

Cybersecurity Education Management Council (CEMC) Meeting

April 13, 2021

10:00 AM

The CEMC met on Tuesday, April 13, 2021, by Virtual Zoom.

Council Members/Representatives Present

Rick Bateman
William (Bill) Bradley
Les Guice
Luke Purdy
Susana Schowen
Greg Trahan
Tavares Walker
Daphne Williams

Council Members Not Present

Gabriel Fagbeyiro
Commissioner Kim Hunter Reed
Brian Landry

Staff Members Present

Randall Brumfield
James Kuhn
Jennifer Stevens

Guests

David Lafargue

Welcome, Roll Call, and Updates

Dr. Randall Brumfield called the meeting to order at 10:05 am, did roll call, and determined that there was a quorum. Mr. Trahan welcomed everyone to the 2nd Quarterly CEMC meeting, provided information for public commenting and live viewing, and provided an overview of the agenda.

There was a motion from Mr. Bradley to approve the January meeting minutes and a second from Ms. Schowen. With there being no opposition, the amended minutes were approved.

Dr. Brumfield provided a staff update and comments noting that Dr. David Lafargue has moved from Regents to Southwest Louisiana Community College as the Executive Director for Workforce Initiatives. He thanked Dr. Lafargue for the work he has done for both the LaSTEM Advisory Council and the CEMC. In addition, he stated he would serve as the Program Administrator in the interim. Dr. Lafargue noted his thanks and the accomplishments of the Council and Senator Abraham.

Council Discussions

Mr. Trahan provided an overview of the RFA timeline and the review process. He stated intentions for the review process were to be user-friendly. However, due to a tight timeline, council members would have five (5) days to review the applications received. The 2021 RFA Timeline is as follows:

- February 19: RFA Issued
- March 8: Public event/Q&A Webinar
- April 19: Application Submission Deadline
- April 20-25: Council review of applications
- April 25: Scores due by EOD
- April 27: Ad Hoc Meeting to Review Council's Feedback
- April 28: Update Provided to the Board
- May/June: Contracts/Awards Executed

Dr. Lafargue stated the original plan for the timeline was mid-May for most of these items, however after discussion with the Board of Regents finance department, the timeline was moved up. Once the work of the Council is completed, there are contract agreements and negotiations that will need to take place between the

Cybersecurity Education Management Council (CEMC) Meeting

April 13, 2021

10:00 AM

institutions and the Board of Regents. Dr. Brumfield reiterated the abbreviated timeframe and noted the importance of diligence with the review of applications and process.

Next, Mr. Trahan shared the scoring rubric as stated in the RFA, which was broken down into seven (7) categories and weighted according to intent of the legislation. Further, he provided an overview of the scoring process and noted all scores would remain anonymous. Ms. Stevens then shared the scoring rubric form with the Council.

Mr. Trahan mentioned the possibility of two (2) applications receiving a tie and asked if there was an established operating procedure in the Board of Regents for this situation. Dr. Lafargue shared the best approach would be to tally the numbers and average, then decide based on the amount of funding requested. Dr. Lafargue also noted that the Council is to make a recommendation to the Board of Regents and the Board will actually allocate the funds. He also noted to gather the data of money spent, along with the job and economic impact for those funded and not funded, to be able to show how the money could have impacted the local economy in order to justify additional funding for the upcoming year.

Dr. Lafargue and Mr. Trahan stated \$1 million was allocated towards the fund for the first year, it is a one-year program with the RFA start date in June, and the RFA highlighted sustainability to lay foundations for the future. Dr. Lafargue also commented that it may be helpful to do a letter of intent two months prior to the RFA for the next year.

Dr. Guice asked if the Q&A Webinar was recorded and if posted to the website? Dr. Lafargue stated the webinar was video recorded and posted to the [CEMC website](#). Mr. Trahan also noted a question that was raised at the webinar asked about potential current, pending, and bio sketches. He stated that because this is a request for applications and not proposals, it is not necessary, but that a bio sketch or some indication of the principal investigator's ability to execute would be worth having. Ms. Schowen added that she has received questions regarding data and she has been referring individuals to the [ISC2](#) for national data.

Dr. Bateman raised the question about reviewing applications when Council members also have applications that are being submitted from their institutions and to ensure transparency/feel comfortable with the process. Mr. Trahan asked for input from others in similar situations. Several added that their intent is to be as fair, transparent, and honest. It was also noted that this is where the anonymous tallying/averaging may account for slight variances and with the number of Council members scoring, it should create a solid average across the board.

Other Business

The Third Quarter CEMC Meeting will be held Wednesday, July 14, 2021 at 10:00am.

Ms. Schowen added the Delta Regional Authority launched a broadband test initiative called [The Delta Broadband Mapping Project](#). Participation from rural areas will be needed to have a good idea of broadband within the area. Dr. Guice noted he would be meeting with Senator Abraham soon and would provide an update. Ms. Stevens added that no public comments were received during the meeting.

With there being no other comments or business, a motion to adjourn was made by Dr. Bateman and a second by Ms. Schowen. With all in agreement, the meeting was adjourned at 10:40 a.m.