

Business-Technology Alignment (BTA) AWG Meeting Minutes 12/20/01

Location:	830 1 st Street, NW, WDC (room 107), 11:00 –12:00
Attendees:	<p>Anna Allen, SFA Denise Hill, SFA Bill Bush, SFA Kathryn Pirnia, SFA Paul Stonner, SFA John Bogasky, Mod Partner Peter Elms, Mod Partner Paul Peck, Mod Partner Jamal Shah, Mod Partner Ray Thomas, CSC Robert Laurence, DTI Karen Anderson, Mod Partner Michael Bruce, Mod Partner Katie Crowley, Mod Partner Bill Hughes, Mod Partner Shyam Pai, Mod Partner Martin Renwick, Mod Partner Mark Snead, Mod Partner</p>
Absent:	<p>Paul Hill, SFA Linh Nguyen, Mod Partner</p>
Agenda:	<ul style="list-style-type: none"> <input type="checkbox"/> Status of actions identified during last meeting <input type="checkbox"/> Update on ASG Orientation Meeting <input type="checkbox"/> Overview of Consistent Data Initiative <input type="checkbox"/> Any Other Business
Issues/Risks:	None identified
New Action Items:	<p>Action: Robert Laurence and Mike Bruce presented an update on the encryption issue. The discussion led to an agreement that a better understanding and more detail was needed on the legal requirements for confidentiality, options available, advantages/disadvantages and costs. Mike Bruce to prepare presentation, expected January 17, 2002.</p> <p>Action: Paul Stonner will seek GM guidance on who needs to own/maintain enterprise-wide Common User Data. The GMs will need additional information before a consensus can be reached.</p>
Outstanding Action Items (from previous meetings):	<p>Action from mtg 3: Karen Anderson will add imaging, ERM, DMCS (Common Servicing MCS), and eSignature to the table of contents of the IT Blueprint.</p> <p>Action from mtg 3: Bill Bush will send out links on the SFA Net to the Technology Infrastructure Blueprint and Technology Policy Guide.</p>
Decisions:	None
Next Meeting:	Thursday January 10, 2002

Meeting Discussion Items:

- Status of actions identified during last meeting.

See the actions and outstanding actions above.

- Encryption Discussion: Robert Laurence and Mike Bruce provided an update on the current status of encryption standards:
 - There are privacy data laws that must be observed. There are also commercial data confidentiality concerns that may be desirable to address but not legally necessary.
 - AWG wishes to agree enterprise wide standards for cases in which security of data is required. Options and standards will vary by the level of security required. For minimal security needs a certain technology solution may be applicable. For maximum security needs, a different security solution standard will be specified.
 - The change of data flow from private lines to the internet creates a need to be very careful about protecting data (both legal and desirable).
 - Individual privacy rules will probably not vary by channel. There may be need for a higher level of security in specific cases, e.g. in dealing with financial institutions.
 - AWG should establish security of data standards. The required security protection review of a project just prior to entering production is an excellent vehicle to evaluate when standards may be becoming outdated.
 - Currently, based on discretionary choices between federal mandates and technical options, individual business units can choose the level of risk they are willing to accept.
 - Andy Boots needs to be invited for the encryption discussions.
 - Robert Laurence and Mike Bruce will be identifying ASG representatives for the encryption project.
- Update on ASG Orientation Meeting.
 - Kickoff meeting occurred on Dec 18, 2001.
 - ASG will not meet on a regular basis.
 - ASG a pool of deep technical resources.
 - Project sponsors help to identify ASG representatives for their project.
- Overview of Consistent Data Initiative.
 - Need to understand data flows across the SFA system.
 - Major areas of interest include:
 - Who uses the data;
 - Who owns the data;
 - How to create a single data entry and update point.
 - Over time, the redundant maintenance and use of data has been decreasing, and is expected to continue to decrease.
 - Eventually will publish a data dictionary with a set of standards.
 - Developing a roadmap of how to achieve better data consistency.
 - The handouts were explained. In general the major display chart showed major data held by a system and major data needed or shared with other systems.

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- There are different approaches to maintaining consistency of data between different systems. Particular data may be owned by different systems as it ages from “current” to “archived” data.
 - Some systems would appear to be housing “non-system of record” data but in fact become the “system of record” as the data ages (e.g. “799” data for financial services).
- Any Other Business.
- None.