

## Board of Directors Planning Meeting

September 13, 2018 12:00pm

Dial in:          Participant

**Meeting Facilitator:** Grace Roth

**Board Members:**

**Committee Chairs**

Name	Title	Attended the Meeting		Name	Title	Attended the Meeting
Grace Roth	President	x		Ana Rodgers	Marketing	
Nicholas Chugani	Vice President	x		Jared Knisley	Webmaster	x
Dan Ruggles	Past President	x		Juan Vargas	CVENT and Email	
Kami Murphy	Membership	x		Sophia Czaus	Social Media	
Jose Hernandez	Treasury	x		Johan Lidros	CISA/CISM	
Jon Bebeau	Secretary	x		Grace Roth	CRISC	x
Deep Patel	Sponsorship			Ric Daza	Social Media – Facebook	x
Mia Plachkinova	Student Affairs	x				
Brian Isserman	Events	x				

**Purpose of Meeting:** Discuss Board’s operating activities

- Call to order. Motion made by Grace Roth and seconded by: [Second by Ric at 12:05 pm.](#)

## Board of Directors Planning Meeting

---

- Approval of minutes from last meeting. Motion made by Grace Roth and seconded by: [Second Dan, approved without decent.](#)
  - Miscellaneous
    - CSX—New! CSX Cybersecurity Certificates [Discussion about resurrecting certs, continuing to invest in CSX.](#) Joes indicated it is on hold, no one in the position currently. [Discussions about \(1\) what do certs cover, \(2\) what can the chapter do about training, \(3\) we \(the Chapter\) would need international to provide training, \(4\) what is the demand and \(5\) what's the demand in the industry? Possible direction: Wait and see if there is any interest from International. We would need a CSX champion. General question: Is anyone certified in chapter to act as champion.](#)
    - [Defer any action, wait for a demand, revisit at a future time. Ask at international. Bring up this topic, ask about demand and their \(international's\) marketing.](#)
    - [Tabled for now.](#)
    - [Beware of Spear Phishing Emails—several chapter leaders have received a spear phishing emails designed to look like it came from a fellow chapter leader or even ISACA CEO Matt Loeb.](#)
    - [Heads up about Phishing attacks to leaders. Email to VP \(Presidents mailbox\). Dan and Grace both got email attempts. Very targeted, specific dates, well honed.](#)
  - Audit of Chapter
    - [Completed 8/13 and Chapter compliance is in Current Status](#)
    - [Completed. The Chapter is in compliance as of 8/12/2018.](#)
  - Certification Courses - Mia Plachkinova
-

## Board of Directors Planning Meeting

---

- Krinn Tech High School – has a new Cyber Security program looking to deciding which organizations they can join. Also would like to attend local events.
  - Mia – contacted USF, asked for specifics, parking, schedule. South. A local high school interested. Highschool students are typically under 18. There are some concerns about age. Chapter should check with Insurance to ensure ISACA (liability) might not be covered. The interest comes from Pasco, New Port Richie (north).
  - Suggestion to suggest they could (perhaps) start a chapter. It's unclear if students would meet the experience requirements to sit for the certification exam. It's likely, due to age and lack of professional experience, a high schooler required experience. It's likely students could take boot camps, no age restriction to take test, but can't get certs.
  - [chapters@isaca.org](mailto:chapters@isaca.org) – Mia will send RFI (Request for information) to see if National has any insight or suggestions into high school aged members. The cost to HS (new) members? Site says \$25 for fees, Dan – Contact Cassie for the details on costs (Mia to follow up).
  - ISACA Website – Dan
    - West FL Chapter website redesign - Budget is \$2000. We may need artwork and it will take approximately 2 months to complete
    - Dan – (has the floor) 1) do nothing, keep what we have, we must post training on web site. We're up to date. Restricted on what you can do on hosted ISACA website. Payments processing is limited - Only allows one amount. Limits on changes, the layout. Put URL in minutes. Budget for 4K, bits for Wordpress for 1,500 to 1,600. Dan's suggestion is to follow the design of the DC Metro site. Allows companies to post jobs directly, after editing. Our current site is, Non-dynamic, not HTML5 friendly, a 10-years old site and running on non-supported systems. At one point in time, our site won awards, yet being built in 1990, is shows it's age.
    - Dan is talking to Washington DC site, looking for the cost, likely high. Perhaps a 2 months development cycle, site will allow multiple publishers, add dynamic rendering. Accessible – hosted somewhere reliable.
    - Concern about website defaced. Look for someone that support WordPress. The estimate for hosting is \$300/yr.
-

## Board of Directors Planning Meeting

---

- Expecting quotes for redevelopment in the range of \$2,100-\$2,500. Prefer DC site look. Dan will negotiate with potential vendors. May take 2-3 months.
  - Grace Proposal – Move forward with development. Delegate to Dan, \$4K budget, authorize Dan to engage and redevelop and rehost. Agreement without decent to authorize Dan to negotiate for the website redevelopment and enter to an agreement to the vendor of Dan's choice and to enter into agreement for Website Hosting, without further BoD discussion.
  - Sponsorship Update – Deep Patel
    - Sponsorship package
    - Deep – Waiting for final documents, notified last year sponsors to expect new package. Allison is drafting doc.
    - Recap – team working on sponsorship package. Model after ISACA sponsorship level, Diamond, Gold... Sapphire, sponsors can donate to a level. A mockup version of the package is available. Media group to polish and update the sponsorship package. Submitted to production company, waiting for reply. An estimate of \$275.
    - Want to make it easy for businesses to provide credit card for payment. See CVENT package for example.
  - Events Update –
    - Nicholas Chugani and Brian Isserman –
      - Security Event – Speakers, venue, catering etc.
      - Bryan – Update. Focuses on Security Seminar Friday Oct 19, on Mahaffey Theater. Draft out this week, sending next week. Room for 160 people to sign up. Breakfast and Lunch and drinks. Need 4-6 weeks advertising. Need speakers finalized. Need speaker Bios and agents to go up on CVENT. Dan has a Word document that could be used for template. Bryan has the template in google docs.
-

