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**Purpose**

The Technical Architecture Standards Board (TASB) is the group responsible for the evolution of; promotion of; and adherence to the State Data Center (SDC) Technical Architecture principles, policies, standards, and practices for the SDC and its customer agencies.

The mission of the SDC is to provide the State of Oregon with cost effective, high quality, and standard infrastructure support services across the entire enterprise. The SDC direction and planned technical architecture is designed to significantly limit unique solutions that do not support, or detract from, the planned strategy.

The TASB will:

- Establish & document technical architecture standards for the SDC
- Review & revise technical architecture standards as necessary
- Communicate technical architecture standards within the SDC and with SDC customers

**Scope of Authority**

- Decide whether a customer request can be accommodated within the SDC standards, or requires an exception, resulting in a customized infrastructure solution
- Decide the appropriate technical domain area to lead the solution effort
- Perform technical reviews of all SDC proposed architecture designs to include the targeted platforms, adherence to applicable standards, inclusion of appropriate utility software products, and review of required support processes
- Provide oversight to compliance with SDC technical architecture standards
- Request resources from SDC management to research and test technologies that offer potential for furthering the SDC mission

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**Sponsor**

The TASB is sponsored by the SDC Administrator in cooperation with the SDC Management Team.

The SDC Chief Technical Architect

- Permanent, voting member
- TASB Chairperson & facilitation of TASB meetings
- Provide status updates of current evaluations
- Receives initial evaluation requests
- Makes final decision if TASB cannot reach consensus

Technical Representatives (1 each from Network, Server, Storage, Enterprise, Voice Services, Security, Operations)

- Staggered 2-year rotation (may be replaced or re-appointed at their manager's discretion), voting member
- Represent position of technical domain area
- Lead consultation and evaluation efforts of requests assigned to their respective technical domain
- Lead documentation effort for standards in their respective technical domain

**Membership Roles & Responsibilities**

Three Customer Members-at-large (application architects or business requirement architects nominated by customer agency CIOs and selected by SDC Chief Technical Architect & SDC Administrator)

- 1-year membership
- Voting member
- Participate in technical reviews as requested
- Represent SDC customer interest in standard setting process

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SDC Chief Process Architect

- Permanent, non-voting member
- Advise on process and integration with SDC processes

Representative from Statewide Enterprise Architecture Community of Practice

- 2-year membership
- Non-voting member
- Share information on statewide enterprise initiatives with TASB members
- Consult on alignment of TASB standards with enterprise policies
- Communicate about SDC TASB standards and decisions with statewide enterprise architecture community of practice

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The TASB will meet formally on a monthly basis, or at the call of the chairperson.

The TASB will form the following subcommittees:

- SDC Customer Support Request Triage Team-SDC TASB representatives will meet on a daily basis to review any new support requests and assign to the appropriate technical domain area.
- Technical Review Team-The Chief Technical Architect will appoint a sub-group with representation from affected technical domain areas to complete formal architecture reviews. Customer generated reviews will include a customer application architect and relevant project manager from the agency generating the request, if possible, in the review process. The Technical Review Team will make a recommendation to the TASB for action as a result of the review.

**Operating Procedures**

A Technical Review will be conducted when one of the following occurs:

- A customer has asked for a technical review
- The customer has requested a new Automated Information System (AIS) or application
- The request causes an expansion or change of operational environment to an existing AIS or application
- The infrastructure architecture is targeted within the responsibility of the SDC or utilizes SDC assets

The operational environment includes all hardware, networks, systems and utility software required to support the application. A review of a system's technical architecture (entire or partial) may also be requested at the discretion of the SDC Administrator to confirm the recommended technical solution supports the State's infrastructure standards.

**Decision Making Process**

TASB decisions are made using the consensus model. The Chair will make the final decision if consensus cannot be reached. The SDC Administrator can override a TASB decision with explanation or at his/her discretion, can refer the decision to the SDC Governance Body.

**Appeal Process**

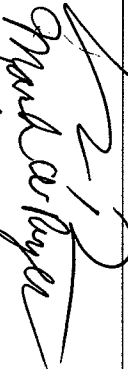

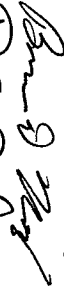




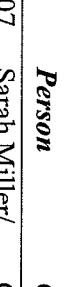
A customer agency can appeal to the SDC Administrator if the decision of the TASB is not acceptable for business-related reasons. The request for a waiver should be submitted in writing to the SDC Administrator through the TASB Chair. Granting of a waiver should include a time limit for re-examination. Technology evolves rapidly, a solution that cannot be accommodated initially may result in a standard solution at a future point.

**Communicating Status**

A formal result response will be written for Technical Architecture Reviews. Results of the TASB's actions will be posted on the SDC Architecture web site.

