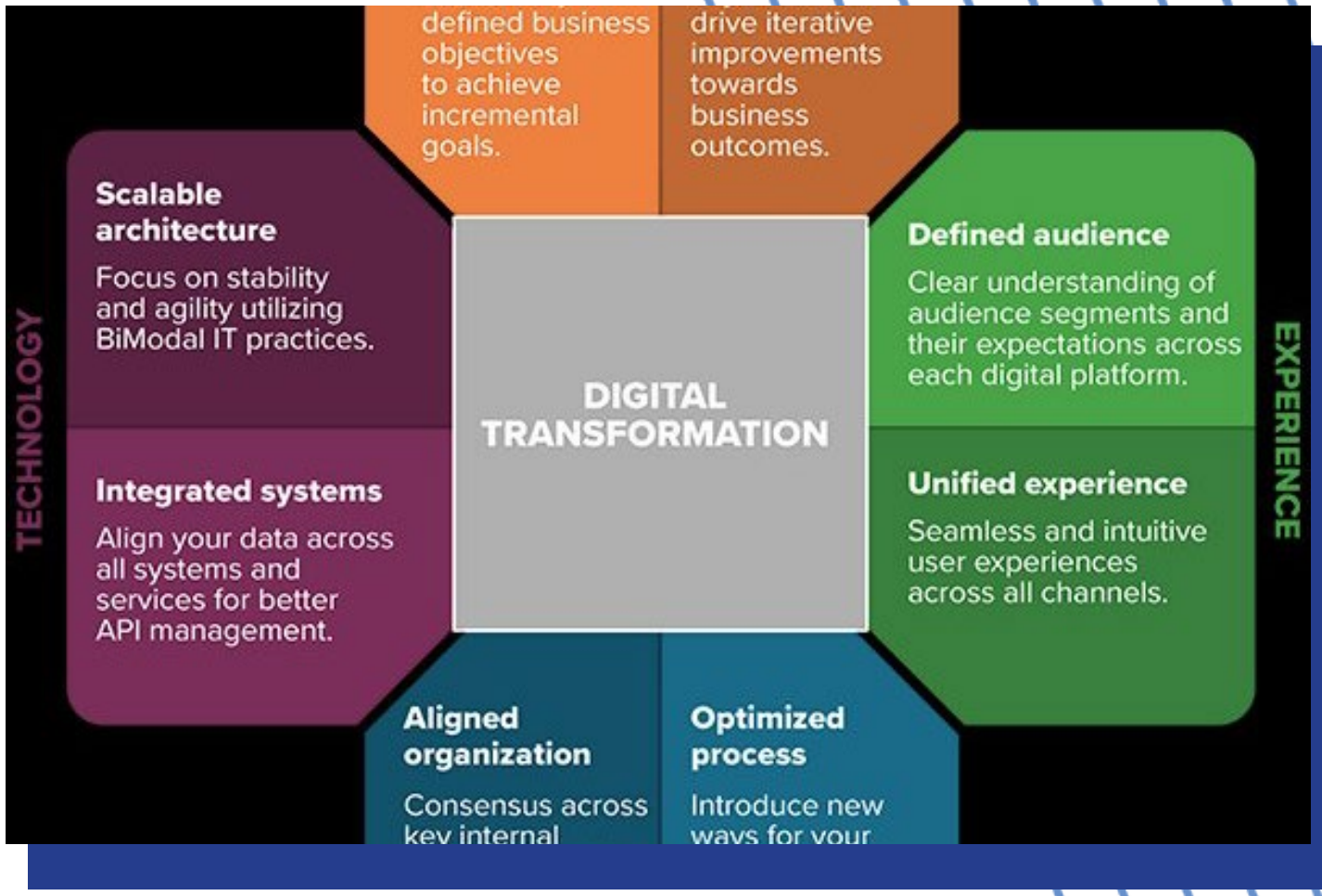
Information Security Program Development



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Cybersecurity Training

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Why does Washington state need an Information Security Awareness Program?

Helps educate and empower employees by making them aware of cyber threats and what they can do to defend against them.

It provides employees with the knowledge and skills to recognize and respond appropriately to security risks.

