

Illinois Cybersecurity Commission Charter

**Approved by Illinois Cybersecurity Commission
March 13, 2023**

Approved by Governor's Homeland Security Advisor:

/s/ Alicia Tate Nadeau
Alicia Tate-Nadeau

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Article I: Name, Background and Mission

Section 1: Name

The name of this entity is the Illinois Cybersecurity Commission, referred to as the Commission.

Section 2: Background

The Commission was formalized in 2022 by State of Illinois Executive Order 2022-08 and extended by Executive Order 2022-24.

Section 3: Mission

The Commission serves as an advisory body to the Governor. The Governor's Homeland Security Advisor acts as its Chair and the Illinois Emergency Management Agency is the administrative body. The Commission provides recommendations and guidance on cybersecurity laws, policies, protocol, and procedures through a diverse partnership of local, state, and federal government representatives, as well as private and non-governmental organizations.

Section 4: Objective

To develop and recommend an implementation plan and policy changes for the following areas related to cybersecurity:

- Awareness and training--Building and enhancing cyber awareness and training for private sector critical infrastructure entities and stakeholders.
- Minimizing adverse impact--Developing practices, processes and the overall planning required to protect valuable information, resources, and services.
- Exercises & Partnerships-- Creating and expanding partnerships to foster continual learning and information sharing to ensure the safety and resiliency of digital infrastructure.
- Best practices--Maturing cyber competencies through the utilization of best practices to help private sector critical infrastructure organizations make risk-based decisions for improving cybersecurity
- Information sharing—Create collaborative resources for information sharing.

Article II: Membership

Section 1: Membership Composition

The membership of the Commission is defined in Executive Order 2022-08.

Voting Members

- Homeland Security Advisor or designee
- Director of Illinois Emergency Management Agency or designee
- Chief Information Security Officer of the Department of Innovation and Technology or designee

- Illinois Attorney General or designee
- Adjutant General of the Illinois National Guard or designee
- Director of the Illinois State Police or designee
- Chairman of the Illinois Commerce Commission or designee
- Director of Illinois Department of Commerce and Economic Opportunity or designee
- Director of Illinois Revenue Department or designee
- Representative of the Governors' Office

Non-Voting Members Appointed by the Governor

Representatives of sectors:

- Information Technology
- Communications
- Defense Industrial Base
- Energy
- Financial Services
- Healthcare / Public Health
- Water/Wastewater

Federal Agencies (optional)

- Federal Bureau of Investigation
- Department of Homeland Security
- Cybersecurity and Infrastructure Security Agency
- United States Secret Service

Advisory Members (optional)

- Statewide Terrorism and Intelligence Center (STIC)
- Others as approved by majority of Voting Members

The Commission may vote to recommend additional federal agency participation and advisory membership.

Section 2: Membership Requirements

a. General requirements

Voting Members and Non-Voting Members are appointed by the Governor as provided in Executive Orders 2022-08 and 2022-24.

b. Required Training

Appointees of the Commission are required annually to complete Ethics training and Harassment and Discrimination Prevention training prescribed by the State Officials and Employees Ethics Act (5 ILCS 430). Appointees shall also complete other training identified by the Chair, Ethics Officer, and/or the Open Meetings Officer. Failure of any Appointee to complete these trainings as required under the State Officials and Employees Ethics Act or as instructed will result in the suspension of voting privileges for that individual until the required training has been completed and may result in penalties as provided under the State Officials and Employees Ethics Act.

c. Open Meetings Act Training

Pursuant to the Open Meetings Act, Appointees of the Commission must successfully complete Open Meetings Act training offered by the Illinois Attorney

General's Office and may be taken by visiting their website and registering as a designee of the Illinois Emergency Management Agency. This training must be completed within 90 days of appointment to the Commission and a copy of the certificate of completion shall be provided to the Chair.

Section 3. Advisory Members

Voting Members may approve a motion to create additional Advisory Member appointments. Additional Advisory Members are approved by a majority of the Voting Members present. Advisory members of the Commission are recognized subject matter experts on cybersecurity issues but do not have the authority to vote as part of the Commission and may take part in meeting discussions and participate on working groups.

Article III: Governance

Section 1. Chair

The Homeland Security Advisor or their designee serves as the Chair of the Commission.

Section 2. Working Groups

The Chair may establish working groups.

Article IV: Meetings

Section 1: Compliance with Open Meetings Act

The Commission and its members will comply with the Open Meetings Act [5 ILCS 120]. In accordance with the act, all Commission meetings are open to the public, and announcements of meeting times, dates, locations, and meeting minutes will be maintained by the Chair. Meetings may be closed pursuant to the Open Meetings Act; however, no final actions may be taken during closed sessions.

