Delaware Cyber Security Advisory Council

State of Delaware
Delaware Cyber Security Advisory Council
Meeting Minutes
March 29, 2017

Cyber Security Advisory Council Attendees

Name	Organization	Attendance	Designee in Attendance
Joshua Brechbuehl	IT Manager City of Newark	Present	
Jason Christman	Lt. Colonel Delaware National Guard	Excused	Trevor Fulmer
James Collins	State CIO DE Dept. of Technology & Information	Present	
Richard Gowen	Network Security Principal Engineer Verizon	Present	
Mike Maksymow	CIO Beebe Healthcare	Excused	
Daniel Meadows	Major Delaware State Police	Present	
Doug Myers	CIO Exelon Holdings	Present	
Bruce Patrick	VP & General Manager Tidewater Utilities	Present	
Marwan Rasamny	Department Chair Delaware State University	Present	
Diane Rogerson	Technology Managing Director JP Morgan Chase	Present	
A.J. Schall	Director, Delaware Emergency Management Agency (DEMA)	Excused	Renee Hupp
Elayne Starkey	Chief Security Officer DE Dept. of Technology & Information	Present	

Attendance
In addition to the Council members above, staff in attendance from the Department of Technology and Information (DTI) were Kathy Stott, Lori Gorman, Sandra Alexander and Claudette Martin-Wus. Others in attendance were Lisa Morris from the State Dept. of Justice, Johann Lopez from Citibank, Daniel Eliot from the University of Delaware and Leigh Feldman, Managing Director from Citibank .

I. **Call to Order**
The Governor's Delaware Cyber Security Advisory Council (DCSAC) meeting was called to order at approximately 9:03 AM on March 29, 2017 by DTI's Chief Information Officer James Collins.

II. **Welcome and Introductions**
James Collins welcomed everyone in attendance.

III. Review and Approval of Last Meeting's Minutes

James Collins opened the floor to approve the minutes from the January 25, 2017 meeting. Marwan Rasamny made the motion to accept the minutes and Trevor Fulmer seconded. The motion to approve carried unanimously.

IV. Industry Privacy Briefing

Leigh Feldman, Managing Director Head of Privacy and Information Compliance; Global Chief Privacy Officer for Citigroup gave a presentation to the Council regarding:

- Information lifecycle, with respect to collection, use/maintenance, sharing and disposition of information.
- Privacy and security have different visibility, with privacy generally concerned with Compliance, Risk or Legal and Information Security generally focused on Technology and its risks.
- Privacy is about the fair, ethical and lawful collection, use and sharing of information and information security is about how to protect and secure information through the information lifecycle.
- Hot topics, including transparency, big data, cloud, digital marketing, the Internet of Things (IoT) and data breach notice.
- Several Council members stated they have both a CPO and a CSO, with the CPO reporting up through legal.

V. Small Business Development Center (SBDC) Updates

Daniel Eliot is Manager of Technology Business Development and Program Manager of DatAssured, Small Business Development Center at the University of Delaware. A presentation was given to the Council on the following topics:

- Delaware SBDC (DSBDC) is one of two SBDCs (other one being Michigan SBDC) nationally who have been invited to take part in the National Cyber Security Alliance Small to Medium Business (SMB) monthly working group. The Delaware Small Business Cyber Security workbook has been submitted for consideration for adoption in a national education & outreach program.
- DSBDC designed and deployed a pilot program with UD's Cyber Security Initiative to give local small businesses a free vulnerability assessment. These assessments are often too costly for small businesses. Led by Dr. Andy Novocin, a group of students worked with the faculty member and the small business to evaluate and assess vulnerabilities in the company's IT infrastructure. The assessment results in a report submitted to participating small businesses. The team provides assistance with remedying some of the vulnerabilities, if these small businesses do not have an IT section or contracted service. Alternatively, small business are provided referral lists for local cyber/IT experts. The next pilot project is scheduled to take place in May, to assist another for-profit small business and a local not-for-profit.
- Partnerships with JPMC and the World Trade Center are in progress to host an event focused on cyber security and international travel. Other efforts include partnerships with Apple to host an event at the Christiana Apple Store to teach small businesses about the different security settings on their Apple devices.
- Currently, the SBA grant has expired and the DatAssured program is in jeopardy. The council discussed opportunities for funding to sustain education and outreach to the small business community. Approximate need is $15k per year.

VI.   DCSAC Cyber Security Exercise Review

Lori Gorman reviewed the After Action Report and findings from the DCSAC tabletop exercise held at the January 25th, 2017 Council meeting. One of the most important takeaways from the exercise is knowing who to call during an incident. A discussion ensued about the need for a playbook or Incident Response Plan. Mr. Collins tasked the Exercise Subcommittee to create a generic playbook for review by the Council.

VII.   Council Chair Updates
   a. National Governor's Association (NGA) Summit – The final summit will be held in Virginia in June.
   b. Cyber Trends – CSO Elayne Starkey updated the Council on upcoming training events:
      • FEMA is sponsoring their National Exercise Program (NEP) for 2017-2018 Cycle. The principle objectives are as follows:
         a. Intelligence and Information Sharing
         b. Non-Stafford Act Incidents
         c. Complex Terrorist Attacks
         d. Cybersecurity
         e. Recovery Coordination
         f. Infectious Disease and Biological Incidents
         g. Catastrophic Incidents

      For more information, please visit the [FEMA website](#).

      • The Delaware Emergency Management Agency (DEMA) is also offering the following training:
         1. Cybersecurity & Incident Response: Knowing Yourself and Knowing the Enemy Training, DE State Fire School - - May 4, 2017
         2. Essentials Of Community Cybersecurity - June 6, 2017
         3. Community Preparedness for Cyber Incidents – June 6-7, 2017

   CSO Elayne Starkey also covered the March Department of Labor breach, which occurred as a result of a software configuration error by the contracted vendor America's Job Link. The breach impacted 236,000 Delaware residents and 4.6 million total in 9 other states. Of note, the vendor did agree to the Delaware Terms and Conditions, which provides the legal and financial coverage necessary during a breach such as this, including credit monitoring for 3 years.

   c. Future of DCSAC – CIO Collins has taken the Council's concerns to the Governor's Office. He thanked the council for their patience.

VIII.   Old Business

Subcommittee Meetings and Schedules – Based on the survey, the only subcommittee that is meeting quorum is the Cyber Security Exercises Across Industries. The following subcommittees have not met quorum since last year:
   1. Improved and Integrated Cyber Awareness Training for Delaware Residents
   2. Best Practices/SCADA
Elayne Starkey made a motion to combine the Awareness and Best Practices subcommittees. Daniel Meadows seconded. The motion to approve carried unanimously.

IX. New Business
Healthcare Industry Cyber Exercises are scheduled throughout 2017. It was suggested to connect the Council and Exercise Subcommittee with the Healthcare Preparedness group to leverage resources, efforts, and goals. Claudette Martin-Wus is working to get on the June Healthcare Preparedness agenda to discuss DCSAC efforts and propose integrating DCSAC exercise efforts.

Trevor Fulmer informed the council that a planning team is being put together for the April 2018 Cyber Guard. He will check if the Council members can attend.

X. Public Comment
There was no public comment.

XI. Adjournment
James Collins opened the floor for any other business. With no further business Daniel Meadows made the motion to adjourn, Elayne Starkey seconded the motion. With no opposition, the motion was carried unanimously. The meeting was adjourned at approximately 10:55 AM

Respectfully submitted,
Kathy Stott