By providing layered tools and resources, such as videos, posters, assessments, and phishing simulations, organizations can build a culture of cybersecurity across their workforce.

This helps reduce cyber risk by ensuring that employees understand their role in maintaining security.

Encourages a culture that promotes responsible handling of sensitive data, confidentiality, and adherence to security policies and procedures.

When employees are aware of security best practices, they are more likely to follow them consistently.

Strong security requires a combination of technology, processes, and people. A security awareness program strengthens the people component of this strategy. It equips employees with the knowledge needed to protect sensitive information and prevent security incidents.

Cybersecurity Awareness Video Modules

Video modules will raise awareness of cybersecurity threats relevant to the workforce, both in the workplace and their personal lives and that of their families.

- Information security basics
- Password and access management
- Protection from malicious code
- Phishing and other threats to email
- Social engineering
- Social media threats
- Proper data handling and the consequences of unintended exposures
- Recognizing and reporting incidents
- Uses of personal information technology
- Protection of information assets
- Information security and privacy policies

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Phishing Simulations

Phishing is a form of social engineering and scam where attackers deceive people into revealing sensitive information or installing malicious software.

phishfirewall


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OCS UPDATE

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Security Alert Notices

Identified threats were distributed by OCS in conjunction with other state agencies and trusted partners. The alerts are intended to raise users' awareness and aid them in protecting their data and personal data.

Hosted Learning Sessions

The CISO, OCS personnel, and other information security professionals can deliver specialized training sessions.

“Lunch and Learn”

Special Events

Cybersecurity Awareness Month
Privacy Week

Compliance and Role Based Awareness

Cybersecurity Awareness Library

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Cyber Practitioner Training


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RISK
MANAGEMENT
Plan

Strategic Information Security Architecture

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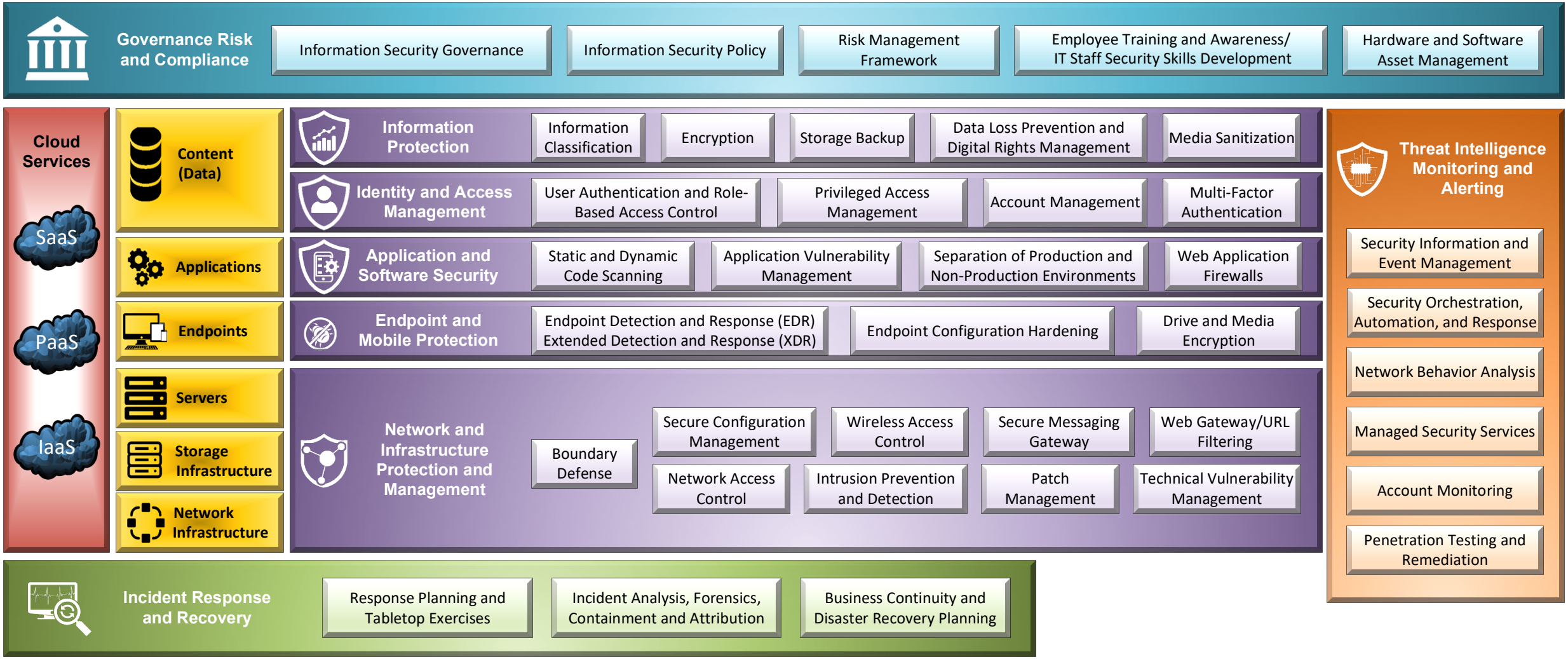

