

**Enterprise Information Technology Portfolio
and
Recommended Initiatives**

January 22, 2007



Minnesota Office of Enterprise Technology

Centennial Office Building
658 Cedar Street
St. Paul, MN 55155
www.oet.state.mn.us

Information Technology Profiles

Minnesota Statutes 16E establishes the Office of Enterprise Technology and sets out broad responsibilities for oversight, leadership, and direction for information and telecommunications technology policy and the management, delivery, and security of information and telecommunications technology systems and services in Minnesota. The statute directs the office to manage strategic investments in information and telecommunications technology systems and services to encourage the development of a technically literate society, to ensure sufficient access to and efficient delivery of government services, and to maximize benefits for the state government as an enterprise. The Office is responsible for managing the efficient and effective use of available federal, state, local, and public-private resources to develop statewide information and telecommunications technology systems and services and its infrastructure.

Specifically, M.S. 16E.01, Subd. 3 (a) (2) requires the Office to approve state agency and intergovernmental information and telecommunications technology systems and services development efforts involving state or intergovernmental funding, including federal funding, provide information to the legislature regarding projects reviewed, and recommend projects for inclusion in the governor's budget.

Understanding an agency's IT budget initiative in the context of a comprehensive management of the state's enterprise Information Technology (IT) resources requires creating, analyzing and managing multiple collections of information about the state's strategies, business functions, projects, applications and assets.

These collections of information make up an IT Portfolio, in which descriptions of information strategies and an assessment of the business value and technical condition of agency applications are combined with information about current projects, historical IT spend data and proposed budget initiatives. The objective of creating the resulting profiles is to gain insight into the strategic direction of

applications and assets across the enterprise relative to integration and alignment with enterprise strategies.

The relationship of strategic direction to applications portfolio data is clear: strategic initiatives result in projects that result in new, replaced, or updated applications. The process of collecting the data made use of basic information that already exists in the agency's planning documents and management inventories. It was expected that most agencies already maintain a portfolio of their applications. For agencies currently not doing so, the agency application portfolio assessment provided them a simple way to start.

Strategic Information

Agencies responded to a survey designed to capture the essentials of their information management environment. While some agencies maintain comprehensive strategic information resource management plans, this enterprise portfolio does not capture all the details of those plans; rather it is a representation of how the agencies answered the survey questions.

The purpose of the survey was to identify at a high level the fundamentals of each agency's unique approach to strategic information planning. With a planning horizon of 2-4 years, agencies were asked about significant emerging business needs to be addressed with technology, major information or technology issues, constraints and impediments to success, and whether there were platform, architectural or data concerns to address.

They were asked about the agency's major IT related strategies or initiatives, whether they were undertaking projects that have the potential for benefiting other agencies and programs, and whether they could identify processes or services currently supported internally that could be performed by other agencies. Agencies described at a high level how they are organized to manage their responsibilities for project management and systems development and whether they saw potential conflicts between agency needs and plans and state information strategies, architecture and policy.

Agency IT Portfolio: Introduction

IT Spend

Disclaimer

The approach to identifying IT Spend described below was selected because it captured the majority of IT expenditures and could be applied consistently across all agencies. Limitations created by agencies' structures and costs related to IT operations make it difficult to capture all IT costs consistently. As a result, agencies that provide total IT costs may come up with different results. Variation in total amounts and in the distribution of costs among the categories may have to do with whether an agency considers a given expenditure an "IT expenditure." Some of the differences have to do with agencies' allocating similar expenses to different categories. A review of the process used will help increase the accuracy and completeness of the IT Spend portfolio in the future.

Process

The Department of Finance, at the request of the Office of Enterprise Technology, extracted and summarized state agencies' information technology (IT) costs from the Information Access Warehouse.

IT salary costs were obtained through a joint effort between the Department of Employee Relations and Central Payroll. The Department of Employee Relations identified the IT-classified personnel and Central Payroll extracted the salary, fringe, and business expenditures for those positions by agency and fund.

For IT Non-Salary Costs Office of Enterprise Technology staff determined the commodity and object codes that, they believed, best represented IT expenditures. The Department of Finance created a report to capture expenditures by agency and fund using the established criteria. A group of agency representatives reviewed the selected criteria.

Agencies were given an opportunity to review the IT Spend reports and provide feedback. Feedback will be used to modify the algorithms for future analysis.

Application Portfolio

Agencies were asked to provide portfolio information for higher level and business applications and to provide a description of each application's purpose and customer base and an assessment of its business value and technical condition. It should be noted that there is variability in the number of applications reported by agencies, owing to different factors agencies may have used in determining a cut-off point for "significant" applications.

For the purposes of the agency application portfolio assessment, agencies were instructed that an application (system) means a **significant** program or system of linked self-contained programs and routines which, taken as a whole, accomplishes a key business outcome by supporting a business process. Intermediate programs that produce work products—spreadsheets, data files, reports and other outputs—are considered as part of the overall sequence of programs leading to the outcome, rather than as applications themselves. End-user reports, extracts and summaries based on final outputs are similarly considered part of the primary application from which they draw their data. Applications may be centrally managed, distributed or outsourced.

Project Portfolio

Information in the project portfolio is derived from data maintained by the OET that captures essential details about IT projects and their progress.

Two statewide policies published by the Office of Enterprise Technology provide guidance for agencies related to the management of IT projects. The first policy, *Project Management Core Standards of Practice*, formalizes the state's commitment to basic project management processes, based on established standards and measurement criteria used worldwide for information technology projects. Consistent discipline in the management of IT projects throughout state government will lead to successful project completion and realization of benefits for State of Minnesota citizens. Requiring IT projects to be managed using a set of minimum core standards of practice will reduce the likelihood of state investments

Agency IT Portfolio: Introduction

in projects with runaway costs, unclear scope and schedule overruns.

The second policy, *Project Portfolio Management*, creates the consolidated database of State of Minnesota IT Projects, an essential element of effective portfolio management. The database is used by OET to properly execute its statutory oversight of IT investments. Project portfolio management ensures alignment of IT spending with the Governor's goals, supports the individual agencies' ability to manage projects, and responds to demands from the Legislature for monitoring IT investments. Thresholds identified in the policy provide guidance for mandatory project registration, but agencies are encouraged to use the repository to register all the projects in their portfolio. This is of particular benefit for an agency that does not have a system for tracking project progress.

Each agency head has identified an "agency coordinator" who has worked with the OET to provide the agency's IT project portfolio information in a consistent manner. Some agencies have an agency project management office or a hub of project management activity in the office of the agency Chief Information Officer (CIO). Individuals from those units are most often the agency coordinators.

In addition to the information excerpted in this portfolio report, there is a great deal of additional information available about current IT projects.

Information Technology Budget Initiatives

M.S. 16E.01, Subd. 3 (a) (2) requires the Office to approve state agency and intergovernmental information and telecommunications technology systems and services development efforts involving state or intergovernmental funding, including federal funding, provide information to the legislature regarding projects reviewed, and recommend projects for inclusion in the governor's budget under section 16A.11. OET coordinated with the Department of Finance throughout the process of collecting information, reviewing IT initiatives, evaluating and recommending initiatives for inclusion in the Governor's Budget.

The intention was to leverage the enterprise information technology portfolio's picture of an agency's overall IT environment to provide context for review and evaluation of initiatives. The creation of the enterprise IT portfolio, that is, the collections of information about each agency's IT environment, allowed reviewers access to more information than previously available.

The portfolio also aided in the identification of enterprise initiatives based on an analysis of the enterprise portfolio as a whole. Category groupings supported identifying shared initiatives at the service and infrastructure level.

The budget initiative evaluation process included a peer review with the agencies. The purpose of the peer review was to gain an understanding of the initiatives' alignment to the agencies' business objectives and to improve the initiatives. Following the peer review OET made assessments for initiatives to be included in the Governor's Budget.

In some cases assessments are accompanied by recommendations intended to improve the likelihood of project success. Budget initiatives are developed quite early in a project's life cycle. During these early planning stages that lead to concept approval and the authority to move forward, issues surface that should be addressed during the implementation of a project. It is not expected that they are matters that should or even could be resolved before a project is approved. They are, rather, reminders to the agency of areas that are expected to be addressed as the project moves forward. These often fall into the areas of scope definition, coordination with other agencies or enterprise efforts, and advice on ensuring the appropriate project management and support resources are planned for the project.

Table of Contents

<u>Agency / Initiative</u>	<u>Page</u>	<u>Agency / Initiative</u>	<u>Page</u>
Accountancy Board	1	Employee Relations Dept	82
Administration Dept	3	Employment & Economic Dev Dept	86
<i>Real Property Enterprise System</i>	13	Enterprise Technology Office	93
Administrative Hearings Office	15	<i>Comprehensive Enterprise Security Program</i>	100
Agriculture Dept	18	<i>Enterprise Information Management</i>	102
<i>Electronic Field Inspection System</i>	30	<i>IT Service Consolidation</i>	104
Amateur Sports Commission	32	<i>MN Electronic Licensing System</i>	106
Animal Health Board	33	<i>Small Agency Technology</i>	108
Arch/Eng Board	35	Finance Dept	110
Arts Board	37	<i>MAPS Risk Management and Replace Plan</i>	115
Asian-Pacific Minnesotans Council	39	Gambling Control Board	117
<i>Technology Upgrade Plan</i>	41	Health Dept	119
Barber/Cosmetologist Examiners Bd	43	<i>Disease Surveillance Modernization</i>	128
Behavioral Health & Therapy Bd	44	Higher Education Office	130
Black Minnesotans Council	46	<i>Learning Network of MN</i>	133
Campaign Finance & Public Discl Board	47	Housing Finance Agency	135
Capitol Area Architectural Planning Board	48	Human Rights Dept	137
<i>Website maintenance</i>	50	<i>Case Management System</i>	139
Chicano Latino Affairs Council	52	Human Services Dept	141
Chiropractic Board	53	Indian Affairs Council	151
Commerce Dept	55	Investment Board	152
Corrections Dept	60	Iron Range Resources & Rehab Board	153
Dentistry Board	64	Judicial Standards Board	155
Dietetic & Nutrition Practice Bd	65	Labor & Industry Dept	156
Disability Council	67	<i>Workers' Compensation System Interface</i>	160
Education Dept (K-12)	68	Lottery	162
<i>Computer-Based Formative Assessment</i>	71	Marriage & Fmly Therapy Board	165
<i>MN Library for the Blind Digital Technology</i>	73	Mediation Service Bureau	167
<i>MN Library for the Blind Software Maintenance</i>	75	Medical Practices Board	168
<i>School Technology Funding</i>	77	Military Affairs Dept	171
Electricity Board	79		
Emergency Medical Svcs Reg Bd	80		

Table of Contents

<u>Agency / Initiative</u>	<u>Page</u>	<u>Agency / Initiative</u>	<u>Page</u>
Minn State Academies	172	Public Safety Dept	224
<i>Computer Technology and Staff (Non-Staff)</i>	173	<i>ARMER System Implement & Upgrade</i>	234
<i>Computer Technology and Staff (Staff)</i>	175	<i>CriMNet Justice Information Integration</i>	236
Natural Resources Dept	177	<i>IT Security & Disaster Recovery</i>	238
<i>Lands Records Management System</i>	187	Public Utilities Commission	240
Nursing Board	189	Racing Commission	242
Nursing Home Admin Board	191	<i>Technology Upgrade</i>	244
Ombudsman for MH & DD	193	Revenue Dept	246
<i>Case Management Software</i>	194	<i>Integrated Tax System</i>	255
Ombudsperson for Families	196	Sentencing Guidelines Commission	257
Optometry Board	198	Social Work Board	259
Peace Officers Stds & Trng Bd	200	Tax Court	260
Perpich Center for Arts Education	202	Transportation Dept	261
Pharmacy Board	205	Veterans Affairs Dept	272
Physical Therapy Board	207	<i>Information Technology</i>	273
Podiatric Medicine Board	209	Veterans Home Board	275
Pollution Control Agency	211	Veterinary Medicine Board	276
Private Detective Board	219	Water & Soil Resources Board	278
Psychology Board	220	Workers Comp Court/Appeals	280
Public Defense Bd	222	Zoological Board	283

Strategic Information

A. Strategic IT Plan: Updated: Prior 2000

B. Emerging business needs to be address with technology over the next 2-4 years:

Please see "E" below.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Conversion to a new licensing database along with the Board of AELSLAGID. Annual updating of online renewal system.