Section 2. Schedule

Commission meetings are held as determined by the Chair. The Chair may call an unscheduled meeting in accordance with the provisions of the Illinois Open Meetings Act if an issue requires the review and approval of the Commission. All meetings shall be held in-person. Commission meetings may be held remotely through web conferencing with permission of the Chair and in accordance with the provisions of the Illinois Open Meetings Act.

Section 3. Quorum

A quorum is required for the committee to be able to vote on any pending matter. Only the Voting Members may vote, with each Voting Member receiving one vote. For purposes of full membership meetings, a quorum is defined as a majority of the Voting Members and Non-Voting members. A roll call or similar procedure will be utilized to determine that a quorum is present. When an issue for vote is brought forward, a motion must be made to accept it, and the motion must be seconded and then passed. The vote of the majority of Voting Members present is needed to pass a motion. The Commission will utilize a voice vote for motions. The Chair may ask for a

roll call vote if the result of the voice vote cannot be determined or at the Chair's discretion.

Voting and Non-Voting Members unable to attend scheduled meetings may designate a proxy to attend and vote (if a voting member) on their behalf. Members must notify the chair in the unlikely event they are unable to attend a meeting and may identify their proxy in writing to the Chair prior to the meeting.

Working Groups are ad hoc and appointed by the Chair. A Working Group Chair will be appointed by the Homeland Security Advisor to present the work of the Working Group. There will be no votes taken in the Working Groups.

Section 4. Remote Attendance

Meetings may be attended remotely as designated by the Chair and in accordance with the provisions of the Illinois Open Meetings Act.

Section 5. Meeting Minutes

Minutes will be recorded at the Commission full membership meetings and will be emailed to task force members. Minutes must include but are not limited to 1) the date, time, and place of the meeting; 2) the members of the Commission recorded as present or absent and whether the members were physically present or present by means of video or audio conference; and 3) a summary of discussion on all matters proposed, deliberated, or decided, and a record of any votes taken. Pursuant to the Open Meetings Act, minutes of open meetings will be made available for public inspection within seven days after approval of such minutes by the Commission. Minutes of closed meetings are available after determination by the Commission that it is no longer necessary to keep the records confidential to protect the public interest or individual privacy. Commission meeting minutes are available on the Commission website:

<http://www.iema.illinois.gov/CybersecurityCommission/default.asp>.

Section 6. Public Comments

The Illinois Cybersecurity Commission will allow the public to speak for up to 3 minutes; but the aggregate total public comment should not exceed thirty (30) minutes. Only one speaker is allowed for each organization. Comments will be allowed at the beginning of the meeting only.

Article V: Changes to the Charter

The Commission will review this charter on an as-needed basis. Any revisions will be voted on by Commission Voting Members. If approved by majority vote, the change/revision will be made and take effect immediately, unless otherwise specified.

In the interest of full transparency, the Commission Charter shall be available on the IEMA website, as follows:

<http://www.iema.illinois.gov/CybersecurityCommission/default.asp>

Appendix VI: Governor Pritzker Executive Order 2022-08



March 25, 2022

Executive Order 2022-08

Executive Order to Establish the Illinois Cybersecurity Commission

WHEREAS, the State of Illinois recognizes that Information Technology is central to national and state security, the economy, and public health and safety; and,

WHEREAS, businesses, governments, academia, and individuals are all increasingly dependent upon Information Technology systems, including information systems, networks and critical infrastructure, for essential services and daily life; and,

WHEREAS, it is the expectation of the general public, as well as the public and private sectors, that these Information Technology systems remain secure and resilient in the face of increasing threats from sophisticated cyber-attacks that pose personal, professional, and financial risks to the citizens of the State of Illinois and threaten the security and economy of our State; and,

WHEREAS, securing Information Technology systems within Illinois is beyond the reach of any single entity, and requires a collaborative public-private partnership that encourages unity of effort; and,

WHEREAS, in order to protect the security and economy of the State, it is appropriate and necessary for state government to establish and lead a collaborative effort involving government, private sector, military, research, and academic stakeholders to develop and recommend a whole-of-state approach to enhancing Illinois' cybersecurity;

THEREFORE, I, JB Pritzker, Governor of Illinois, by virtue of the executive authority vested in me by Article V of the Constitution of the State of Illinois, hereby order as follows:

I. Illinois Cybersecurity Commission

- A. The Illinois Cybersecurity Commission ("Commission") is hereby created and established, in accordance with the terms of this Executive Order.
- B. The Commission shall be composed of Voting Members and Non-Voting Members appointed by the Governor, as follows:
 - a. Voting Members:
 - i. The Governor's Homeland Security Advisor, or designee;
 - ii. The Director of the Illinois Emergency Management Agency, or designee;
 - iii. The Chief Information Security Officer of the Illinois Department of Innovation and Technology, or designee;