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Outreach

Outreach Efforts

- Participation with CISA, MS-ISAC and NASCIO
- Participation in ACCIS and other local associations
- Involvement in SAIC
- Presentations to local jurisdictions and groups
- Engagement with CISOs throughout the state
- SLCGP Grant

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State Local Cybersecurity Grant Program (SLCGP)

SLCGP Overview

Four-year federal government grant from Infrastructure Investment Jobs Act (IIJA).

Purpose: Assist state, local, and tribal governments with managing and reducing systemic cyber risk, improving the security of critical infrastructure and the resilience of services.

Eligibility:

- Cities
- Counties
- Tribal partners
- Special Purpose Districts (including school districts)
- State agencies including higher education

Match requirement provided by the State Legislature - Applicants will not need to provide matching funds

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SLCGP Funding

- Four years of funding, Federal Fiscal Year (FY) 2022-2025
- Projected $17.6 million – over 4 years
- Required match provided by the State Legislature for FY22 and 23 awards

	Fiscal Year	WA State Allocation	State 20%	Local 80%	Period of Performance
	FY22	$3,666,530	$733,306	$2,933,224	12/1/2022-11/30/2026
	FY23	*$7,403,503*	*$1,480,701*	*$5,922,802*	*12/1/2023-11/30/2027*
PROJECTION	*FY24*	*$5,308,000*	*$1,061,600*	*$4,246,400*	*12/1/2024-11/30/2028*
	FY25	*$1,769,000*	*$353,800*	*$1,415,200*	*12/1/2025-11/30/2029*
		$17,692,000	$3,629,407	$14,517,626	

- 80% of the award must be obligated to local entities
  - 25% of the award must be obligated to rural entities (*population less than $50K*)
- 20% of the award can be retained for state purposes/projects
  - 5% of the award for Management and Administration (M&A) of the award

FY 23 – Current year

Total funding remaining: $5,337,861

Portion of FY23 funding allocated during the FY22 solicitation round

- **Application solicitation timeframe:** March 29 – May 10, 2024
- **Results announced** *(tentative)*: August 7-9, 2024

- **Funding available** *(tentative)*: October 2024

Allowable costs for the grant

- **Planning** - activities such as those associated with the development, review, and revision of the holistic, entity-wide cybersecurity plan and other planning activities that support the program goals and objectives
- **Organization** - program management, structures and mechanisms for information sharing between the public and private sector, and operational support
- **Equipment** - equipment used to address cybersecurity risks and cybersecurity threats to information systems owned or operated by, or on behalf of, state and local governments
- **Training** - establishment, support, conduct, and attendance of training and/or in conjunction with training by other federal agencies
- **Exercises** - expenditures related to exercise scenarios testing identified cybersecurity risks and threats
- **Management & Administration** - activities directly relating to the management and administration of SLCGP funds, such as financial management and monitoring (a maximum of up to 5% of the awarded funding)

Grant requirements

Each project must align with one Objective

OBJECTIVE 1: Develop and establish appropriate governance structures, as well as develop, implement, or revise **cybersecurity plans**, to improve capabilities to respond to cybersecurity incidents and ensure continuity of operations.

OBJECTIVE 2: SLT agencies understand their current cybersecurity posture and areas for improvement based on continuous **testing, evaluation, and structured assessments**.