C2. Constraints and impediments to success:

The Board must rely on contractors to complete the work, thus increasing the cost of the project with no IT funding appropriated to the Board.

C3. Platform, architectural or data concerns to be addressed:

Migration of all users to Office 2003.

D. Major IT related strategies or initiatives over the next 2-4 years:

Please see "E" below.

E. Projects or applications with potential for benefiting other agencies:

The Board of Accountancy has combined on an administrative level with the Board of AELSLAGID. The next step, once the Board of AELSLAGID's new database is implemented, will be to migrate the Board of Accountancy data to the same database, thus creating one source for all information.

F. How organized to manage project management and systems development:

The Board relies on communication between the Executive Director and the staff member in charge of the project to ensure that the project remains on track and within the budget.

G. Processes or services that could be performed by other agencies:

The Board does not have its own IT department, but handles basic IT maintenance (deploying new workstations, maintaining the database, etc.) The Board must currently rely on contractors for issues involving networking, firewall, database programming and web development issues. These types of issues could easily be handled by the Help Desk and staff of the Office of Enterprise Technology or other large agency with an IT staff.

H. Potential conflicts with state information strategies, architecture and policy:



The Board does not have adequate staff or funding to quickly implement any new initiatives created by the State of Minnesota.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100		\$3,316	\$24,518	\$9,322	\$4,990	\$986	\$8,495					\$51,626
2005 Total:			\$3,316	\$24,518	\$9,322	\$4,990	\$986	\$8,495					\$51,626
2006	100	\$0	\$342	\$1,435	\$14,997	\$3,483	\$0	\$3,266	\$0	\$0	\$0		\$23,522
2006 Total:		\$0	\$342	\$1,435	\$14,997	\$3,483	\$0	\$3,266	\$0	\$0	\$0		\$23,522
Agency Total:		\$0	\$3,658	\$25,953	\$24,319	\$8,472	\$986	\$11,761	\$0	\$0	\$0		\$75,148

Agency IT Portfolio: Accountancy Board

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
BOA	Licensing database for the Board of Accountancy	Licenses or permits	Specific sub-group of customers or clients	Server	1996	2005	Decline	0 - \$100k
Business Value: 		Technical Condition: 		Comments: The database will eventually be combined with the Board of AELSLAGID's upgraded SQL database.				

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2002

B. Emerging business needs to be address with technology over the next 2-4 years:

- Real Property Management
- Sourcing
- Shared Services
- MAPS/Procurement
- Coordination of geospatial data management and data integration
- Web mapping services
- Expanded demand for GIS consulting services

C1. Major information or technology issues to be addressed over the next 2-4 years:

- Funding for new systems including Real Property, MAPS/Procurement, Grants Management
- Information security, including data practices issues
- State Capitol renovation including IT infrastructure and security
- Increase standardization and reduce redundant and unnecessary investments in geospatial/GIS technology, data and services through technology integration

C2. Constraints and impediments to success:

- Agency collaboration
- Financial resources
- Champions
- Culture
- Available workforce (general)
 - Limited Oracle DBA expertise
- Network bandwidth bottlenecks for images and other large files
- Scalability of applications
- 24/7/365 availability and support

C3. Platform, architectural or data concerns to be addressed:

- Improve standardization of data
- Authentication/security issues

D. Major IT related strategies or initiatives over the next 2-4 years:

- Real Property
- MAPS/Procurement
- Data Practices information
- Shared Services CRM System
- Develop and implement an enterprise strategy for providing GIS services
- Grants Management
- MAPS/Procurement
- Data Practices information
- Shared Services CRM System
- Develop and implement an enterprise strategy for providing GIS services
- Grants Management

E. Projects or applications with potential for benefiting other agencies:

- Real Property
- MAPS/Procurement
- Shared Services, such as Financial Management, Human Resources
- Fleet Management
- Northstar Mapper
- MN Node for National Environmental Information Exchange Network (NEIEN)
- Grants Management

F. How organized to manage project management and systems development:

- Limited resources; additional resources (IT) are required to implement major initiatives, such as Real Property
- GIS Services provided by Land Management Information Center/Office of Geographic and Demographic Analysis; Governor's Council on Geographic Information provides advice

G. Processes or services that could be performed by other agencies:

- Financial Management
- Human Resources
- IT Support
- Travel Management
- Procurement transactions

H. Potential conflicts with state information strategies, architecture and policy:

- Security policies
- Geospatial technology services involve updates and data exchanges with organizations, primarily local and federal - conflicts with state strategies and policies that narrowly restrict access to state servers from outside of local networks

Agency IT Portfolio: Administration Dept

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	060							\$0					\$0
2005	100	\$686,575	\$13,617	\$328	\$795,570	\$166,931	\$208,672	\$196,952	\$6,604				\$2,075,249
2005	174	\$134,286	\$195		\$71,513	\$16,125	\$25,603	\$57,839	\$25				\$305,585
2005	200	\$533,069	\$26,577	\$5,880	\$209,339	\$9,531	\$84,161	\$7,992	\$963		\$2,589		\$880,102
2005	300	\$1,778		\$66,668	\$9,145	\$8,409	\$2,493	\$3,416	\$625				\$92,534
2005	410			\$59,032	\$7,098	\$16,132	\$5,281	\$4,728					\$92,271
2005	820	\$249,240	\$9,360	\$72,813	\$30,727	\$96,601	\$162,583	\$18,525	\$1,344				\$641,193
2005	840	\$96,517	\$2,817	\$1,170	\$22,205	\$21,704	\$7,863		\$504				\$152,779
2005	870					\$129							\$129
2005	890				\$8,217	\$17,541	\$2,268		\$985				\$29,011
2005	910		\$115	\$69,440	\$435,818	\$16,975	\$71,197	\$54,394					\$647,940
2005	930	\$48,528			\$16,677	\$7,302	\$2,810		\$13,135				\$88,453
2005	940	\$233,173	\$1,731	\$103,608	\$446,774	\$8,979	\$26,081	\$21,898	\$7,176				\$849,420
2005	941	\$22,089			\$74,646	\$2,671	\$5,573						\$104,979
2005	980	\$5,484			\$12,383	\$1,670	\$1,328						\$20,865
2005	991	(\$46)											(\$46)
2005 Total:		\$2,010,694	\$54,411	\$378,938	\$2,140,113	\$390,699	\$605,914	\$365,745	\$31,361		\$2,589		\$5,980,464
2006	100	\$577,613	\$14,327	\$13,719	\$68,264	\$167,970	\$55,534	\$9,948	\$5,552	\$0	\$0		\$912,926
2006	174	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
2006	200	\$195,601	\$1,770	\$275	\$246	\$5,656	\$36,803	\$0	\$12,670	\$0	\$0		\$253,021
2006	300	\$10,007	\$0	\$123,818	\$4,800	\$4,263	\$16,834	\$1,616	\$0	\$0	\$0		\$161,337
2006	410	\$0	\$0	\$33,417	\$42,763	\$35,238	\$5,833	\$2,626	\$0	\$0	\$0		\$119,878
2006	500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0

Agency IT Portfolio: Administration Dept















IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2006	820	\$260,072	\$800	\$40,675	\$29,119	\$115,499	\$404,502	\$5,696	\$4,811	\$0	\$0		\$861,174
2006	840	\$96,954	\$6,282	\$4,290	\$18,014	\$16,647	\$3,960	\$17,530	\$0	\$0	\$0		\$163,676
2006	890	\$0	\$0	\$0	\$8,809	\$66,202	\$3,976	\$4,260	\$2,501	\$0	\$0		\$85,748
2006	910	\$0	\$0	\$0	\$15,342	\$15,570	\$28,749	\$21,181	\$6,279	\$0	\$0		\$87,121
2006	930	\$35,279	\$0	\$0	\$37,727	\$5,294	\$161	\$0	\$750	\$0	\$0		\$79,210
2006	940	\$247,018	\$532	\$25,061	\$387,802	\$6,693	\$11,696	\$13,684	\$27,294	\$0	\$0		\$719,779
2006	941	\$22,718	\$0	\$0	\$17,341	\$9,500	\$13,940	\$10,610	\$0	\$0	\$0		\$74,108
2006	980	\$5,278	\$241	\$0	\$14,586	\$1,733	\$1,004	\$7,147	\$0	\$0	\$0		\$29,989
2006 Total:		\$1,450,536	\$23,951	\$241,254	\$644,814	\$450,265	\$582,991	\$94,299	\$59,856	\$0	\$0		\$3,547,967
Agency Total:		\$3,461,231	\$78,362	\$620,192	\$2,784,928	\$840,964	\$1,188,905	\$460,044	\$91,217	\$0	\$2,589		\$9,528,431

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
AccuTrack Business Manager	Pitney Bowes software application to collect and aggregate different kinds of postage costs in order to invoice state agencies for mailing	Other	Other state agencies or bodies	Server	2002	2003	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
ACTS	Track admin fees from contracted manufacturers	Manage MMCAP Admin Fee	MMCAP Staff	Server	2003	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Admin Fee System (AFS)	Web-based application used by MMD staff to enter, track and report on Admin Fees	Other	Mostly internal to agency	Server	2006	2006	Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
AIA Documents	American Institute of Architect's portfolio of Contract Documents for use on Design and Construction projects.	Building and real estate management	Vendors or business partners	PC	2004	2004	Other	0 - \$100k
	Business Value:	Technical Condition:	Comments: We use the AIA documents on every project that we do. Having the software allows us, MMD, and other state agencies, to distribute the document electronically.					
Budgeting vs Expenditure Program	Budgeting vs Expenditure Program	Accounting and budgeting	Mostly internal to agency	Server		2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Web enabled					
Claims Management System (Riskmaster)	Risk Management Information System (Claims and Financial Tracking)	Accounting and budgeting	Mostly citizens at large	Server	1995	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Approx. annual cost \$25K					
CMS-MMCAP (Contact Management System)	Tracks contacts and participation information for 5,000 eligible facilities	MMCAP Facility management	MMCAP Staff	Server	2004	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
CMS-WSCA/NASPO (Contact Management System)	Tracks and manages participant information for WSCA/NASPO PC Contracts	WSCA/NASPO Facility management	WSCA/NASPO Staff	Server	2004	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					















Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Cognos Report Writing Tools		Report generation and management	MMD and MMCAP Management and Staff	Server	2005	2006	Emerging	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Computer Aided Facilities Management System	Computer Aided Facilities Management System for on-demand work, preventative maintenance and space management	Building and real estate management	Mostly internal to agency	Server	1999	2005	Growth	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Contract Information System	Web-based application used by MMD Acquisition Management Specialists to enter, edit, track and report on contract releases/contracts that they are responsible for.	Manage, Track and Report on Contracts	Mostly internal to agency	Server	2006	2006	Emerging	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Customer Service Satisfaction Survey	Perseus Survey Solutions	Customer Survey	Mostly internal to agency	PC	2002	2002	Growth	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Datanet	Datanet is a "decision support" web service that provides flexible query, report generation, and mapping of demographic and socioeconomic data about Minnesota.	Any research or business purpose that requires data about Minnesota's population or economy.	Policy analysts in state and local government, researchers, educators, general public.	Server	1994	2004	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Datanet's continued value depends upon keeping the available data current. Most current benefits derive from 2000 Census data.					
Digital Video Manager	Security camera digital video recording system	Building and real estate management	Other state agencies or bodies	Server	2002	2006	Growth	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments:					
DMAS (Distribution Management/Accounting System)	DMAS functions include Order Entry, Manage Inventory, Invoice, Accounts Receivable and other accounting functions, Sales Analysis, etc.	Retail Sales	Mostly citizens at large	IBM AS/400	1985	2002	Decline	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Software slated for replace during FY-07					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Energy Monitoring	Energy database to track energy consumption and cost information for state agencies.	Energy Management	Other state agencies or bodies	Server	Prior 1985	2005	Other	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Enterprise Building Integrator	Building automation, fire and security manager	Building and real estate management	Mostly internal to agency	Server	1999	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Floor and Building Plan System	Computer aided drafting	Building and real estate management	Mostly internal to agency	PC	1994	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: We require all projects to be done on Autocad; we read the drawings of others and use Autocad on small in-house projects.					
Foreign Outsourcing	Web-based application for Entering, Tracking and Reporting Foreign Outsourcing for Professional Technical Contracts used by MN State Agencies.	Data Storage, Tracking and reporting	Other state agencies or bodies	Server	2005	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
GavelMaster	Auction software - maintains inventory of items to be sold, records bids, creates invoices, reporting	Auction Sales support	Mostly internal to agency	Server	2001	2001	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Likely will be replaced with web-based system during FY07					
GeoGateway	A MN Geospatial Clearinghouse application that allows users to search for data needed for GIS applications. Searches are based on standardized metadata descriptions	Any business purpose that is supported by GIS	GIS specialists, mostly in state and local government agencies	Server	1998		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: This application serves as a portal to metadata catalogs maintained by federal, state, and local partners. It uses nationally adopted standards for metadata, data searching, and communications protocols.					
GPO - Group Purchasing System	Contract for support of pharmaceutical information and analysis	Manage MMCAP GPO	MMCAP Staff	Server	1999	2006	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Macola	OSC uses Macola to process customer orders, maintain inventory, invoice customers Business Value: 	Sales of Office Products Technical Condition: 	Other state agencies or bodies	Server	1991	2003	Decline	0 - \$100k
			Comments: OSC is in the process of 3 phases of upgrades to reach the most current version (Macola ES - which is SQL-based). At its current level, it does not meet all of the needs of the organization.					
Macola	Accounting & POS, invoicing Business Value: 	Accounting and budgeting Technical Condition: 	Mostly internal to agency	Server	1995	2004	Maturity	0 - \$100k
			Comments: Anticipate upgrade to SQL version within two years.					
MAD Time Reporting System	Tracks all client projects, billable and non-billable consultant and staff hours. Necessary to generate invoices to clients. Business Value: 	Accounting and budgeting Technical Condition: 	Other state agencies or bodies	PC	1996		Maturity	0 - \$100k
			Comments:					
MasterSpecs	Master Specifications for Construction Projects Business Value: 	Building and real estate management Technical Condition: 	Mostly internal to agency	PC	2002	2005	Growth	0 - \$100k
			Comments: Required to keep up with Architectural knowledge and processes					
Maximus M5 Fleet Focus	fleet management information tracking system Business Value: 	Other Technical Condition: 	Other state agencies or bodies	Server	2005	2005	Growth	0 - \$100k
			Comments:					
MMCAP Usage System	Tracks and reports on pharmaceutical purchases and trends Business Value: 	Manage MMCAP Sales Data Technical Condition: 	MMCAP Staff	Server	2004	2006	Growth	0 - \$100k
			Comments:					
MMD Professional Technical Contract Database	MS Access database w/programming code to track, edit, store, manage and report on Professional Technical Contracts generated by state agencies Business Value: 	Data storage, management and reporting Technical Condition: 	Mostly internal to agency	Data is stored on an MS SQL 2000 server. The program runs on a PC.	1991	2004	Maturity	0 - \$100k
			Comments:					

Agency IT Portfolio: Administration Dept

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
MMD WEB Hosting	MS IIS 6.0 Application used to run and manage the MMD web site.	Serve MMD Web pages	Other State Agencies, political subdivisions, citizens of MN, individuals and agencies in other states and countries, vendors and MMD staff.	Server	1996	2004	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
National Drug Code - Product Resolution System	NDC-PRS	Manage NDC Indexes and Sales cross references	MMCAP Staff	Server	2005	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
NorthStar Mapper	A comprehensive web service that allows technical GIS users to identify and download available data for their applications and other users to produce custom maps for Minnesota.	Any business purpose that is supported by GIS	GIS specialists, mostly in state and local government agencies	Server	2006		Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments: NorthStar Mapper uses web mapping services and data that have the potential to support most GIS business applications of other state agencies and could serve as a foundation for an integrated emergency response system.					
Oracle Database Management, Tracking and Reporting System		manage, track SIS related data	MMD and MMCAP Management and Staff	Server	2005	2006	Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Parking management system for PMD facilities	AIMS parking system	Parking Application	All employees/visitors to PMD buildings	PC	2005	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
PeachTree Complete Accounting	PeachTree for financial statements and some accounts receivable	Accounting and budgeting	Mostly internal to agency	Not sure Installed by OET	2000	2006		0 - \$100k
	Business Value:	Technical Condition:	Comments: The cost of the software is cheap. If the files are corrupted, the impact would be large.					
Project Archive System	Archiving software; holds all our archived projects	Building and real estate management	Specific sub-group of customers or clients	PC	2004	1999	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Required for renovation and other projects					

Agency IT Portfolio: Administration Dept

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Risk Management System (Risk 360)	Program used for policy issuance & insurance premium calculation & reporting	Accounting and budgeting	Other state agencies or bodies	Server	2000	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Approx. annual cost \$35K					
SIS - Spend Intelligence System	Spend analysis system	Spend Intelligence	MMD and MMCAP Management and Staff	Server	2005	2006	Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Space Management (AutoCAD)	Computer Aided Drafting software	Building and real estate management	Other state agencies or bodies	PC	2000	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Survey Pro	Web and paper based customized survey software to support complex analytical surveys.	Other	Local government/Higher Ed/E-12 Ed	PC	1995	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Training Registration System	Tracks all training dates, registrations, student history, invoicing and budgeting.	Accounting and budgeting	Other state agencies or bodies	Other	2005		Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Unplatted Burial Sites and Earthworks in Minnesota	A web service that provides authenticated access to locations of identified unplatted burial sites in Minnesota.	Any research or business purpose that requires data about Minnesota's population or economy.	Mostly counties, but also state agencies that have programs that may potentially disturb protected burial sites.	Server	2000	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: This application supports a critical responsibility of the Office of the State Archaeologist.					
VoiceFax/VFAdmin	Entry, Tracking and Reporting System for MN State Procurement Contract Releases, Contracts and Construction Project Plans and their Planholders. Also - Fax/Broadcast System to fax requested contract release/contract documents to registered users such as state agencies, cities, counties and political subdivisions and broadcast faxes that have pertinent information to the users/groups.	Procurement	Local government/Higher Ed/E-12 Ed	PC	1995	1999	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
Real Property	4/4/2005	6/30/2008	Enterprise	Business Process	Reduced Cost	New Application	Strategic
Strategic Sourcing	4/4/2005	12/31/2006	Enterprise	Business Process	Reduced Cost	Maintenance or Operation	Strategic

IT Budget Initiative

Initiative: Real Property Enterprise System

The Real Property Management System is a web-enabled management and operational system that will facilitate the information needs to effectively manage the state's real property portfolio.

FY2008-09: \$6,713,000 FY2010-11: \$2,302,000

Assessment

Assessment:

Comments: ... because it is a well established project with good project governance and review processes in place, and is consistent with centers of excellence strategy and shared service with multiple agencies. It addresses a high priority need and is consistent with the agency's strategic information strategy.

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Shared & Cross-Agency Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Drive to Excellence (DTE); consistent with Centers of Excellence strategy; shared service with multiple agencies
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Admin's number one priority. Consistent with agency's strategic information
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Agency will address need for project management expertise in-house in addition to vendor resource.
4. Are the cost estimates for this project reasonable?	Yes.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	DTE has identified the Archibus system currently used by multiple agencies--decision is to move forward with that as an enterprise solution.
6. Can this initiative be combined with another proposed initiative?	This is a DTE enterprise initiative.
7. Will the results of this initiative be shareable with other agencies?	This is a DTE enterprise initiative. Ten systems are currently used by large custodial agencies; some smaller custodial agencies are using spreadsheets; 22 agencies manage property.

IT Budget Initiative

Initiative: Real Property Enterprise System

Evaluation

8. How adaptable is this initiative to address future needs?

This initiative focuses on facilities. Adaptable to address other needs in the future.

9. What is the magnitude of the positive outcomes expected of this initiative?

Good. Enterprise solution for all agencies for facilities management and non-mission critical land management.

Overall Comments:

This initiative is to provide an enterprise solution for managing facilities and non mission critical lands.

Strategic Information

A. Strategic IT Plan: Updated: 2005

B. Emerging business needs to be address with technology over the next 2-4 years:

Improvement in quality of recordings of hearings; real time document filing and scheduling; improvement in telecommunications

C1. Major information or technology issues to be addressed over the next 2-4 years:

Digital recording of hearings; improved website and real time online document filing and scheduling; VOIP

C2. Constraints and impediments to success:

Budget, relocation of agency to Stassen Building, DLI's Imaging system inability to accommodate OAH needs

C3. Platform, architectural or data concerns to be addressed:

DLI's imaging system

D. Major IT related strategies or initiatives over the next 2-4 years:

Integration of OAH's billing system into MAPS; digital recording; website design, on line real time filings; VOIP

E. Projects or applications with potential for benefiting other agencies:

Digital recording; website design; online real time document filing and calendaring; relocation to Stassen Building

F. How organized to manage project management and systems development:

IT staff of two full time employees and maintenance contract with vendor

G. Processes or services that could be performed by other agencies:

unknown

H. Potential conflicts with state information strategies, architecture and policy:

unknown

IT Spend





Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100						\$1,076	\$6,531					\$7,608
2005	320	\$125,236		\$92,255	\$59,211	\$93,550	\$7,837	\$249,729					\$627,819
2005	904	\$7,895		\$9,250	\$48,167	\$17,828	\$832	\$45,654					\$129,626
2005 Total:		\$133,131		\$101,505	\$107,378	\$111,378	\$9,746	\$301,915					\$765,052
2006	100	\$0	\$0	\$0	\$0	\$20,465	\$318	\$0	\$0	\$0	\$0		\$20,782
2006	320	\$137,092	\$0	\$146,576	\$1,498	\$62,082	\$1,474	\$0	\$0	\$0	\$0		\$348,723
2006	904	\$8,292	\$0	\$16,286	\$9,828	\$14,443	\$65	\$0	\$0	\$0	\$0		\$48,914
2006 Total:		\$145,384	\$0	\$162,863	\$11,326	\$96,990	\$1,856	\$0	\$0	\$0	\$0		\$418,419
Agency Total:		\$278,515	\$0	\$264,368	\$118,704	\$208,367	\$11,602	\$301,915	\$0	\$0	\$0		\$1,183,471

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Extended Features for Outlook	Provides officewide Outlook Calendar and docketing that integrates with Juris Business Value: 	Other Technical Condition: 	Mostly internal to agency	Server	2005	2005	Other	0 - \$100k
Comments: This EFO integration with Juris and Outlook makes our email system VERY unique.								
ISYS	Software to search Indexed case documents/decisions Business Value: 	Other Technical Condition: 	Mostly internal to agency	Server	1999	2001	Other	0 - \$100k
Comments:								
Microsoft Exchange 2003	Network email system Business Value: 	Other Technical Condition: 	Mostly internal to agency	Server	2005	2005	Other	0 - \$100k
Comments:								
Microsoft Office 2003 Suite	Word, Excel, Outlook, PowerPoint Business Value: 	Other Technical Condition: 	Mostly internal to agency	PC	2005	2005	Other	0 - \$100k
Comments:								
Microsoft Server 2003	Server operating system Business Value: 	Other Technical Condition: 	Mostly internal to agency	Server	2005	2005	Other	0 - \$100k
Comments:								
Microsoft SQL Server	Server operating system Business Value: 	Other Technical Condition: 	Mostly internal to agency	Server	2005	2005	Emerging	0 - \$100k
Comments:								
Microsoft Windows XP	Workstation operating system Business Value: 	Other Technical Condition: 	Mostly internal to agency	PC	2005	2005	Other	0 - \$100k
Comments:								
Norton AntiVirus	AntiVirus protection for servers and workstations on network Business Value: 	Procurement Technical Condition: 	Mostly internal to agency	Server	2005	2005	Other	0 - \$100k
Comments:								
Symantec Ghost	Software for setting up and upgrading workstations and laptops Business Value: 	Other Technical Condition: 	Mostly internal to agency	Server	2005	2005	Other	0 - \$100k
Comments:								

Agency IT Portfolio: Administrative Hearings Office

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Veritas Backup	Software for backing up network and data	Other	Mostly internal to agency	Server	2005	2005	Other	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
VMWare GSX Server	VMWare GSX Server version 3.2.0	Other	Mostly internal to agency	Server	2005	2005	Other	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2006**B. Emerging business needs to be address with technology over the next 2-4 years:**

1. Migrate several program areas (i.e. dairy, food, fruit & vegetable) from paper based inspection processes to electronic system(s) which includes remote field devices.
2. Establish high-speed, secure remote connectivity for mobile workforce.
3. Integrate user-friendly GIS data, capabilities and technology into existing and new applications (i.e. enable invasive species surveyors to analyze the effects of treatments on populations).
4. Expand e-government offerings by migrating more business services to web interactive channels.
5. Implement business continuity/disaster recovery plans.

