**NICE Working Group**

**Meeting Minutes**

**Wednesday, January 27, 2016 • 3:30 PM EST**

1. **Roll Call, Introduction, and Ground Rules** 
   * Danielle Santos, NICE Program Manager, introduced herself and welcomed members to the meeting.
   * Due to the large number of meeting participants, members were requested to send an email to nice.nist@nist.gov to report their attendance.
2. **NICE Program Office Updates** 
   * Rodney Petersen, NICE Program Director, provided the following updates on the NICE Program:
     + The NICE Strategic Plan, a collaborative effort between government, academia, and industry will be finalized soon.
     + A few values from the NICE Strategic Plan were highlighted as well as illustrations of how those values will be reinforced as part of the NICEWG meeting agendas. 1) Seek evidence. The Fun Facts component of the NICEWG monthly meetings will feature data to keep us focused on the importance of data driven decision-making; 2) Embrace Change and Challenge Assumptions. The Report Roundup component will help us expand our thinking; 3) Communication, Collaboration, and Share Resources. The Events Engagement provides opportunities to exercise this value; 4) Measure Results. The Metric Moment will keep us focused on the importance of defining success in advance of initiatives; and 5) Model Inclusions. A primary purpose of NICE is to have participation from all regions in the United States, be inclusive of diverse populations including women, minorities and veterans, address the needs of employers as well as job seekers, and encompass the variety of work roles and specialty areas that comprise the cybersecurity workforce.
     + The goals of NICE are to 1) Accelerate Learning and Skills Development to rapidly increase the supply of cybersecurity professionals. 2)Nurture a Diverse Learning Community to strengthen education and training and 3) Guide Career Development and Workforce Planning which addresses employers’ retention of talent.
   * Rodney continued by encouraging NICEWG members to contribute and invest in shaping NICEWG strategies. He invited members to subscribe to the NICE email list via the NICE website and to look for information coming soon on the NICE e-newsletter, NICE monthly webinar series and the NICE Conference including the call for proposals.
3. **Opening Remarks**
   * Rodney introduced Andre Thornton, the NICEWG Industry Co-Chair, to provide opening remarks. Andre is an Engineering and Business Leader at Lockheed Martin and is responsible for their Tech and STEM outreach.
   * Andre urged members to look at the human perspective of cybersecurity. He stated that the NICEWG is a unique and resourceful opportunity to collect diversity in thought within academia, industry and government. Andre provided a call to action for members to listen, connect and take action.
4. **Standing Items** 
   * **Fun Facts – creating a culture of evidence**   
     Celia Paulsen, NICE Coordinator of Industry Engagement, provided an overview of the ApprenticeshipUSA program, a 75 year old initiative in which businesses and states can register an apprenticeship program with the the U.S. Department of Labor (DOL). There are over 1,000 different occupations including manufacturing, health and IT that have apprenticeship programs. DOL is focused on collecting and reporting metrics including the number of active apprentices that are in each registered program. She mentioned that the DOL estimates that individuals who complete an apprenticeship program receive $300,000 more over a lifetime than those that do not. For more data information, including which states are more active, visit: https://doleta.gov/oa/data\_statistics.cfm
   * **Report Roundup – learning from good ideas**  
     Davina Pruitt-Mentle, NICE Coordinator of Academic Engagement, provided an overview of the Commonwealth of Virginia Cyber Security Commission Report released in August 2015 which provided an Education Workforce recommendation to increase the number of CAE certified institutions and graduates from these institutions. She mentioned that the governor has proposed in his new budget $350k-$1 million of funding for community colleges and $1 million for 4 year colleges to become CAE certified. Funding could also be available for student outreach initiatives and outreach to veterans. Visit https://cyberva.virginia.gov/media/4396/cyber-commission-report-final.pdf for more information.
   * **Event Engagement – highlights from recent events and upcoming events**   
     Danielle Santos, NICE Program Manager, provided information on the NICE Conference and Expo to be held on November 1-2, 2016 in Kansas City, MO. The conference will feature cybersecurity thought leaders from industry, government, academia and non-profit organizations. More information can be found at www.fbcinc.com/nice. Members can have events highlighted by emailing nice.nist@nist.gov.
   * **Strategy Stories – new developments that align to NICE Strategy**  
     Rodney Petersen, NICE Program Director, provided an overview of the *Cybersecurity Workforce Development Toolkit* developed by the U.S. Department of Homeland Security that is organized along the building blocks of Prepare, Plan, Build, and Advance. The toolkit also includes a download to a *Cybersecurity Capability Maturity Model* and *The Cybersecurity Workforce Planning Diagnostic.* The toolkit can be found at https://niccs.us-cert.gov/home/cybersecurity-workforce-development-toolkit. He also described *The HR Professionals Guide to a Cyber-Secure Workforce* released by the Center for Internet Security. The Guide provides employers with helpful information and checklists for integrating the NICE Framework to cybersecurity jobs. The guide can be found at <http://www.cisecurity.org/workforce/workplace/>. Rodney mentioned that the report correlates with NICE objective 3.4 to promote tools that assist human resource professionals and hiring managers with recruitment, hiring, development, and retention of cybersecurity professionals.
   * **Metric Moment – what gets measured gets done**  