- iv. The Illinois Attorney General, or designee, with the permission and approval of the Illinois Attorney General;
- v. The Adjutant General of the Illinois National Guard, or designee;
- vi. The Director of the Illinois State Police, or designee;
- vii. The Chairman of the Illinois Commerce Commission, or designee, with the permission and approval of said Chairman;
- viii. The Director of the Illinois Department of Commerce and Economic Opportunity, or designee;
- ix. The Director of the Illinois Department of Revenue, or designee; and
- x. A representative of the Office of the Governor.

b. Non-Voting Members:

- i. One representative of an association representing the Information Technology Sector;
- ii. One representative of an association representing the Communications Sector;
- iii. One representative of an association representing the Defense Industrial Base Sector;
- iv. One representative of an association representing the Energy Sector;
- v. One representative of an association representing the Financial Services Sector;
- vi. One representative of an association representing the Healthcare and Public Health Sector; and
- vii. One representative of an association representing the Water and Wastewater Systems Sector.

C. The Commission may also include Non-Voting Members, as selected by the relevant federal agency with the permission and approval of said agency:

- a. A cybersecurity expert from the Chicago or Springfield field office of the Federal Bureau of Investigation.
- b. Two cybersecurity experts from the United States Department of Homeland Security, as follows:
 - i. One cybersecurity advisor from the Region 5 Office of the Cybersecurity and Infrastructure Security Agency; and
 - ii. One cybersecurity expert from the Chicago field office of the United States Secret Service.

D. The Commission shall include a representative of the Statewide Terrorism and Intelligence Center (STIC) as an Advisory Member. The Commission also may appoint other Advisory Members representing both public and private sector interests. With the exception of the representative of the STIC, who will be designated by the Director of the Illinois State Police, Advisory Members shall be selected and approved by a majority of Voting Members of the Commission. The purpose of Advisory Members is to support Commission decision-making by providing subject-matter expertise and specialized insight.

E. The Governor's Homeland Security Advisor, or designee, shall serve as chairperson of the Commission.

F. The Commission shall develop and recommend an implementation plan for accomplishing the following objectives:

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- a. Building and enhancing cyber awareness and training for private sector critical infrastructure entities, including educating stakeholders on ways to prevent cybersecurity attacks and protect personal information; and conducting, supporting, and attending cyber security trainings to improve technical capabilities;
 - b. Developing practices, processes and the overall planning required to protect valuable information, resources, and services, including by identifying and disrupting cyber-attacks to minimize adverse impact; improving and expanding statewide security incident response capabilities; and promoting and facilitating cross sector and community training and exercise scenarios for private sector critical infrastructure partners to secure critical systems that serve the public;
 - c. Maturing cyber competencies through the utilization of best practices to help private sector critical infrastructure organizations make risk-based decisions for improving cybersecurity, including by promoting a risk-based approach to cybersecurity; establishing regional critical infrastructure cyber response teams; and developing and disseminating best practices and tools to advance cyber maturity; and
 - d. Creating and expanding partnerships to foster continual learning and information sharing to ensure the safety and resiliency of digital infrastructure, including by forging and nurturing partnerships with critical infrastructure sectors to ensure the resiliency of critical systems; and identifying, evaluating, and sharing information on the threats and vulnerabilities impacting the state.
- G. The Commission may adopt a charter, consistent with the provisions of this Executive Order and applicable law, setting forth how the Commission shall conduct itself and carry out the responsibilities provided in this Executive Order. The charter may address such matters as Commission meetings, creation of committees and working groups, and other matters as the Commission deems appropriate.
- H. The Illinois Emergency Management Agency shall provide administrative support for, and maintain the records of, the Commission.

II. Report to the Governor

The chairperson of the Commission shall submit a report to the Governor by December 31, 2022. The report shall detail the activities, accomplishments and recommendations of the Commission. Upon submission of the report, the Commission shall disband.

III. Ethical and Other Requirements

The Commission shall be subject to the provisions of applicable law, including without limitation the Illinois Open Meetings Act, 5 ILCS 120/, and the Illinois Freedom of Information Act, 5 ILCS 140/. Members of the Commission shall be subject to the provisions of applicable law, including without limitation the Illinois State Officials and Employees Ethics Act, 5 ILCS 430/.

IV. Savings Clause

Nothing in this Executive Order shall be construed to contravene any federal or State law or regulation. Nothing in this Executive Order shall affect or alter existing statutory powers of any State agency or be construed as a reassignment or reorganization of any State agency.

V. Prior Executive Orders

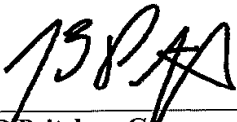
This Executive Order supersedes any contrary provision of any other prior Executive Order.

VI. Severability Clause

If any part of this Executive Order is found to be invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. The provisions of this Executive Order are severable.

VII. Effective Date

This Executive Order shall take effect upon filing with the Secretary of State.



JB Pritzker, Governor

Issued by the Governor March 25, 2022
Filed with the Secretary of State March 25, 2022

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