C1. Major information or technology issues to be addressed over the next 2-4 years:

- Analysis and implementation of a document management system solution.
- Improved data integration of disparate department-wide software applications (i.e. Laboratory Information System, Licensing Information System, and Compliance Information System).
- Increased emphasis on security, particularly mobile device security and data encryption.
- Move select locational data from text-based to GIS-based storage and maintenance systems.
- Wireless and high-speed access to network systems.
- Identity management and security for e-gov services.

C2. Constraints and impediments to success:

- Lack of in-house expertise and experience.
- Cost of technology and workforce.
- Constant changes in prevailing technologies.
- Lack of state-wide standards.

C3. Platform, architectural or data concerns to be addressed:

- Operating system upgrades (i.e. Windows Vista, Linux, Windows Server).
- Open standards.

D. Major IT related strategies or initiatives over the next 2-4 years:

1. Maintain a solid foundation of IT infrastructure that enables MDA to achieve its mission.
2. Provide employees with reliable access to computing and network services regardless of location.
3. Align, innovate and transform applications to current and future business needs.
4. Develop policies and implement procedures that protect data and information technology resources.
5. Plan for full cost of technology, including on-going replacement, support, and future investments.
6. Maintain and develop exceptional employees in Information Technology Division.

E. Projects or applications with potential for benefiting other agencies:

The department is entering final stages (testing, deployment & training) for a compliance information system pilot project using a customized shelf-ware work flow management toolset with web interface to replace paper-based inspection processes with an electronic solution.

F. How organized to manage project management and systems development:

A prescribed, standardized process exists to manage existing and new projects. New requests are submitted using approved department templates. Projects are reviewed for merit by IT team and executive team for prioritization. A project lead is assigned, work plan/schedule is developed, resources identified (internal or contractor), project initiated and tracked.

G. Processes or services that could be performed by other agencies:

Email administration and service.

H. Potential conflicts with state information strategies, architecture and policy:

No conflicts have been identified at this time.

Agency IT Portfolio: Agriculture Dept

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$706,170	\$13,088	\$1,028	\$291,582	\$205,003	\$118,647	\$113,858	\$2,677				\$1,452,053
2005	200	\$318,709			\$3,045	\$3,372		\$3,897	\$605				\$329,628
2005	208		\$458	\$52,715	\$219,551	\$110,758	\$38,064	\$88,512	\$678				\$510,736
2005	300	\$981		\$12,000	\$13,915	\$11,072	\$9,051	\$15,358					\$62,377
2005	331					\$2,110							\$2,110
2005	610	\$16,088											\$16,088
2005	690				\$604		\$27						\$631
2005 Total:		\$1,041,949	\$13,545	\$65,743	\$528,697	\$332,316	\$165,789	\$221,625	\$3,960				\$2,373,623
2006	100	\$596,586	\$52,478	\$197	\$308,489	\$223,529	\$89,292	\$66,425	\$11,533	\$347	\$0		\$1,348,875
2006	200	\$350,994	\$5,174	\$0	\$41,753	\$4,727	\$602	\$1,330	\$5,681	\$0	\$0		\$410,261
2006	208	\$69,814	\$1,335	\$183,545	\$36,814	\$98,391	\$111,947	\$46,494	\$2,341	\$0	\$0		\$550,680
2006	300	(\$3,225)	\$0	\$9,785	\$32,056	\$14,287	\$5,115	\$19,784	\$0	\$0	\$0		\$77,802
2006	331	\$0	\$0	\$29,000	\$2,729	\$1,960	\$32	\$0	\$0	\$0	\$0		\$33,721
2006	610	\$35,713	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$35,713
2006 Total:		\$1,049,882	\$58,987	\$222,527	\$421,841	\$342,895	\$206,988	\$134,032	\$19,555	\$347	\$0		\$2,457,052
Agency Total:		\$2,091,830	\$72,532	\$288,270	\$950,538	\$675,211	\$372,776	\$355,657	\$23,515	\$347	\$0		\$4,830,675

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
ADaMS	Tracks inspections, investigations and violations from the Pest/Fert division.	Regulatory	Mostly internal to agency	PC	1995	1996	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
AGBMP	Detailed tracking of loans disbursed by counties/banks for farm improvements	Accounting and budgeting	Mostly internal to agency	PC	1996	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
agmailing	Stores and producing mailing list of various Ag and gov't entities.	communications	Mostly internal to agency	PC	1996	1998	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
amd_supplies	Tracks and orders office supplies	Procurement	Mostly internal to agency	PC	1999	2003	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Animal Damage Control (ADC)	Tracks livestock damage due to predation predominately by wolves.	Environmental protection	Specific sub-group of customers or clients	PC	1998	1998	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
animal_ord	Collects and displays county animal ordinance information	Legislation and policy	Mostly citizens at large	Server	2006	2006	Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
arborist	Allows certified arborists to enter their info for MDA via the web	Regulatory	Mostly internal to agency	Server	2004	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
arborist_priv	Allows program manager to manage the data collected from the web input form 'Arborist'	Regulatory	Mostly internal to agency	Server	2004	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
ARCGIS	Allows maps to be served to any browser	Environmental protection	Mostly internal to agency	Server	2004	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					


Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
assets	Tracking of agency assets Business Value: 	Accounting and budgeting Technical Condition: 	Mostly internal to agency	PC	1998	2001	Maturity	0 - \$100k
Attendance	Tracks attendance - used during the strike - not currently in use Business Value: 	Payroll and Insurance Technical Condition: 	Mostly internal to agency	PC	2001	2001	Maturity	0 - \$100k
Blackberry	Allows email to be synched between Groupwise and the blackberry devices Business Value: 	Communication Technical Condition: 	Mostly internal to agency	Server	2004	2005	Maturity	0 - \$100k
ccrefunds	Calculates and tracks corn farmer reimbursements Business Value: 	Transfer payments and aids Technical Condition: 	Mostly internal to agency	PC	2005	2005	Growth	0 - \$100k
chemstation	Aids in chemical analysis of data received from various laboratory analytical devices Business Value: 	Analysis Technical Condition: 	Mostly internal to agency	PC	1996	2004	Maturity	0 - \$100k
CIS	Dept wide inspect/compliance system Business Value: 	Environmental protection Technical Condition: 	Mostly internal to agency	PC	2006	2006	Emerging	\$100k - \$500k
Cisco 3620	Manages phone line connections and modems for remote access via Citrix Business Value: 	Communication Technical Condition: 	Mostly internal to agency	Other	1998	2002	Maturity	0 - \$100k
Citrix	Allows MDA personnel to access a desktop when away from the agency. Business Value: 	Communication Technical Condition: 	Mostly internal to agency	Server	1998	2004	Growth	\$100k - \$500k
contact_info	Provides names of number for people of interest for emergency contacting. Business Value: 	Environmental protection Technical Condition: 	Mostly internal to agency	Server	2004	2004	Maturity	0 - \$100k

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
corpfarm	Tracks info and entites related to corporate farms Business Value:	Legislation and policy Technical Condition:	Mostly internal to agency Comments:	PC	1998	2001	Decline	0 - \$100k
cpdt	Provide farmers with funding options for conservation programs Business Value:	Environmental protection Technical Condition:	Specific sub-group of customers or clients Comments:	Server	2006	2006	Emerging	0 - \$100k
Dairy Diagnostics	Helps farmers identify deficiencies in their operations Business Value:	Economic Development Technical Condition:	Specific sub-group of customers or clients Comments:	Server	2002	2003	Maturity	0 - \$100k
Dairy Drug Screening	Tracks samples and results of milk submitted for drug testing Business Value:	Regulatory Technical Condition:	Mostly internal to agency Comments:	PC	1994	2000	Maturity	0 - \$100k
dairy_proc	Generates and tracks monthly invoices for dairy plants buying grade A & B milk Business Value:	Accounting and budgeting Technical Condition:	Mostly internal to agency Comments:	PC	2003	2003	Decline	0 - \$100k
dairyinsp	Allows field inspector to access a subset on dairy inspection data via the web Business Value:	Regulatory Technical Condition:	Mostly internal to agency Comments:	Server	2000	2000	Maturity	0 - \$100k
directory	Manages producer group contacts Business Value:	Communication Technical Condition:	Specific sub-group of customers or clients Comments:	PC	1999	2004	Maturity	0 - \$100k
emerald ash borer	Tracks inof on emerald ash borer sightings and has a corresponding mapping service Business Value:	Environmental protection Technical Condition:	Specific sub-group of customers or clients Comments:	Server	2005	2006	Growth	0 - \$100k
employee tracking	Pulls employee data from ia_warehouse for use in phone billing recharges Business Value:	Accounting and budgeting Technical Condition:	Mostly internal to agency Comments:	PC	1998	2000	Maturity	0 - \$100k

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
renewal	Allows for licenses to be applied for and renewed on the web Business Value: 	Licenses or permits Technical Condition: 	Mostly citizens at large	Server	2005	2006	Growth	\$100k - \$500k
examhand	Grain inventory inspections Business Value: 	Regulatory Technical Condition: 	Mostly internal to agency	PC	1995	2004	Maturity	0 - \$100k
Farm Advocates	Tracks client info for the farm advocate program Business Value: 	Economic Development Technical Condition: 	Specific sub-group of customers or clients	Server	1995	1999	Maturity	0 - \$100k
Farm Loan Tracking	Tracks status of repayment of farm loans Business Value: 	Accounting and budgeting Technical Condition: 	Mostly internal to agency	PC	1998	2003	Maturity	0 - \$100k
FDAEIS2003	Captures, reports and tracks info on retail food inspections Business Value: 	Regulatory Technical Condition: 	Mostly internal to agency	PC	2004	2004	Decline	0 - \$100k
Food Compalint Desk	Tracks data on call-in complaints on food establishments Business Value: 	Regulatory Technical Condition: 	Mostly internal to agency	PC	1994	1997	Decline	0 - \$100k
food_gps_report	Takes GPS data from the field and updates that info into the licensing system Business Value: 	Regulatory Technical Condition: 	Mostly internal to agency	PC	2006	2006	Emerging	0 - \$100k
fpsurvey	Allows field inspectors to upload data collected on pests found in the field Business Value: 	Environmental protection Technical Condition: 	Mostly internal to agency	Server	2003	2004	Maturity	0 - \$100k
fpsurvey_mgmt	Allows for in-house coordinators to manage data received from the field Business Value: 	Environmental protection Technical Condition: 	Mostly internal to agency	Server	2003	2004	Maturity	0 - \$100k