OBJECTIVE 3: Implement **security protections** commensurate with risk (outcomes of Objectives 1 & 2)

OBJECTIVE 4: Ensure organization personnel are appropriately **trained** in cybersecurity, commensurate with responsibility.

Sign up for CISA services - required if funded:

- Cyber Hygiene Services (web application scanning and vulnerability scanning) Free Cybersecurity Services and Tools: Cyber Hygiene Vulnerability Scanning | CISA

- Nationwide Cybersecurity Review (NCSR) (cisecurity.org) – due by 12/31 each year

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Questions?

- **ALL applications submitted:** May 10, 2024
  - Email to preparedness.grants@mil.wa.gov
- Technical assistance available:
  - Questions about allowable costs
  - Application issues
  - Grant requirements

Contact:
***Grant and Application related questions*:**
Melissa Berry, SLCGP Program Manager
melissa.berry@mil.wa.gov

Project development and general Cybersecurity related questions
Josh Castillo, Cyber Resilience Planner
josh.castillo@mil.wa.gov

Planning Committee and Application scoring related questions
Zack Hudgins, Privacy Manager
zack.hudgins@watech.wa.gov

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Local and National Cybersecurity Coordination

Cybersecurity Coordination

- Cybersecurity and Infrastructure Security Agency (CISA)
- Multi-State Information Sharing and Analysis Center (MS-ISAC)
- Elections Infrastructure Sharing and Analysis Center (EI-ISAC)
- Federal Bureau of Investigations (FBI) and US Secret Service

Cybersecurity Coordination

- Cybersecurity and Infrastructure Security Agency (CISA)
- Multi-State Information Sharing and Analysis Center (MS-ISAC)
- Elections Infrastructure Sharing and Analysis Center (EI-ISAC)
- Federal Bureau of Investigations (FBI) and US Secret Service

CISA Services

- State and Local Cybersecurity Grant Program (SLCGP): CISA, in partnership with FEMA, provides grant funding to SLT governments through the SLCGP. This program addresses cybersecurity risks and threats to information systems owned or operated by SLT governments.
- Cybersecurity Advisors and Technical Experts: CISA has cybersecurity advisors and technical experts available year-round to work with SLT partners.
- Free Cybersecurity Services and Tools: CISA maintains a database of free cybersecurity services and tools for SLT governments and critical infrastructure organizations. These resources help reduce cybersecurity risk.
    - Cyber Hygiene Services: CISA's Cyber Hygiene services help secure internet-facing systems from weak configurations and known vulnerabilities.
    - Cybersecurity Performance Goal (CPG) Assessment: CISA's CPGs are a common set of practices that all
      organizations should implement to kickstart their cybersecurity efforts. Small- and medium-sized organizations can use the CPGs to prioritize essential actions with high-impact security outcomes.

MS-ISAC and EI-ISAC Services

- MS-ISAC membership is open to all U.S. SLTT government organizations.
- EI-ISAC membership designed for all organizations involved in election processing
- Free services available to all members
  - Albert Sensor (Intrusion Detection System)
  - Malicious Domain Blocking and Reporting (MDBR)
  - Cyber Incident Response Team (CIRT)
  - Cybersecurity Advisory Services Program (CASP):
  - Cyber Threat Intelligence (CTI):

MS-ISAC®
Multi-State Information Sharing & Analysis Center®

Elections Infrastructure ISAC™

FBI and US Secret Service

- Reporting of incidents
- Investigations of criminal activities

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Future Subcommittee Membership

Current TSB Members

Industry Members
Tanya Kumar – Oracle

Legislative Members
Rep. Travis Couture – House R
Rep. Chipalo Street – House D
Sen. Matt Boehnke – Senate R
Sen. Joe Nguyen – Senate D

Executive Branch (Agency Directors)
Bill Kehoe – State CIO & Chair
David Danner – UTC
Cami Feek - ESD
Tracy Guerin – DRS

Other Government
Viggo Forde – Snohomish County
Andreas Bohman – UW-IT (Security Subcomm.)

