

Commonwealth Information Security Council Charter

September 30, 2022

1. Purpose

The Commonwealth Information Security Council recommends strategic direction on commonwealth information security and privacy-related initiatives.

The purpose of the council is to increase, through education, the understanding of key business processes of state agencies; to obtain consensus and support for enterprise-wide security initiatives; to identify key areas for process improvement; and to coordinate agency business processes with VITA (directorate) processes.

2. Council Objectives

The core objectives of the Commonwealth Information Security Council are:

- To foster the adoption of consistent and complete information security policies, standards and procedures to protect commonwealth-wide information resources.
- To encourage efficient allocation of information security resources.
- To respond to changes in the environment which call for corresponding changes in the commonwealth information security infrastructure.
- To serve as agency sponsors of the commonwealth information security program, providing both credibility and visibility.
- To recommend and sponsor information security awareness, communication and education programs to develop an information security conscious culture across the commonwealth.
- To provide a forum to discuss, assess and propose pending legislation, regulation and/or requirements that have the potential to impact the commonwealth or individual agency information security practices, thereby enabling the commonwealth to take proactive steps to address such mandates.

3. Membership

There are 12 *voting* council member positions available. Members must be an agency ISO or part of their agency's IT security team. Council positions are limited to one member per agency with nine of the twelve council positions being occupied by agency ISOs. *Nominees commit to a minimum 18 month council term. Nomination process for new members will take place during council meetings, however, council may decide a dedicated closed meeting be held to perform voting. Only Council members can vote.*

All council meetings are generally open to anyone interested in attending with the exception of vendors who are not representing the specific interest of an agency, however, the Council may elect to hold certain meetings of a sensitive nature closed to outsiders.

4. Commitment

The Information Security Council will meet bi-monthly. Additional meetings may be required to meet requested deadlines or to discuss urgent topics. In addition, Council committees will meet independently at least once per month. Members will be required to attend at least 50 % of the meetings each year.

5. Sponsorship

The Commonwealth Information Security Council is sponsored by VITA's Commonwealth Security and Risk Management Directorate.