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
GIS Labels	Provides labels with a unique ID for inspectors to gather GIS info in the field	Environmental protection	Mostly internal to agency	PC	2003	2003	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
grain	Tracks grain inspection and analysis data and generates certificates of quality and billing info	Quality Assurance	Specific sub-group of customers or clients	PC	2003	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Groupwise	Allow MDA personell to access email from any web browser	Communication	Mostly internal to agency	Server	2000	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Groupwise	Email and groupware product	Communication	Mostly internal to agency	Server	1996	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Heat	Provides help desk support and cost recharges for services performed by ITD	Accounting and budgeting	Mostly internal to agency	PC	1998	1998	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Inspections	Pulls data from LIMS system and combines it with inspection info for various reporting purposes	Regulatory	Mostly internal to agency	PC	2003	2003	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
insprtrak	Tracks and report violations on retail food establishments	Regulatory	Mostly internal to agency	PC	1998	1998	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
intertech phone bill	Calculates recharges to the divisions based on info from the inter tech phone bill	Accounting and budgeting	Mostly internal to agency	PC	1998	2000	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
IP Telephony	IP Based phone system	Communication	Mostly internal to agency	Server	2005	2005	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Isenex	Laboratory temperature monitoring system Business Value:	Monitoring Technical Condition:	Mostly internal to agency Comments:	PC	2006	2006	Growth	0 - \$100k
Juniper	Allows external MDA networks/workstations to access the main network via a broadband connection. Business Value:	Communication Technical Condition:	Mostly internal to agency Comments:	Server	2005	2006	Growth	0 - \$100k
kellydata	Generates a file of a subset of licensing data that is sent to Kelly Systems inc. Business Value:	Licenses or permits Technical Condition:	Mostly citizens at large Comments:	PC	2001	2004	Maturity	0 - \$100k
Lender	Tracks farm loan lenders and their status Business Value:	Economic Development Technical Condition:	Mostly internal to agency Comments:	PC	1997	2003	Maturity	0 - \$100k
Lenders	Shows authorized ag banks by county Business Value:	Economic Development Technical Condition:	Specific sub-group of customers or clients Comments:	Server	2005	2005	Maturity	0 - \$100k
LIMS_EPA_DATA	Pulls analytical data from the Lab Info system to be used for EPA reporting purposes. Business Value:	Environmental protection Technical Condition:	Mostly internal to agency Comments:	PC	2003	2003	Maturity	0 - \$100k
LIS	handles all licensing and invoicing data and reports Business Value:	Licenses or permits Technical Condition:	Mostly internal to agency Comments:	PC	2000	2006	Growth	\$100k - \$500k
LIS Utilities	Allows for custom data dumps for various reasons Business Value:	Licenses or permits Technical Condition:	Mostly internal to agency Comments:	PC	2002	2004	Maturity	0 - \$100k
lis_import	Pulls data from the Licensing Information System into the Dairy Inspection program Business Value:	Licenses or permits Technical Condition:	Mostly internal to agency Comments:	PC	2001	2002	Maturity	0 - \$100k



















Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
maillist	Manages contact data for various types of mailing lists	Information dissemination	Mostly internal to agency	PC	1998	2001	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
manure	captures and certifies analytical data on manure.	Regulatory	Mostly internal to agency	PC	2002	2002	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
market	Helps to locate MN sellers for buyers	Economic Development	Businesses or professions	PC	2003	1999	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
mdalis	Allows for license data to be looked up on the web by MDA inspectors	Licenses or permits	Mostly internal to agency	Server	2002	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
mdalisp	Allow for licensing data to be looked up on the web	Licenses or permits	Mostly citizens at large	Server	2002	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
mdatraining	Web based app that allows users to sign up for training classes at MDA	Training	Mostly internal to agency	Server	1999	2000	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
media	Manages contact info for MN media	Communication	Mostly internal to agency	PC	1996	1998	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
mgo_data	Manages data on expanding Minnesota Grown Opportunities.	Economic Development	Mostly internal to agency	PC	1998	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
mngrown	Allows consumers to lookup sources for MN grown products	Economic Development	Mostly citizens at large	Server	1997	2004	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
nautilus	Captures, tracks and reports on data collected in the laboratory.	Analysis	Mostly internal to agency	PC	2002	2004	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
PATSS	Computer based testing system for pesticide applicators.	Environmental protection	Specific sub-group of customers or clients	Server	2005	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
PATSS	Performs various management function for computer based testing system for pesticide applicators.	Environmental protection	Specific sub-group of customers or clients	PC	2005	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
pestsurvey-analysis	Allows internal coordinators to preform some rudimentary analysis	Environmental protection	Specific sub-group of customers or clients	PC	2000	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
pestsurvey-upload	Allows bulk upload of field pest data from other sources into the database	Environmental protection	Specific sub-group of customers or clients	PC	2000	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
pestsurvey-web	Allows farmers to look up pests found(via Fpsurvey) in their area via the web	Environmental protection	Specific sub-group of customers or clients	Server	2000	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
phonelog	Tracks legislative inquiries	Legislation and policy	Mostly internal to agency	PC	2005	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
phonelog	Tracks and categorizes phone calls taken by commissioner's staff	Communication	Mostly internal to agency	PC	2002	2003	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
phyto	Captures data on ag products set for export and prints out certificates	Environmental protection	Specific sub-group of customers or clients	PC	1992	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
privapp	Allows public and industry to lookup private applicators and their expiration dates on the web Business Value:  Technical Condition: 	Environmental protection	Specific sub-group of customers or clients	Server	2001	2005	Maturity	0 - \$100k
private applicator	Tracks info and prints certification cards for private pesticide applicators Business Value:  Technical Condition: 	Regulatory	Mostly internal to agency	PC	1991	2004	Maturity	0 - \$100k
producers	Provides a list of producer organizations via the web. Business Value:  Technical Condition: 	Economic Development	Mostly citizens at large	Server	2004	2004	Maturity	0 - \$100k
Purchasing	Tracks and orders supplies for the laboratory Business Value:  Technical Condition: 	Procurement	Mostly internal to agency	PC	2000	2001	Maturity	0 - \$100k
SPARAKS	Loan portfolio management banking system Business Value:  Technical Condition: 	Accounting and budgeting	Mostly internal to agency	Server	2005	2005	Maturity	0 - \$100k
suppliers	Provides a list of processed food exporters via the web Business Value:  Technical Condition: 	Economic Development	Specific sub-group of customers or clients	Server	2005	2005	Maturity	0 - \$100k
timesheet	Tracks employee hours and expenses against various projects for the Pest/Fert division. Business Value:  Technical Condition: 	Accounting and budgeting	Mostly internal to agency	PC	1996	2004	Maturity	\$100k - \$500k
tradirs	Manages contacts and products for MN producers Business Value:  Technical Condition: 	Economic Development	Mostly internal to agency	PC	1995	2005	Growth	0 - \$100k
training_mgmt	Web based app that allows management to enter training opportunities and generate class lists Business Value:  Technical Condition: 	Training	Mostly internal to agency	Server	1999	2000	Maturity	0 - \$100k

Agency IT Portfolio: Agriculture Dept

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
UFTRS	Tracks lime tonnage data submitted by producers and generates reports	Regulatory	Mostly internal to agency	PC	1997	2003	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
warehousedata	Pulls personel data from ia_warehouse and populates tables used for emergency contacts	Environmental protection	Mostly internal to agency	PC	2004	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
wdairy	Captures and reports on dairy inspection information	Regulatory	Mostly internal to agency	PC	1992	1996	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
weblime	Pulls lime analysis data from two different databases and puts it in a table accessible from the web	Customer Service	Specific sub-group of customers or clients	PC	2003	2003	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

No Projects Registered

IT Budget Initiative

Initiative: Electronic Field Inspection System

Redesign Dairy and Food Division's paper-based inspection processes to MDA's standard electronic workflow management software solution that will support remote field inspectors' activities.

FY2008-09: \$551,000 FY2010-11: \$410,000

Assessment

Assessment:

Comments: ... because the initiative is well thought out with an excellent description, identified in agency strategic plan as a high priority and will address concerns by FDA about current antiquated processes. Well done staging plan including a contract for project management expertise to implement the project.

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific General Fund Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Enterprise goals support automating paper based systems, standardizing operations, centralizing business processes to the extent that they can be.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Identified in agency strategic plan as a priority.
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Well done staging plan. Plan to contract for project management expertise to implement the project.
4. Are the cost estimates for this project reasonable?	Based on previous experience, agency is confident in the reasonability of cost estimates.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Initiative will extend an agency solution to another inspection module.
6. Can this initiative be combined with another proposed initiative?	No other initiative addresses the same type of system.
7. Will the results of this initiative be shareable with other agencies?	Agency shares GIS layers with DNR. Other agencies may be able to benefit from the workflow solution. Other agencies are interested in the inspection solution.

IT Budget Initiative

Initiative: Electronic Field Inspection System

Evaluation

8. How adaptable is this initiative to address future needs?

Good.

9. What is the magnitude of the positive outcomes expected of this initiative?

Will address concerns by FDA about antiquated processes.

Overall Comments:

Well done staging, implementation and budget plan. Agency has been successful in standardizing data and business processes within the agency; other agencies may be able to learn from their experience.

Agency IT Portfolio: Amateur Sports Commission

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100				\$413	\$215							\$628
2005 Total:					\$413	\$215							\$628
Agency Total:					\$413	\$215							\$628

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic Information**A. Strategic IT Plan:** Updated: 2002**B. Emerging business needs to be address with technology over the next 2-4 years:**

- 1.) Synchronization between the United States Department of Agriculture (USDA) Animal Health & Surveillance database (AHSM) and Minnesota Board of Animal Health (BAH) database.
- 2.) University of Minnesota (U of M) Veterinary Diagnostic Laboratory (VDL) pushing test results to BAH database.
- 3.) Minnesota Poultry Testing Laboratory (MPTL) computer network incorporation into BAH computer network.
- 4.) Real time web base test results and reports available for clients.
- 5.) Sharing of premises information and National Animal Identification (NAIS) with other state agencies for rapid tracking, mapping, containment and eradication of animal diseases such as Bovine Spongiform Encephalopathy (BSE, Mad Cow Disease), Bovine Tuberculosis (TB) and Avian Influenza (AI).

C1. Major information or technology issues to be addressed over the next 2-4 years:

Transition of BAH database from Oracle forms to Oracle web based applications written in JAVA.

C2. Constraints and impediments to success:

No Information Technology (IT) budget. For last ten years IT has been financed with cooperative agreement funding provided by USDA.

C3. Platform, architectural or data concerns to be addressed:

Upgrades of computers, laptops, servers, switches, routers, Windows Vista, Microsoft Office and Oracle 9i.

D. Major IT related strategies or initiatives over the next 2-4 years:

Real time web based reports. Geographic Information System (GIS) database for handling premises location and mapping.

E. Projects or applications with potential for benefiting other agencies:

GIS database of livestock premises would benefit the Minnesota Department of Agriculture (MDA), USDA, MDH, DNR and PCA. The Center for Epidemiology and Animal Health (CEAH), Application Information Management (AIM) provided Oracle and many Oracle forms to BAH at no cost in exchange for using and reporting data on Minnesota diseases. BAH has been able to enhance the applications and database design to meet Minnesota's unique needs.

F. How organized to manage project management and systems development:

BAH is a small agency which has the IT manager as a member of the BAH management team. The IT manager brings the business needs to the IT team for development of a project design to satisfy the business needs. The design is prototyped for management and end user review. The project is continually tested through development until completion. The project is rolled out to the end user with training and support.

G. Processes or services that could be performed by other agencies:

BAH provides and supports it own email server. This service could be provided by other agencies. However the amount of money BAH spends providing and supporting this service is minimal.

H. Potential conflicts with state information strategies, architecture and policy:

No potential conflicts seen between BAH needs and plans and state information strategies, architecture and policy.