SSB 5518
Creation of the Technology Services Board Security Subcommittee

Activities:

- Review emergent cyberattacks and threats to critical infrastructure sectors to identify gaps in state agency cybersecurity policies.
- Assess emerging risks to state agency information technology.
- Recommend a reporting and information-sharing system to notify state agencies of new risks, treatment opportunities, and projected shortfalls.
- Recommend tabletop cybersecurity exercises, including data breach simulation exercises.
- Assist the Office of Cybersecurity in developing best practice recommendations for state agencies.
- Review proposed policies and standards developed by the Office of Cybersecurity and recommend their approval to the full board.
- Review information relating to cybersecurity and ransomware incidents to determine commonalities and develop best practice recommendations for public agencies.
- Assist in developing the annual state of cybersecurity report.

Proposed Membership Composition

- State Chief Information Security Officer – Chair
- State Chief Information Officer - Cochair
- Chair of the Military Department's Cybersecurity Advisory Committee
- (3) Technology Service Board Members
- (1) WaTech Executive Team Representative
- (1) Military Department Representative
- (2) Deputies from the Office of Cybersecurity
- (3) Local Government Representatives
- (3) Industry Representatives
- (2) Agency CIO/CISO Representatives
- (1) Representative from the Attorney General's Office
- Special Representative – WaTech's ATG Counsel

- **18 identified members**
- **13 confirmed**
- **1 still unidentified**

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Scheduling:
Joint Meeting with Cybersecurity Advisory Committee of the Emergency Management Council (2SSB 5518-2023)

Cybersecurity Advisory Committee as a Subcommittee of the Emergency Management Council

Purpose: Provide advice and recommendations that strengthen cybersecurity in both industry and public sectors across all critical infrastructure sectors.

Membership: Organizations with expertise and responsibility for cybersecurity and incident response - local government, tribes, state agencies, institutions of higher education, the technology sector, and first responders.

Activities:

- Identify which local, Tribal, and industry infrastructure sectors are at the greatest risk of cyberattacks and need the most enhanced cybersecurity measures.
- Use federal guidance to analyze categories of critical infrastructure in the state that could reasonably result in catastrophic consequences if unauthorized cyber access to the infrastructure occurred.
- Recommend cyber incident response exercises related to risk and risk mitigation in the water, transportation, communications, health care, elections, agriculture, energy, and higher education sectors.
- Partners with the TSB Security Subcommittee.

RCW 43.105.291 section 5 (2SSB 5518-2023)

….. The technology services board security subcommittee must hold a joint meeting once a year with the cybersecurity advisory committee created in RCW 38.52.040 *(ESD cybersecurity advisory committee)*.

Joint Meeting Scheduled for September 26, 2024

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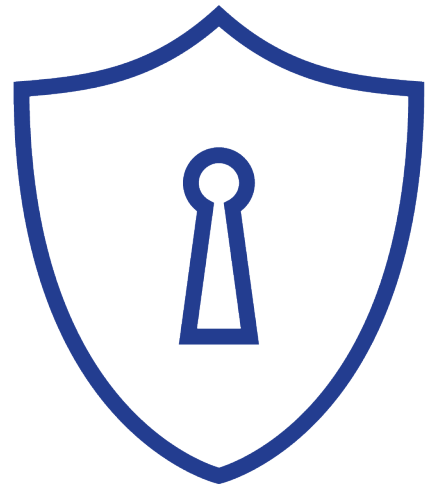
Policy & Standard Review

SEC-06 Access Control Policy

- Replaces 141.10 sections 6.1-6.2.
- Updates draw from NIST 800-53r5 and CIS Controls.
- Requires management of user accounts and roles.
- Requires exercising the Principle of Least Privilege.
- Minimizes impact of security breaches by limiting access.



Network Security Standard

- Replaces Sections 5.1-5.4 of 141.10
- Establishes layered network security controls to ensure data…
  - Confidentiality
  - Integrity
  - Availability
- Aligns with industry standards

VOTE

- Do you recommend that the TSB approve SEC-06 Access Control Policy and rescind 141.10 sections 6.1-6.2?
- Do you recommend approval of the Network Security standard and rescinding Sections 5.1-5.4 of 141.10?

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Executive Session:

Executive Session in progress.

Resuming public meeting at

Public Comment

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Closing Remarks