

MINUTES

CIO Management Council



Meeting Date: August 12, 2008

Attendees: Dugan Petty, Ben Berry, Dorothy Oliver, Sandy Jefferson, Kathryn Naugle (for Rick Howard) and Bob DeVyldere

EISPD Staff: Sean McSpaden, Scott Riordan, Cy Smith, Nick Betsacon, Darren Wellington and Ed Arabas

Guests: Jack Doyle (DHS) and by teleconference, Gail Achterman, Director of the Institute for Natural Resources

Sean McSpaden (for Dugan Petty) called the meeting to order at 1:00 p.m.

Approval of Minutes – Agenda Overview – Sean McSpaden

The July 29, 2008 minutes were approved as presented. Sean reviewed the actions items and noted they were completed as assigned. Roundtable was moved to the end of the agenda to ensure enough time for the agenda topics.

ERP/Enterprise Architecture Update – Revised Presentation – Ben Berry

Ben reviewed the updated ERP/Enterprise Architecture (EA) presentation with the CIOMC members. Ben requested and received feedback from the members on revisions to the presentation:

- Removal of pages 21, 22 and 23.
- Add an explanation about how the EA can inform ERP to page 9
- Page 16 should follow 9
- Add a core business function definition to slide 8

The presentation is available at:

https://intranet.egov.oregon.gov/sites/DAS/EISPD/CIOC/docs/mgmt_council/handouts/08122008/ERP_EA.pdf

Ben thanked and acknowledged the work of the following EA core team members: Tim Avilla, Jack Doyle, Ed Arabas, Scott Riordan, Malcolm Lemay, Andy Frye and Dennis Wells.

Members agreed the EA/ERP Architecture (with the changes discussed) should be presented at the August 19, 2008 CIOC meeting.

Action: Include the EA POP in the advance CIOC August 19, 2008 meeting materials.

Action: Ben Berry will present the ERP/EA Architecture at the August 19, 2008 CIOC meeting.

Natural Resources Cabinet Meeting Brief – Cy Smith & Gail Achterman

Cy Smith introduced Gail Achterman, Director of the Institute for Natural Resources. Gail reported that the Natural Resources Cabinet has made a decision to form a workgroup. The workgroup will develop a strategic vision for the use and leverage of information, develop integrated information architecture for natural resources, inventory and assess existing information systems and evaluate the 2009 POPs for the natural resources information projects. Currently there are 33 data and monitoring POPs with a total dollar

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value of \$ 21,000,000. The Natural Resource agencies are seeking alignment between the workgroup and DAS. Gail reported that the member of the workgroup have not been identified yet.

Action: Cy Smith will present the Natural Resources Cabinet Meeting brief at the August 19, 2008 CIOC meeting.

GIS Software Standard Implementation – Cy Smith

Cy reported that a price agreement would be created that will include an exception process for non ESRI software. The Oregon Bulletin has published the GIS software standard implementation plan. Agencies currently using nonstandard GIS software can be granted a “grandfather” exception to the statewide GIS software standard. At the time of license renewal for the nonstandard GIS software, the agency will be required to develop and submit a business rationale document to justify its continued use of the nonstandard GIS software. Upon the acquisition of non standard software, the State CIO would grant an exception to the state GIS software standard if the agency submits a compelling business rationale. DAS will be available to assist in the development of the business rationale document and will provide the appropriate templates and models.

Cy reported that a detailed ESRI inventory followed by a non ESRI software inventory has been completed. The software inventory will be used to create a baseline. The exception process will be reviewed with the stakeholders. After the exception process is reviewed Cy will hold further presentations with the agencies.

Additional GIS information is available at, <http://oregon.gov/DAS/EISPD/GEO/index.shtml>.

Action: Cy Smith will present the GIS Software Standard Implementation at the August 19, 2008 CIOC meeting.

PC/Laptop Procurement Status – Nick Betsacon & Darren Wellington

Darren distributed a PC/Laptop procurement status handout to the CIOMC members. Nick reported that the SmartBuy contract will expire September 2009. Oregon executive branch state agencies will meet their PC/Laptop acquisition needs after August 2009 through one or more of the following contracting options:

1. DAS/SPO mandatory statewide participating addendum to the planned Western State’s Contracting Alliance (WSCA) PC/Laptop procurement, which will become effective on September 1, 2009 or
2. DAS/SPO convenience statewide participating addendum to the planned WSCA PC/Laptop procurement, which will become effective on September 1, 2009 and;
 - (i) DAS/SPO convenience Oregon statewide PC/Laptop procurement; and/or
 - (ii) DAS/SPO single-agency PC/Laptop contracting through diverse sourcing methods, e.g., brand name specifications, sole source or special procurement.

At the request of the CIOMC a PC/laptop options analysis work group has been formed. A draft option analysis document may be distributed for CIOMC review as early as September 19, 2008. The work group held a kick-off session on Wednesday, August 6, 2008. Weekly work group meetings and work sessions have been scheduled through September 18, 2008. The work group is assessing the efficacy of Option 1 and the need for Option 2 by examining the draft final version of the WSCA solicitation documents in the full context of:

- existing agency investments in their respective PC/Laptop environments;
- agency planned and estimated future PC/Laptop business and technical needs;
- the impact of Oregon sustainability policies and initiatives on agency computing operations; and
- Oregon’s need to control its contracting destiny to ensure agencies’ ability to effectively meet these identified business, technical and sustainability needs.

The members discussed the WSCA contract and how it would meet the agency needs. Kathryn asked when SPO made the determination not to extend the SmartBuy contract. Sean responded that SPO is engaged in the workgroup which is working to complete an options analysis. Sean pointed out to the members that SPO reported to the CIOMC that the SmartBuy contract was at its expiration date and could not be extended beyond September 2009.

Kathryn spoke about the importance of having agency representation in the work group and would like the work group to include representatives from Employment and DHS.

IT Asset Inventory – Mandatory Attributes and Glossary – Sean McSpaden

Due to time constraints this topic will be covered at the August 26, 2008 CIOMC meeting.

E-Government Update – Wally Rogers

This topic will be covered at the August 26, 2008 CIOMC meeting.

Sean adjourned the meeting at 2:30 p.m.

Next meeting:

September 23, 2008

1:00 – 2:30 p.m.

Executive Building

155 Cottage St NE

Conference Room B