Agency IT Portfolio: Animal Health Board

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$88,124	\$3,091		\$19,835	\$31,074	\$16,878	\$83,123	\$1,342				\$243,467
2005	300	\$102,989		\$36,253	\$803	\$1,702		\$8,923					\$150,669
2005 Total:		\$191,114	\$3,091	\$36,253	\$20,639	\$32,775	\$16,878	\$92,046	\$1,342				\$394,137
2006	100	\$44,741	\$3,242	\$5,950	\$9,454	\$41,542	\$5,882	\$4,631	\$2,137	\$0	\$0		\$117,580
2006	200	\$0	\$0	\$0	\$1,017	\$0	\$0	\$17,425	\$0	\$0	\$0		\$18,441
2006	300	\$159,771	\$0	\$11,748	\$1,344	\$0	\$2,339	\$3,832	\$242	\$0	\$0		\$179,276
2006 Total:		\$204,512	\$3,242	\$17,698	\$11,815	\$41,542	\$8,221	\$25,888	\$2,379	\$0	\$0		\$315,297
Agency Total:		\$395,626	\$6,333	\$53,950	\$32,454	\$74,317	\$25,099	\$117,934	\$3,721	\$0	\$0		\$709,434

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Minnesota Generic Database	Animal Disease and Surveillance Database	Animal Disease	Mostly internal to agency	Server	1995	2003	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Minnesota Poultry Testing Lab Database	Poultry disease, test result and surveillance database.	Poultry disease	Mostly internal to agency	PC	2002	2004	Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Rabies Database	Track the occurrences of rabies in the state of Minnesota.	Animal Health	Other state agencies or bodies	PC	2003	2003	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2002

B. Emerging business needs to be address with technology over the next 2-4 years:

Please see "E".

C1. Major information or technology issues to be addressed over the next 2-4 years:

Completion of the conversion to a new licensing database. Online renewals of licenses and online applications.

C2. Constraints and impediments to success:

The Board must rely on contractors to complete the work, thus increasing the cost of the project with no IT funding appropriated to the Board.

C3. Platform, architectural or data concerns to be addressed:

Migration of all users to Office 2003.

D. Major IT related strategies or initiatives over the next 2-4 years:

Please see "E".

E. Projects or applications with potential for benefiting other agencies:

The Board of AELSLAGID has combined on an administrative level with the Board of Accountancy. The next step with the Board's new database, once implemented, will be to migrate the Board of Accountancy data to the same database, thus creating one source for all information.

F. How organized to manage project management and systems development:

The Board relies on communication between the Executive Director and the staff member in charge of the project to ensure that the project remains on track and within the budget.

G. Processes or services that could be performed by other agencies:

The Board does not have its own IT department, but handles basic IT maintenance (deploying new workstations, maintaining the database, etc.) The Board must currently rely on contractors for issues involving networking, firewall, and database programming. These types of issues could easily be handled by the help desk and staff of the Office of Enterprise Technology or other large agency with an IT staff.

H. Potential conflicts with state information strategies, architecture and policy:

The Board does not have adequate IT staff or funding to quickly implement any new initiatives created by the State.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100		\$4,111	\$1,453	\$5,233	\$7,964	\$5,595	\$8,659	\$2,087				\$35,100
2005 Total:			\$4,111	\$1,453	\$5,233	\$7,964	\$5,595	\$8,659	\$2,087				\$35,100
2006	100	\$0	\$345	\$24,763	\$12,593	\$4,824	\$238	\$22,294	\$0	\$0	\$0		\$65,057
2006 Total:		\$0	\$345	\$24,763	\$12,593	\$4,824	\$238	\$22,294	\$0	\$0	\$0		\$65,057
Agency Total:		\$0	\$4,456	\$26,215	\$17,826	\$12,788	\$5,833	\$30,953	\$2,087	\$0	\$0		\$100,157

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
General Licensing System (GLS)	Licensing database for the Board (Access 2000)	Licenses or permits	Specific sub-group of customers or clients	Server	1999	2002	Decline	0 - \$100k
Business Value: Low High • • ◆ • • 		Technical Condition: Poor Excellent • ◆ • • • 		Comments: The Board is currently in the process of upgrading the database to a SQL database.				

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
AELSLAGID Licensing Database	8/15/2005	12/31/2006	Shared Services	Information System	Customer Satisfaction	New Application	Unknown

Strategic Information

A. Strategic IT Plan: Updated: 2006

B. Emerging business needs to be address with technology over the next 2-4 years:

Grants management, from application data collection to financial reporting. Design other electronic forms for providing constituent services.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Ensuring a secure, searchable database for agency web site.

C2. Constraints and impediments to success:

C3. Platform, architectural or data concerns to be addressed:

We currently use external service provider that requires manual transfer of data to the internal system.

D. Major IT related strategies or initiatives over the next 2-4 years:

Our goal is to make this more efficient.

E. Projects or applications with potential for benefiting other agencies:

None. We believe that our programs are unique to the arts community.

F. How organized to manage project management and systems development:

We manage with existing internal staff who have additional responsibilities, and we have outside consultants working with us on software updates and security.

G. Processes or services that could be performed by other agencies:

We are already using Dept of Administration for financial services and grant payments.



H. Potential conflicts with state information strategies, architecture and policy:

Because of the unique nature of the service we provide, we would want any statewide system or architecture to be able to accommodate the needs of our constituents.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$63,710					\$37						\$63,747
2005	300	\$38,292			\$2,913	\$9,771	\$778		\$364				\$52,118
2005	690	\$2,924											\$2,924
2005 Total:		\$104,927			\$2,913	\$9,771	\$815		\$364				\$118,790
2006	100	\$65,138	\$0	\$0	\$117	\$903	\$63	\$0	\$0	\$0	\$0	\$0	\$66,221
2006	200	\$534	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$534
2006	300	\$48,184	\$0	\$2,160	\$2,755	\$9,851	\$1,885	\$319	\$0	\$0	\$0	\$0	\$65,153
2006 Total:		\$113,856	\$0	\$2,160	\$2,871	\$10,754	\$1,948	\$319	\$0	\$0	\$0	\$0	\$131,908
Agency Total:		\$218,782	\$0	\$2,160	\$5,784	\$20,525	\$2,763	\$319	\$364	\$0	\$0	\$0	\$250,697

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
MS Access	agency mailing list and grant application database	Grants management	Mostly internal to agency	Server	1996	2002	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: No annual expense to agency. Last major upgrade = \$2,500					
MS Access	Searchable dbf for agency rosters on web site	arts community resourcee	Mostly citizens at large	Server	2004	2004	Growth	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Annual expense to agency = \$250					

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: NA

B. Emerging business needs to be address with technology over the next 2-4 years:

We can't address anything as we have less than no money.

C1. Major information or technology issues to be addressed over the next 2-4 years:

We can't address anything as we have less than no money.

C2. Constraints and impediments to success:

Money, concern, and sincere, sound, free co-assessment with OET of needs, how to meet them and help to do so.

C3. Platform, architectural or data concerns to be addressed:

We have serious issues re: our server, need to re-install, updated software, lack of backup, security, quality help in establishing a fully functioning network environment.

D. Major IT related strategies or initiatives over the next 2-4 years:

See above.

E. Projects or applications with potential for benefiting other agencies:

Improved website design; database creation, manipulation, and design, updated computers and software

F. How organized to manage project management and systems development:

One person does the best he can, learning over the years, but facing knowledge limitations and as well as those described above – plus, someone who actually cares about the success of our agency and will work with him closely and not just apply whatever applications, perceived needs, etc we have

G. Processes or services that could be performed by other agencies:

None.





H. Potential conflicts with state information strategies, architecture and policy:

Trust, legitimate desire from outside help, lack of collaboration, failed promises, failure to provide quality, success minded outside assistance, offer low quality or used equipment; too many restrictions, guidelines, rules, policies, etc, to follow for small agency capacity and thus, ability to follow or keep up with them. And takes away from our other work and responsibility already challenging for small staff and limited funds

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100				\$191	\$3,783							\$3,973
2005	690								\$37				\$37
2005 Total:					\$191	\$3,783			\$37				\$4,011
2006	100	\$0	\$0	\$0	\$464	\$4,010	\$0	\$0	\$0	\$0	\$0	\$0	\$4,474
2006 Total:		\$0	\$0	\$0	\$464	\$4,010	\$0	\$0	\$0	\$0	\$0	\$0	\$4,474
Agency Total:		\$0	\$0	\$0	\$655	\$7,792	\$0	\$0	\$37	\$0	\$0	\$0	\$8,485

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Server, Network	Server is down, with network frequently malfunctioning Business Value: 	Legislation and policy Technical Condition: 	Mostly internal to agency	Server	2001	2001	Decline	0 - \$100k
	Comments: The Server was never properly implemented and we have never had a real major upgrade that was well put together and done comprehensively, with technical support available - we have had some improvements and promised ones that were never carried out.							
Web-site	Web-site design severely limited by money and access to resources Business Value: 	Legislation and policy Technical Condition: 	Mostly citizens at large	Other	1998	2000	Decline	0 - \$100k
	Comments: We have never had support, guidance, or resources to build a website our clients can count on and find useful							

Project Portfolio

No Projects Registered

IT Budget Initiative

Initiative: Technology Upgrade Plan

A comprehensive technology upgrade designed to improve intra-office functionality, efficiency, and productivity is needed so we can enhance services to our constituents. Due to budget cuts in the past 5 years, we have purchased NO new technology, i.e., computers, software, server; our web site has not been updated and/or redesigned (last designed in 1998); our server is not working and is not able to back-up data; we have no tech support nor can we afford it. (Agency identified in OET Small Agency Technology initiative.)

FY2008-09: \$0

FY2010-11: \$0

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Projects included in OET Small Agency Initiative

Evaluation Criteria

Comments

- 1. Is this request consistent with enterprise-wide priorities, standards and goals?
- 2. How critical is this initiative to meeting the agency's operational and/or business needs?
- 3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?
- 4. Are the cost estimates for this project reasonable?
- 5. Is there an existing application that can be leveraged to meet the requirements of this initiative?
- 6. Can this initiative be combined with another proposed initiative?

Enterprise supports life-cycle planning and replacement. This is consistent with OET initiatives (Small agency technology and Enterprise IT Utility Service Consolidation).
Critical for the agency to fulfill their policy, research and advocacy mission. Important for them to be able to disseminate important information to their communities and they don't have the resources to keep up.
Asked for and need the support to implement
Total cost may be too conservative. OET needs to work with the agency on server hosting and support options.
All components are standard infrastructure.
This is consistent with OET initiatives (Small Agency initiative, Enterprise IT Utility Service Consolidation).

IT Budget Initiative

Initiative: Technology Upgrade Plan

Evaluation

7. Will the results of this initiative be shareable with other agencies?

Yes.

8. How adaptable is this initiative to address future needs?

Will lay foundation for being able to address future needs.

9. What is the magnitude of the positive outcomes expected of this initiative?

Critical for the agency to fulfill their policy, research and advocacy mission.

Overall Comments:

The consequences if this initiative is not approved are dire. They are on the edge of the cliff. Don't have expertise in house. Server crashed a year ago, don't have backup. Need help identifying what they need and what the state has to offer. Important for them to be able to disseminate important information to their communities and they don't have the resources to keep up. Don't want to be in the position of laying off people because they have to buy new computers. Could benefit greatly from database development for referrals they give to other organizations. OET has started an effort to work with the agency to identify needs, an approach, and options for solutions. Need to ensure that small agencies' needs are being leveraged so they aren't taken advantage by vendors re volume purchasing and aggregation of software licenses.

Agency IT Portfolio: Barber/Cosmetologist Examiners Bd

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100		\$3,427	\$4,038	\$273	\$3,467	\$6,300						\$17,505
2005 Total:			\$3,427	\$4,038	\$273	\$3,467	\$6,300						\$17,505
2006	100	\$167	\$777	\$24,000	\$452	\$10,778	\$1,331	\$3,156	\$0	\$0	\$0		\$40,661
2006 Total:		\$167	\$777	\$24,000	\$452	\$10,778	\$1,331	\$3,156	\$0	\$0	\$0		\$40,661
Agency Total:		\$167	\$4,204	\$28,038	\$725	\$14,246	\$7,631	\$3,156	\$0	\$0	\$0		\$58,166

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: NA

B. Emerging business needs to be address with technology over the next 2-4 years:

Online license renewal, initial licensure application, and verification of licensure; Consolidation of databases; additional automated database functioning.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Reduce paper in office by utilizing document scanning to become more efficient; see "B" above.