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SDC – Team Charter  
Technical Architecture Standards Board

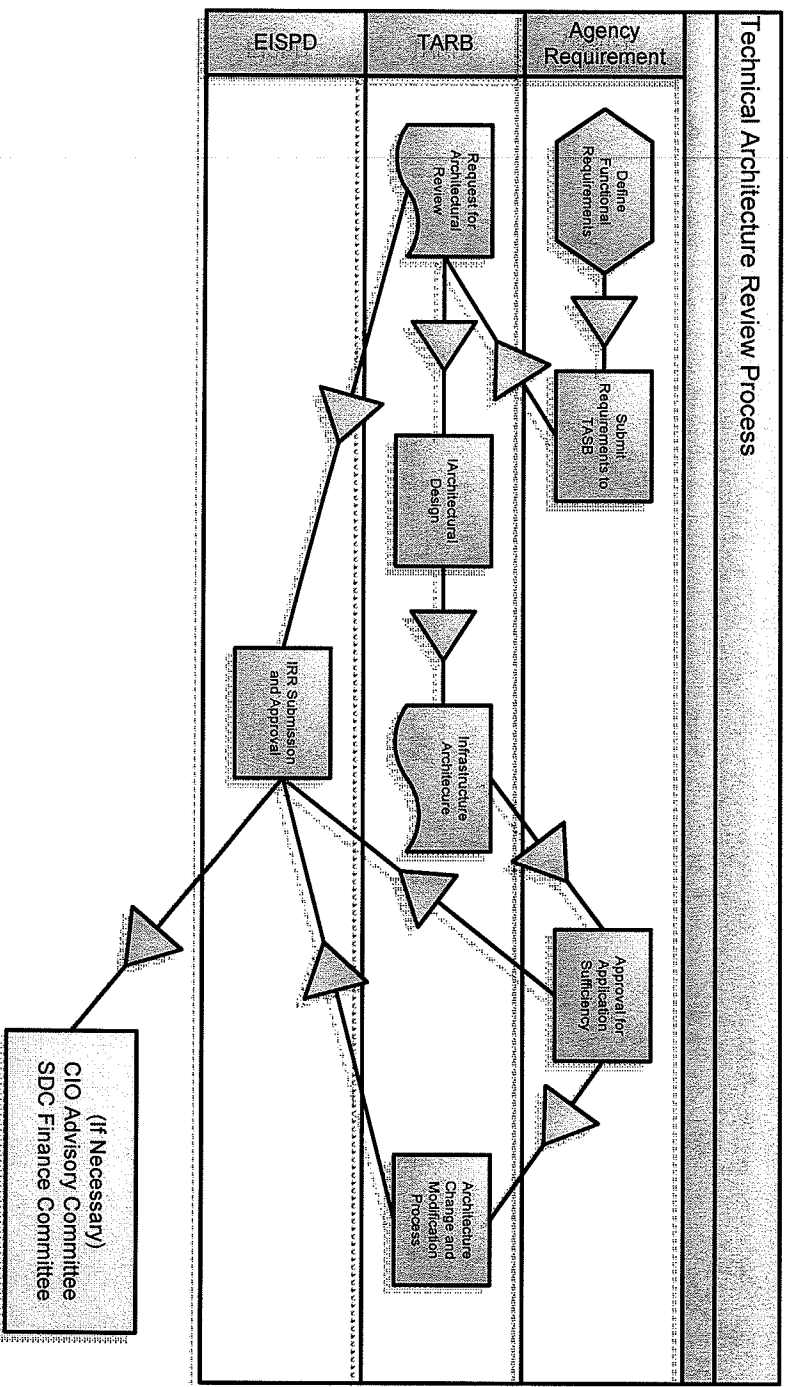
Approval Signatures			
	SDC Chief Technical Architect	10/31/07	
	SDC Administrator	10/31/07	
	SDC Deputy Administrator	10/31/07	
	SDC Operations Manager	10/31/07	
	SDC P&C Manager	10/31/07	
	SDC Network Manager	10/31/07	
	SDC Enterprise Manager	10/31/07	
	SDC Distributed Systems Manager	10/31/07	

Approved Charter Change Requests:

Version #	Date	Person	Change Description
0	10/19/2007	Sarah Miller/ Claudia Light	Original draft
1.0	10/31/2007	Sarah Miller	Final for signature

**Appendix:**

**Process to request a Technical Review by the TASB:**



The Agency CIO's, Program Managers, Project Leaders, IT Managers will:

- A. Submit a request via email to the SDC TASB. The package will be submitted to the State Data Center Chief Technical Architect and annotated "Request for Technical Architecture Review"
- B. Provide a point of contact (full name, phone number, and Email address) who will be available to answer any questions or concerns the TASB may have to address.

The members of the TASB will:

- A. Participate in application planning and design meetings to develop an initial infrastructure design and architecture to meet application functional requirements. Or:
- B. Review the requirements for network connectivity, infrastructure capacity, system upgrades, or any other requirement that requires the connectivity to the State network and/or allocation of infrastructure assets.
- C. Submit an infrastructure design, developed by SDC technical teams, to the Agency requester for approval that it meets functional requirements. The average submittal of the infrastructure architecture will take no longer than 15 working days following the identification and analysis of functional requirements. For large scale projects and complex architectural designs, a plan for review (including milestone deadlines) will be developed and mutually agreed to by the Agency and the SDC.
- D. Upon Agency CIO approval, an IRR will be submitted to EISPD and upon acceptance the SDC will procure and/or configure infrastructure according to an agreed to timeline with the Agency.
- E. Necessary changes or modifications to the application or infrastructure from the initial design will be submitted and jointly reviewed by the Agency team and the TASB. Approved modifications from the CIO and the TASB will be documented and implemented according to the jointly agreed to timeline.