     Bill Newhouse, NICE Coordinator of Government Engagement, provided an overview of the *Measures Needed to Assess Agency’s Promotion of Cybersecurity Framework* Report released by the Government Accountability Office (GAO) in December 2015. GAO reports to Congress on government cybersecurity initiatives and other topics. An executive order was issued that directed NIST to develop a framework for risk managers to use. DHS assumed some responsibility for outreach on the NIST Framework as part of its C3 Voluntary Program. The overarching recommendation of the report is for programs to show metrics to understand progress. Bill encouraged NICEWG members to consider being the expert that asks “how are we are going to measure that?” for any projects the group undertakes. For more information on the GAO report visit http://www.gao.gov/assets/680/674300.pdf.
5. **Subgroup Updates** 
   * **K-12 Subgroup -** Carlos Garcia, co-chair, started by stating the K-12 Conference held last year was successful and that plans are underway for the 2016 conference. The group is currently mapping the framework to k-12 curriculum and also researching and promoting programs that are available. Pat Mikos, co-chair, shared that the group is looking to align with the national computer science framework for pre-k-12. Virginia Lehmkuhl Dakhwe, co-chair, mentioned potential collaborations with K-12 pre-service and in-service teachers. The subgroup meets once a month with the next meeting to be held on February 10th.
   * **Collegiate Subgroup -** Barbara Endicott-Popovsky, co-chair, stated that the group has been brainstorming potential strategies, concepts and activities for each objective of the NICE Strategic Plan. They are currently on goal three. Barbara mentioned that a major issue that she and Casey O’Brien, co-chair, want to hone in on is the government’s stance as an employer that a 2 year degree is not acceptable for cybersecurity careers. She also indicated that the group is looking to foster initiatives for adults and military personnel transitioning into cybersecurity.
   * **Competitions Subgroup -** Dan Manson, chair, mentioned that there are five members in the group. The groups’ mission is to empower the public and private competitions ecosystem. The group is currently planning their first meeting and hopes to collaborate with the other subgroups.
   * **Training and Certifications -** Montana Williams, who is supporting Shannon Donahue as the chair, stated that the group is currently working on their charter. They have not had a meeting yet, but have a plan and a team. Monthly meetings will be scheduled soon and the group will have a face-to-face meeting at RSA.
   * **Workforce Framework –** Frank Cicio, Jr., co-chair, stated that the group is exploring how can we utilize the NICE Framework and adopt it into the private sector. The group is looking at the KSAs to identify common standard KSAs to help organizations improve education for students and aggregate up to take the adoption of the taxonomy. Frank provided an overview of the Career Workforce Alliance (CWA), an initiative from the private sector to help drive a framework to align their needs with education.
   * **Career Development and Workforce Planning -** Jo Portillo, co-chair, stated that the group just acquired three new members. They are looking at effective practices for hiring and promotion to assist HR professionals with a one stop shop for individuals to utilize for career development. The group’s next meeting is February 11th.
   * Andre Thornton, NICEWG co-chair, requested that subgroup leads bring forward any specific needs and requests of the NICEWG members for next month’s meeting.
6. **Project Progress Reports**
   * **CAE Community –** Tony Coulson of California State University, San Bernardino stated that the CAE program office interfaces with NICE and develops recommendations for the CAE Community. The annual CAE PI Meeting is held in conjunction with the NICE conference. They are having a meeting with CAE schools on February 9th and will discuss a few issues such as refining some of the Knowledge Units, exploring changes to the CAE-2Y designation that currently favors 2+2 programs, and whether CAE designations should be at the institutional or program level.
   * **National K-12 Cybersecurity Education Conference –** Davina Pruitt-Mentle stated that the conference was held in October 2015. 39% of attendees included K-12 organizations and 20% were students. The remainder were nonprofit, government, and industry representatives. The format included a pre-conference workshop on coding in after school programs, a NICE overview, six tracks with breakout sessions, exhibits, and a student and educator panel. They received a lot of positive feedback with 4.37 being their lowest survey question score with respect to the short length of the conference.
   * **NICE Annual Conference –** Danielle Santos mentioned that the NICE Annual Conference will be held on November 1-2, 2016 in Kansas City, MO. This will be the 7th annual conference. A program committee is looking at a theme and tracks. More information will be forthcoming.
   * **NICE Challenge Project –** James Ashley, California State University, San Bernardino, stated that the NICE Challenge Project is currently looking at a platform to streamline the challenges. The project’s goal are to 1) Develop content. They have hired two more students and created eight more challenges, 2) Market challenges and attend industry events, and 3) Release new web application deployment to work with more institutions. They are also working with other government agencies and the private sector to establish a sustainable business model.
   * **NICE Jobs Heat Map -**Randi Parker, CompTIA Director of Public Advocacy, reported there will be a webinar about the project on February 17th at 2 p.m. ET. Information will be forthcoming.
7. **Summary of Action Items – Andre turn over to Danielle Santos (4:58-4:59)**

Danielle mentioned that the NICE program office staff will be following up with meeting minutes, website links and information regarding the NICEWG SharePoint site.

1. **Next Meeting Reminder** 
   * The next NICEWG meeting is February 24, 2016 at 3:30-5:00 pm ET.

Meeting adjourned at 5:02 pm

Action Items:

| **Action Item** | **Description** | **Assignee** | **Status** | **Date Completed** |
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| 1. | Distribute meeting minutes, website links and information regarding the NICEWG SharePoint site. | NICE Program Staff |  |  |