C2. Constraints and impediments to success:

Financing and staff time (due to decrease from five to three staff).

C3. Platform, architectural or data concerns to be addressed:

Upgrades of computers, laptops, servers, Windows Vista, Microsoft Office, and GL Suite (database).

D. Major IT related strategies or initiatives over the next 2-4 years:

Work within the existing shared Health Licensing Boards' IT service infrastructure.

E. Projects or applications with potential for benefiting other agencies:

Online verifications will benefit other Health Licensing Boards, the Department of Health and the Department of Human Services; the sharing of ideas and functionality related to the paperless initiative will benefit other Health Licensing Boards.

F. How organized to manage project management and systems development:

We do not have these positions because our agency is very small – three staff. We use the Health Licensing Boards' shared IT services and outside vendors.

G. Processes or services that could be performed by other agencies:

None.









H. Potential conflicts with state information strategies, architecture and policy:

This question is very broad. We do not know each of these areas in sufficient detail to be able to respond accurately.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$225	\$88		\$10,954	\$4,062	\$4,819	\$1,759					\$21,905
	2005 Total:	\$225	\$88		\$10,954	\$4,062	\$4,819	\$1,759					\$21,905
2006	171	\$0	\$0	\$12,992	\$675	\$3,446	\$458	\$1,344	\$0	\$0	\$0		\$18,915
	2006 Total:	\$0	\$0	\$12,992	\$675	\$3,446	\$458	\$1,344	\$0	\$0	\$0		\$18,915
	Agency Total:	\$225	\$88	\$12,992	\$11,629	\$7,508	\$5,277	\$3,103	\$0	\$0	\$0		\$40,820

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
ADC Temporary Permit Database	ADC Temporary Permit applicants and permit holders. Business Value: 	Licenses or permits Technical Condition: 	Mostly internal to agency	Server			Decline	0 - \$100k
			Comments: Year implemented: Pre-2004; the board absorbed the LADC program from the Department of Health in 2005 by legislative act. Implementation and upgrades are unknown.					
DotNetNuke	Website Business Value: 	Other Technical Condition: 	Specific sub-group of customers or clients	Server	2005	2006	Growth	0 - \$100k
			Comments: Primary Business Purpose: Dispense information. Open Source Content Management System					
Licensed Alcohol and Drug Counseling Database	ADC applicants, licensees, license renewal, continuing education Business Value: 	Licenses or permits Technical Condition: 	Mostly internal to agency	Server		2005	Decline	0 - \$100k
			Comments: Year implemented: Pre-2004; the board absorbed the LADC program from the Department of Health in 2005 by legislative act. Implementation is unknown.					
Licensed Professional Counselor Database (GL Suite)	Professional counselor applicants, licensees, supervisors, continuing education sponsors, continuing education tracking, license renewals, complaints and discipline, and accounting. Business Value: 	Licenses or permits Technical Condition: 	Mostly internal to agency	Server	2006	2006	Growth	0 - \$100k
			Comments:					

Project Portfolio

No Projects Registered

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100		\$527	\$4,375	\$703	\$8,330	\$9,727	\$234					\$23,896
2005	200						\$962						\$962
2005 Total:			\$527	\$4,375	\$703	\$8,330	\$10,689	\$234					\$24,858
2006	100	\$0	\$0	\$0	\$2,664	\$7,962	\$566	\$0	\$0	\$0	\$0		\$11,193
2006	200	\$0	\$0	\$0	\$694	\$0	\$3,028	\$0	\$0	\$0	\$0		\$3,722
2006 Total:		\$0	\$0	\$0	\$3,358	\$7,962	\$3,595	\$0	\$0	\$0	\$0		\$14,915
Agency Total:		\$0	\$527	\$4,375	\$4,061	\$16,292	\$14,284	\$234	\$0	\$0	\$0		\$39,773

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Agency IT Portfolio: Campaign Finance & Public Discl Board

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$114,605		\$26,405	\$3,836	\$3,871	\$16,637	\$17,678					\$183,032
2005 Total:		\$114,605		\$26,405	\$3,836	\$3,871	\$16,637	\$17,678					\$183,032
2006	100	\$125,138	\$104	\$956	\$3,907	\$4,662	\$2,265	\$187	\$0	\$0	\$0		\$137,220
2006 Total:		\$125,138	\$104	\$956	\$3,907	\$4,662	\$2,265	\$187	\$0	\$0	\$0		\$137,220
Agency Total:		\$239,743	\$104	\$27,362	\$7,743	\$8,533	\$18,902	\$17,865	\$0	\$0	\$0		\$320,252

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: NA

B. Emerging business needs to be address with technology over the next 2-4 years:

1. Daily business operations.
2. Update of Comprehensive Plan and Zoning Rules.
3. Capital and Biennial budgets.
4. Zoning permits.
5. Design guidelines.
6. Specific policies.

C1. Major information or technology issues to be addressed over the next 2-4 years:

1. Ease of access to statewide systems.
2. Expansion and update to current web site.
3. Incorporation of more graphics, charts, and measured drawings into our reports.
4. Expansion of historical data.

C2. Constraints and impediments to success:

No current information technology (IT) budget.

C3. Platform, architectural or data concerns to be addressed:

1. Project and competition budgeting.
2. Data quality.
3. Policies.

D. Major IT related strategies or initiatives over the next 2-4 years:

1. Maintain a LAN connection and computer at each of 4 workstations.
2. Participate in any new equipment purchasing program.

E. Projects or applications with potential for benefiting other agencies:

The CAAPB currently shares LAN services and IT support with a cabinet agency, thus reducing costs that could serve as a model for other non-cabinet agencies. Equipment has also been purchased through the larger agency's purchasing program. It is not known whether this will continue as exists.

F. How organized to manage project management and systems development:

Rely on larger agency's LAN connections to basic business operations and statewide data base, and IT support. No money available for training.

G. Processes or services that could be performed by other agencies:

Current web site needs updating, and could benefit by either adjusted funding to base budget or another agency assisting in updating. No money available for CAAPB training or outside consultant to update.

H. Potential conflicts with state information strategies, architecture and policy:

In order to maintain the CAAPB's mission, current business operations and IT functions, the agency is covering the deficiency to its base budget by cutting its employee payroll between 10-20%. Future conflict is still seen as reported in 2002, the CAAPB's base budget needs permanent adjustment for basic technology expenses and business operations.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100					\$12,541	\$292						\$12,834
2005 Total:						\$12,541	\$292						\$12,834
2006	100	\$0	\$0	\$0	\$0	\$11,798	\$0	\$0	\$0	\$0	\$0	\$0	\$11,798
2006 Total:		\$0	\$0	\$0	\$0	\$11,798	\$0	\$0	\$0	\$0	\$0	\$0	\$11,798
Agency Total:		\$0	\$0	\$0	\$0	\$24,339	\$292	\$0	\$0	\$0	\$0	\$0	\$24,632

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Business Function and Basic Operations	Design review/approvals and issuing of Zoning permits (CAAPB responsibilities)	Payroll, purchasing, e-mail, accounting, web site	Public, other agencies, the Legislature	PC	1995	2003	On-going	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Since January 2002, the CAAPB has participated in SIRP with the purpose to acquire funding to pay LAN charges, and to promote future agency base budget adjustments for all technology expenditures. The CAAPB is a non-cabinet agency.					

Project Portfolio

No Projects Registered

IT Budget Initiative

Initiative: Website maintenance

Website maintenance. (Agency identified in OET Small Agency Technology initiative.)

FY2008-09: \$0

FY2010-11: \$0

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Projects included in OET Small Agency Initiative

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?
2. How critical is this initiative to meeting the agency's operational and/or business needs?
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?
4. Are the cost estimates for this project reasonable?
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?
6. Can this initiative be combined with another proposed initiative?
7. Will the results of this initiative be shareable with other agencies?

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

IT Budget Initiative

Initiative: Website maintenance

Evaluation

8. How adaptable is this initiative to address future needs?

9. What is the magnitude of the positive outcomes expected of this initiative?

Overall Comments:

Agency IT Portfolio: Chicano Latino Affairs Council

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100				\$50	\$6,448	\$51	\$205					\$6,755
2005 Total:					\$50	\$6,448	\$51	\$205					\$6,755
2006	100	\$0	\$0	\$0	\$250	\$7,000	\$58	\$0	\$0	\$0	\$0		\$7,308
2006 Total:		\$0	\$0	\$0	\$250	\$7,000	\$58	\$0	\$0	\$0	\$0		\$7,308
Agency Total:		\$0	\$0	\$0	\$300	\$13,448	\$110	\$205	\$0	\$0	\$0		\$14,063

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2001

B. Emerging business needs to be address with technology over the next 2-4 years:

1. Move toward more paperless office
2. Establish online application process
3. Improve communications with licensees through technology; presumably through email strategies
4. Public Data Query capabilities

C1. Major information or technology issues to be addressed over the next 2-4 years:

1. As above.
2. Upgrade our license management software
3. Upgrade of Hardware.

C2. Constraints and impediments to success:

Spending authority limits imposed by Legislature. Board likely has income to subsidize initiatives, but spending limits impair our ability to make upgrades.

C3. Platform, architectural or data concerns to be addressed:

Upgrade of computers, laptops, servers, switches, routers, etc.

D. Major IT related strategies or initiatives over the next 2-4 years:

As above.

E. Projects or applications with potential for benefiting other agencies:

The above initiatives can be made available to other Health licensing boards.

F. How organized to manage project management and systems development:

We have full time IT staff serving all of the HLB's and utilize interagency agreements when additional supplemental staffing is required. In addition, the Office Manager for this office has managed such projects in the past for this agency.

G. Processes or services that could be performed by other agencies:

Unknown

H. Potential conflicts with state information strategies, architecture and policy:

None Known

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171		\$923		\$301	\$2,533	\$829	\$415					\$5,001
2005 Total:			\$923		\$301	\$2,533	\$829	\$415					\$5,001
2006	171	\$2,995	\$533	\$0	\$186	\$2,803	\$173	\$2,369	\$0	\$0	\$0		\$9,059
2006 Total:		\$2,995	\$533	\$0	\$186	\$2,803	\$173	\$2,369	\$0	\$0	\$0		\$9,059
Agency Total:		\$2,995	\$1,456	\$0	\$487	\$5,336	\$1,002	\$2,784	\$0	\$0	\$0		\$14,060

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
New License Manager	Manages licensing database for staff use, as well as for export to web based platform	Licenses or permits	Internal and external customers	PC	1999	2006	Maturity	0 - \$100k
	Business Value: Low High • • • ◆ • 	Technical Condition: Poor Excellent • • ◆ • 	Comments:					

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: NA**B. Emerging business needs to be address with technology over the next 2-4 years:**

- Increased caseload in the major core industries regulated by the Department of Commerce.
- Aging workforce.
- Expectation that all business functions can be executed using a browser interface from any location.
- Increasingly sophisticated stakeholder population demanding electronic availability of services.

C1. Major information or technology issues to be addressed over the next 2-4 years:

- Security expense and training.
- IT staffing and professional development.
- Trade-off between the need to plan and the demand for action.

C2. Constraints and impediments to success:

- Diminished discretionary funds.
- Low numbers of younger IT professionals in state service.
- Staff in strategic roles are often required to fill tactical functions as well.

C3. Platform, architectural or data concerns to be addressed:

- Architecture must be defined, relevant and dynamic.
- Data sharing issues must be defined, discussed, clarified.