## Board of Directors Planning Meeting

---

- We need to secure confirmation from speakers and panels. Working to lock in commitments by need of next week. Planning for a one hour round table. For CISO panel on stage, answering questions, time slot 9:40-1:40 right before lunch. See link in work document. See security event schedule 2018.xlsx on google docs.
- Kami Murphy –
  - Networking Social – Event turnout
  - Holiday Party - Yacht StarShip venue and cost
  - Florida Cyber Conference 2018 - Oct 10-11 – Exhibitor booth
  - Kami – First networking session, all 60 signed up, about 20-25 no show. Did have 10-15 that didn't register. Good networking, lots stayed till end. Disappointing, to have no-shows. Ideas to reduce no-shows.
  - Next social in spring, Kami will work with counterparts to create a larger event.
  - Party on Tuesday Dec 11. Our own cruise ship, all to ourselves, opened to 60 people, can extend to 80. \$4500 for 60, + \$1000 for the 80. Buffett, dining downstairs, DJ upstairs. Typical is \$5 fee to members, we may want to charge \$15-\$20/person to cover the overhead. Would like to start buzz around the community, include items about the menu, the cruise ship. On Tuesday, cost is a bit more.
  - How long? 3-hour tour. Check in time, no delays – ship will leave. Happy hour, open early, allow folks to travel, then leave later. We set the ship departed time.
  - We have ability to issue press releases on pr.com, advertise on twitter and FB, trying to get people committed.

## Board of Directors Planning Meeting

---

- Florida cyber conference, Oct 10-11, \$1000 2 days during the week. Is this something we want to do to get more members? Maybe the \$500 option for academic, need 2 people for 2 days. Dan – we don't get members that way. Mia UT was at last year's, worth the time – maybe at \$500. Mia can't be at both places at event (UT and ours). Grace – check price, at \$500 – OK or perhaps it's better to defer until next year.
- Meeting Close
- Grace motions to close the meeting. Motion is seconded by Kami at 1:01pm. Meeting adjourned.

### Events Planning Schedule of Events 2018 – 2019

\*Need to pay attention to holidays and possible conflicts with other groups:

- BSIDES 2019 - 2019 is scheduled for February 2 at the Embassy Suites – USF
- Florida Cyber Conference 2018 Wed, Oct 10, 3:30pm
- OWASP Tampa Day 2018 Fri, Sep 21, 8:00am
- RSA conference - Monday March 4 – Friday March 8, 2019

Title	Start Date	Duration	Notes	Email Reminder Frequency
2018-2019 CPE Survey	Monday, July 31, 2018	Ends Sept 14 2018		On 7/31/2018 at 7:00 AM ET (Every 7 Days) to Undecided Invitees. *Survey launched on 8/1/18
2018-19 Chapter Sponsorship Program-ISACA West Florida	Monday, September 3, 2018	N/A		
2018 GRC Event Sponsorship Program-ISACA West Florida	Monday, September 3, 2018	N/A		
CRISC Review Course-Winter 2018	Saturday, October 20 - 21, 2018	2 days		Johan to confirm with South University

## Board of Directors Planning Meeting

CISM Review Course-Winter 2018	Saturday, October 20 - 21, 2018	2 days		
CISA Review Course-Winter 2018	Friday, November 2 - 4, 2018	3 days		
ISACA Certification Review Courses - Winter 2018	Saturday, October 6, 2018	N/A		Manually send every Friday until 10/6/2018
ISACA Networking Social	Thursday, September 6, 2018	3 hour event		On 8/2/2018 at 7:00 AM ET (Every 7 Days) to Undecided Invitees Location; Coopers Hawk
Security Seminar	Friday, October 19, 2018	1 day		Options: Mahaffey Theater
Assurance	Friday, February 8, 2019	1 day		Options: Station House, Tampa Bay History Center
2018 ISACA Holiday Party	Thursday, December 13, 2018	3 hour event		
IIA Hosted Fraud and Security Seminar	Thursday, December 6, 2018	1 day		Thursday, December 6 <sup>th</sup> at The Florida Aquarium.
Networking Event	Thursday, March 7, 2019	3 hour event		March madness basketball may be an issue on the 15 <sup>th</sup> .
Tampa Bay Governance, Risk and Compliance (GRC) Conference	Friday, April 5, 2019	1 day		



## Board of Directors Planning Meeting

Call for Board Members and Volunteers: 2018-2019 Fiscal Year	Monday, April 29, 2019	N/A		weekly
CRISC Review Course-Spring 2018	Saturday, May 18 - 19, 2019	2 days		Mia will check into USF
CISM Review Course-Spring 2018	Saturday, April 27 – 28, 2019	2 days		
CISA Review Course-Spring 2018	Friday, May 17 - 19, 2019	3 days		
ISACA Certification Review Courses - Spring 2019	Tuesday, May 1, 2019	N/A		Issue reminder every other week and consolidates all 3 courses
2019-2020 Elections	Friday, June 7, 2019	N/A		weekly
2019 ISACA Annual General Meeting	Thursday, June 20, 2019	3 hour event		