

OFFICE OF THE ILLINOIS ATTORNEY GENERAL

Procurement Policy Compliance and Monitoring Board

PPCMB Special Board Meeting Minutes

Wednesday, May 29, 2024

**** Began Recording****

Karla Schreiber, Chairperson, called the meeting to order at 10:04 am., and made a prefatory statement that the regularly scheduled meeting was being conducted pursuant to the PPCMB's Remote Attendance Policy, as posted on the website of the Office of the Attorney General.

Roll Call

Board Members Springfield:

Tad Huskey- absent
Lisa Kaigh – Present via Springfield office
Pam Blackorby – present via phone

Board Members Chicago:

Karla Schreiber – Present via phone
Matt Rogina- Present via phone

Non-Board Members Chicago:

Kathy Tedesco- Present in Chicago Office
Eileen Baumstark-Pratt- Present in Chicago Office

A quorum of the PPCMB was in attendance.

Review of Special meeting minutes from May 21, 2024

Karla Schreiber asked the Board if there were any comments, questions or concerns regarding the draft minutes of the special meeting, held on May 21, 2024. No comments, questions or concerns were received from the Board. Karla Schreiber asked that the minutes of this meeting be approved as presented. Pam Blackorby so moved and Matt Rogina seconded the motion. A roll call vote of the Board members was taken, and “yes” votes were received from Karla Schreiber, Matt Rogina, Pam Blackorby and Lisa Kaigh. The motion to approve the minutes passed unanimously.

Old Business

There was no Old Business to come before the Board.

New Business

Agenda item 1: FY25 Cellebrite Renewal

Eileen Baumstark-Pratt, PO stated that The Internet Crimes Against Children Bureau has submitted a request to renew and increase our mobile extraction capabilities using Cellebrite.

We will upgrade ten (10) of our existing licenses to Cellebrite Inseyets Online Pro. We will purchase seven (7) Inseyets kits. We will purchase Inseyets Online Limited Unlocks subscription of one-hundred fifty (150) unlocks.

These packages will provide access to mobile devices and a wide variety of add-on functionality, wherein investigators are able to work smarter and faster with automated processes. These Cellebrite services will be utilized in the Forensic Labs.

We will be purchasing Cellebrite Inseyets Online Pro, Inseyets kits and Inseyets Online Limited Unlocks subscription services through the Carahsoft-NASPO Cloud contract AR2472. The term of this renewal will be 7/1/2024 through 6/30/2025.

We will execute a purchase order with Carahsoft for \$126,819.00.

Karla Schreiber asked if there were any comments or questions regarding the documentation for this purchase. No comments or questions were received from the Board.

Agenda item 2: FY24 Charitable Software

Eileen Baumstark-Pratt, PO stated that the Chief Technology Officer and the Bureau Chief of Charitable Trust are requesting to purchase Valance by Dorger Software Architects (DSA). DSA has over forty years' experience of implementing, licensing and Case Management for state and local government regulatory agencies. This software will be used to provide online services for Charitable organizations required to register with the office.

The DSA Valance system provides a configurable, workflow-based approach for tracking requirements, enforcement, online filings, and document management. This system will help simplify the charitable filing process. DSA will also allow registrants to stay informed with the process and receive notifications from Valance regarding their registration.

Office Services will purchase DSA through the NASPO Cloud Solutions Contract #AR2488. The annual license subscription is \$209,060.39, the custom configuration and development cost will be \$674,150.40. The total cost for DSA will be \$883,210.79.

Karla Schreiber asked if there were any comments or questions regarding the documentation for this purchase. No comments or questions were received from the Board.

Agenda item 3: FY24 Consumer Software SHI

Eileen Baumstark-Pratt, PO stated that the Chief Technology Officer is requesting to purchase Valance by Dorger Software Architects (DSA). This software will be used to provide online services for consumer data breach filings, provides a configurable, workflow-based approach for tracking requirements, enforcement, online filings, and document management. This system will help simplify the charitable filing process. DSA will also allow registrants to stay informed with the process and receive notifications from Valance regarding their registration.

Valance by Dorger Software Architects will host, customize, and manage the Software-as-a-Service. (SaaS) solution and implement the new online filing management and reporting system for consumer data breach filings to include maintenance and support.

Office Services will purchase DSA through the NASPO Cloud Solutions Contract #AR2488. The annual license subscription is \$57,884.31, the custom configuration and development cost will be \$95,040.00. The total cost for DSA will be \$152,924.31.

This will be an FY24 purchase with a term of June 15, 2024 through June 15, 2025.

Karla Schreiber asked if there were any comments or questions regarding the documentation for this purchase. No comments or questions were received from the Board.

Agenda item 4: FY24 Know Be4 Software Renewal

Eileen Baumstark-Pratt, PO stated that the Chief Information Security Officer (CISO) has submitted a request to renew KNOWBe4 subscription, which is essential for maintaining and enhancing our organization's security awareness and compliance training programs. The platform's advanced features provide us with the tools to deliver engaging, effective, and comprehensive employee training. By leveraging these capabilities, we can significantly improve our security posture, ensure compliance with regulatory requirements, and foster a culture of security awareness within the Office of the Illinois Attorney General

KNOWBE4 software is available through the Sourcewell – Technology Master Contract (081419-SHI) through the reseller SHI.

Office Services will execute a purchase order for the KNOWBE4 subscription for a cost of \$114,746.22. The term of this renewal is 6/25/24 through 6/24/2027.

Karla Schreiber asked if there were any comments or questions regarding the documentation for this purchase. No comments or questions were received from the Board.

Agenda item 5: FY25 Office Supplies

Eileen Baumstark-Pratt, PO stated that Office Services is seeking to secure funding for the purchase of general office supplies statewide.

Office Services prepared an IFB Posting and placed it on the Illinois Bid Buy Illinois Procurement Bulletin to seek cost information for our core supply needs. Our posting included a spreadsheet detailing the core supply products we routinely stock and the anticipated quantities needed for each item listed. Five responses were received. We conducted a review to determine which vendor source is less expensive for each respective item posted.

Office Services will enter contracts with Runco for \$314,000.00 and Garvey's for an amount of \$108,000.00.

Karla Schreiber asked if there were any comments or questions regarding the documentation for this purchase. No comments or questions were received from the Board.

Public Comments

Karla Schreiber asked if any members of the public were present at the telephonic meeting and wished to make a public comment. No public comments were received.

Karla Schreiber called for a motion to adjourn the meeting. Pam Blackorby so moved and Matt Rogina seconded the motion. A roll call vote of the Board members was taken, and "yes" votes were received from Karla Schreiber, Lisa Kaigh, Pam Blackorby and Matt Rogina. The motion to adjourn passed unanimously.

The meeting adjourned at 10:19 am

*Recording ended**