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TOWN OF BURLINGTON

Meeting Posting

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Notice of Public Meeting – (As required by G.L. c. 30A, c. §18-25)

DEPT./BOARD: ISSAC Committee Meeting
DATE: 1/11/2021
TIME: 7:00 P.M.
PLACE: WebEx Conference

Present: Steve Morin, David Hughes, Philip Pascale, Ben Axelrod, David Miller, Jose Desousa, Michael Wick, Joseph Bongiorno, Bob Cuhna

Guests:

Shannon LeColst (North Shore Regional Cyber Security Analyst)
Mike Ste. Marie (Program Manager for Commonwealth Wealth)
Amy Warfield (Burlington Town Clerk)

Absent:

Glenn Mills
Nicholas Priest (Selectman Representative)

Posted Agenda:

1. Public Participation
2. Approve meeting minutes from 12/7/2020
3. Report on Action Items
4. Introduction to the Massachusetts Cyber Security Minimum Baseline for Municipalities (Steve)
5. Charter Discussion (Steve)
6. Town of Burlington Social Media Policy Second Reading (Nick)

Minutes:

Public Participation:

No one requested time for public participation.

Minutes Approval:

Minutes Approved from the 12/7/2020 meeting, motion to approve from Phil Pascale, seconded by David Hughes. Minutes passed 8-0-0.

Action Item Report:

1. Nick Priest to identify the four town representatives. (PENDING)
2. Nick Priest to send his original social media policy to the ISAC committee members for review. (PENDING)





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3. Steve Morin to see if the town could provide a recording clerk to keep meeting minutes. (PENDING)
4. Steve Morin to reach out to the Mass House/Senate for recommendations on Cyber Security.
(COMPLETED)

Introduction to the Massachusetts Cyber Security Minimum Baseline for Municipalities:

Shannon introduced the EI-ISAC (Election Infrastructure – Information Sharing Analysis Center) and the MS-ISAC (Multistate – Information Sharing Analysis Center). These are run by the Center for Internet Security that offer free services and information to government entities to assist with securing election infrastructure and information systems. All the services they offer are free. A link to sign-up was provided by Mike Ste. Marie.

Shannon introduced the Cybersecurity & Infrastructure Security Agency (CISA.gov) organization run by DHS providing free services that analyze public endpoints for vulnerabilities and provides reports at no cost. Shannon recommends that we look at the CISA Cyber Essentials Guide for developing an actionable plan for implementing organizational cybersecurity practices.

Shannon recommended performing a 3rd party external dependency assessment to identify where the town contracts with 3rd party providers to identify security vulnerabilities or risks associated with those dependencies.

The Mass CyberCenter is a resource that is run by the state of Massachusetts with the vision to strengthen the resiliency of municipal information system security. The CyberCenter developed a worksheet that helps to establish where a town is in terms of protecting its information systems assets with the goal of identifying actions that we may need to take to strengthen information systems security further.

There is a grant available from the federal government to migrate to a .gov domain at no cost. One benefit for migrating would free additional services for email security, such as DMARC to prevent email spoofing.

The state can also help us to analyze our CIS controls by having discussions with the town's information staff and identify potential improvements or remedies to improve the overall CIS processes and controls.

The committee discussed the basics of the cyber baseline excel worksheet with Shannon and Michael and decided to discuss this further under executive session.

Charter Discussion:

No action.

Town of Burlington Social Media Policy Second Reading:

No action taken.