D. Major IT related strategies or initiatives over the next 2-4 years:

- Implement end-to-end electronic processes in all the agency's major business units.
- Replace client server applications with web-based interfaces.
- Apply principles of enterprise content management for the agencies information needs.

E. Projects or applications with potential for benefiting other agencies:

- eFiling – electronic filing of documents in public utility cases <https://www.eDockets.state.mn.us/EFiling/home.jsp>. Application's modular design lends itself to re-usability, replication, component mix & match.
- eHeat – The Electronic Household Energy Automated Technology (eHEAT) Software was developed as a solution for Minnesota's Energy Assistance Program and Weatherization Assistance Program to serve customers, manage data and streamline program functions including a payment and vendor interaction.

F. How organized to manage project management and systems development:

Although the Department of Commerce has no formally trained project managers and assistance from third parties is required for system development, the agency has completed several large projects in the last three years, using internal and vendor resources, meeting significant business needs:

- eHEAT: as a solution for Minnesota's Energy Assistance Program and Weatherization Assistance Program to serve customers, manage data and streamline program functions including a payment and vendor interaction.
- eDockets: in 2005, Commerce and the PUC published to the Internet all public documents filed (as paper) in public utilities cases. In 2006, secure electronic filing was enabled for public and trade secret documents. The next phase (almost completed in development) will add workflow management. This latest phase will be implemented when OET makes FileNet P8 available for use by state agencies.
- Sircon for States: end-to-end electronic management of insurance licensing and regulation. Implemented May 2006.
- Pulse: in progress – end-to-end electronic management of real estate licensing and regulation. Scheduled for completion late 2006.
- Wager's Unclaimed Property: new application for unclaimed property management, proven in many states nationwide. To be implemented September 2006.
- AssetSmart: software suite that will be customized for the agency's Weights & Measures Division. AssetSmart will integrate and automate the Division's regulatory functions that extend throughout the State of Minnesota. Project kicked off 08/22/2006. Scheduled for completed end of 2006.

G. Processes or services that could be performed by other agencies:

The Department has sought and obtained the collaboration of several other state agencies in the implementation of both eHEAT and eFiling. The agency seeks partnerships with all who seek to improve business processes through the use of shared technology.











H. Potential conflicts with state information strategies, architecture and policy:

The only conflicts are timing differences. The agency and its employees are committed to make the most effective and productive use of technology to serve business needs. Because of its thin IT and project management staffing, this agency must rely on OET as a service provider and the required services aren't always available when required.















IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$732,868	\$40,588	\$48,553	\$371,634	\$87,786	\$16,559	\$142,332	\$3,364				\$1,443,684
2005	150		\$1,293	\$21,685	\$13,270	\$3,333	\$146	\$243					\$39,971
2005	200	\$8,480	\$13,333		\$13,268	\$1,836,629	\$6,921	\$102,324					\$1,980,956
2005	300	\$82,124	\$2,780	\$1,081,448	\$130,923	\$21,637	\$4,571	\$30,758	\$30,019				\$1,384,260
2005	320		\$754		\$2,587		\$56	\$142					\$3,539
2005 Total:		\$823,473	\$58,748	\$1,151,686	\$531,682	\$1,949,386	\$28,253	\$275,799	\$33,383				\$4,852,409
2006	100	\$714,092	\$14,343	\$236,250	\$297,582	\$83,370	\$6,731	\$87,410	\$781	\$0	\$0		\$1,440,560
2006	150	\$0	\$904	\$32,630	\$2,829	\$616	\$623	\$13,090	\$0	\$0	\$0		\$50,691
2006	200	\$131,849	\$930	\$112,386	\$21,350	\$1,446,401	\$3,245	\$26,579	\$2,675	\$0	\$0		\$1,745,414
2006	300	\$75,830	\$638	\$262,332	\$310,184	\$14,702	\$986	\$1,652	\$268	\$0	\$0		\$666,591
2006	320	\$0	\$186	\$0	\$207	\$0	\$32	\$0	\$0	\$0	\$0		\$425
2006 Total:		\$921,771	\$17,000	\$643,598	\$632,153	\$1,545,089	\$11,616	\$128,731	\$3,723	\$0	\$0		\$3,903,682
Agency Total:		\$1,745,244	\$75,748	\$1,795,283	\$1,163,834	\$3,494,475	\$39,869	\$404,531	\$37,106	\$0	\$0		\$8,756,091

Application Portfolio





Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Assessment System	Application used by Commerce and PUC to manage periodic assessment of utilities. Application has also evolved into a case tracking system that should be integrated with the agency's new eFiling application.	Procurement	Mostly internal to agency	PC	1994	2000	Decline	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: The Assessment System was written in FoxPro for DOS and migrated to Visual FoxPro internally. It performs many critical case management functions associated with assessing utilities by tracking staff time on specific dockets, and includes much utility regulation functionality that should be migrated to a system that integrates with eFiling https://www.edockets.state.mn.us/EFiling/home.jsp					
AssetSmart	Enterprise Weights & Measures Management Information System	Other	Businesses or professions	Server	2006	2006	Emerging	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Under development. Scheduled for deployment December 2006. Ratings are estimates based on demonstrations.					
eFiling	Web application provides electronic filing, workflow, electronic document management for documents filed in public utility cases.	Other	Specific sub-group of customers or clients	Server	2005	2006	Growth	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments: The first phase of the application was launched in June of 2005, providing access to scanned copies of documents filed in utility regulation cases. This enhancement is much more ambitious and sophisticated, consisting of components designed to be replicated and reused, in this agency and elsewhere. It is a joint initiative of the Department of Commerce, the Public Utilities Commission, and the Office of Enterprise Technology.					
eHEAT	The Electronic Household Energy Automated Technology (eHEAT) Software was developed as a solution for Minnesota's Energy Assistance Program and Weatherization Assistance Program to serve customers, manage data and streamline program functions including a payment and vendor interaction.	Grants management	Mostly citizens at large	Mainframe	2004	2006	Growth	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments:					
Enforcement Database	Application used to record, track and manage the department's enforcement actions. Integrated with the Licensing database.	Other	Mostly citizens at large	Server	2000	2000	Maturity	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments: Integrates with the licensing database to cross-reference enforcement actions with licensing functionality.					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Licensing Application	Oracle database used to manage and track Commerce license types. Business Value:  Technical Condition: 	Licenses or permits	Businesses or professions	Server	2000	2000	Decline	\$100k - \$500k
	Comments: Implementation of other systems (Sircon, Pulse) used for licensing, and the migration of some license types to other agencies have reduced the licensing activity managed in this database.							
Petrofund Database	Application used to register, track and manage applications to Petrofund. Business Value:  Technical Condition: 	Environmental protection	Businesses or professions	PC	2005	2005	Growth	0 - \$100k
	Comments: This application replaced an outdated application which was migrated in late 2005, early 2006.							
Policy Analysis Database	Database used for insurance policy analysis. Business Value:  Technical Condition: 	Other	Mostly internal to agency	PC	1999	1999	Decline	0 - \$100k
	Comments: Replaced by Sircon application for all new records. Used for tracking historical records. Will be phased out when Sircon functionality supports research and library needs.							
Pulse	Web application to manage, process and track licenses and other critical information on real estate companies, agencies and individual producers. Application and data are outsourced. Business Value:  Technical Condition: 	Other	Specific sub-group of customers or clients	Outsourced	2006	2006	Emerging	\$100k - \$500k
	Comments: Similar to Sircon for States application. Under development. Estimated completion date December 2006.							
Receiving Database	Applications tracks and manages cash receipts. Business Value:  Technical Condition: 	Accounting and budgeting	Mostly internal to agency	Server	2000	2000	Maturity	0 - \$100k
	Comments: Integrates with licensing database and other business operations. Client server. Older technology.							
Registration database	Application used to record, track and manage securities/mutual funds/franchise etc. registrations. Business Value:  Technical Condition: 	Other	Businesses or professions	Server	2000	2000	Maturity	0 - \$100k
	Comments: The system is outdated and the Securities unit plans to replace this application.							
Sircon for States	Web application to manage, process and track licenses and other critical information on insurance companies, agencies and individual producers. Application and data are outsourced. Business Value:  Technical Condition: 	Other	Specific sub-group of customers or clients	Outsourced	2006	2006	Growth	\$100k - \$500k
	Comments: The Sircon implementation has streamlined insurance licensing and regulation in Minnesota, providing an effective management and reporting application to serve the insurance industry.							

Agency IT Portfolio: Commerce Dept

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
TeamMate	TeamMate is an electronic document organizer software package from the NAIC used to conduct insurance examinations.	Other	Businesses or professions	Server	2003	2003	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: The implementation of TeamMate streamlines the production of insurance examinations and facilitates analysis and communication of results.					
Unclaimed Property - IDEA	Unclaimed property database.	Other	Mostly citizens at large	Server	2001	2001	Decline	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Database soon to be replaced by Wagers Unclaimed Property application used in several states around the country.					

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
AssetSmart - Weights and Measures	4/12/2006	10/31/2006	Agency Unique	Business Process	Customer Satisfaction	New Application	Strategic
eDockets Phase II - eFiling	4/14/2006	9/29/2006	Shared Services	Business Process	Customer Satisfaction	Infrastructure	Strategic
Sircon for States - Insurance Regulation	10/13/2005	5/23/2006	Agency Unique	Business Process	Customer Satisfaction	New Application	Strategic

Strategic Information

A. Strategic IT Plan: Updated: 2002

B. Emerging business needs to be address with technology over the next 2-4 years:

Increasing inmate population, managing new technology associated with supervising offenders, Asian flu pandemic

C1. Major information or technology issues to be addressed over the next 2-4 years:

Security, integrating wireless technology, integrating VoIP, improving data quality

C2. Constraints and impediments to success:

Security threats, lack of standards, lack of resources including funding

C3. Platform, architectural or data concerns to be addressed:

Data quality, open source software

D. Major IT related strategies or initiatives over the next 2-4 years:

Data, video, voice convergence; Web Services; offender management

E. Projects or applications with potential for benefiting other agencies:

Biometric solutions, time/leave management

F. How organized to manage project management and systems development:

IT governance structure is in place to align business and IT and to prioritize development projects; IT development standards are in place to manage applications development processes

G. Processes or services that could be performed by other agencies:

E-mail filtering

H. Potential conflicts with state information strategies, architecture and policy:

Funding for central/shared services could compete with funding needs for agency projects and priorities

Agency IT Portfolio: Corrections Dept

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	4,002,442	\$90,115	\$1,059,537	\$1,168,592	\$1,135,911	\$1,052,256	\$2,134,062	\$67,067				\$10,709,982
2005	200	\$349,494	\$4,743	\$154,100	\$13,015	\$139,621	\$38,749	\$97,024	\$8,156				\$804,901
2005	300		\$1,457		\$3,673	\$1,577	\$107,884	\$221,836					\$336,426
2005	610		\$9,039		\$27,148	\$1,821,819	\$75,005	\$24,090	\$480				\$1,957,581
2005	611				\$266	\$693,037	\$15,804						\$709,106
2005	950	\$15,588			\$205,200	\$54,544							\$275,332
2005 Total:		\$4,367,524	\$105,353	\$1,213,637	\$1,417,892	\$3,846,509	\$1,289,697	\$2,477,012	\$75,703				\$14,793,328
2006	100	4,717,578	\$73,084	\$579,038	\$934,107	\$1,097,640	\$976,931	\$1,012,373	\$52,172	\$0	\$0		\$9,442,924
2006	200	\$101,317	\$55	\$324	\$107,744	\$143,054	\$30,166	\$69,891	\$3,600	\$0	\$0		\$456,151
2006	300	\$0	\$0	\$0	\$35,433	\$0	\$102,278	\$127,615	\$0	\$0	\$0		\$265,325
2006	610	\$0	\$11,608	\$0	\$12,222	\$1,918,850	\$15,631	\$40,940	\$463	\$0	\$0		\$1,999,714
2006	611	\$0	\$0	\$0	\$0	\$711,472	\$18,163	\$477	\$0	\$0	\$0		\$730,112
2006	950	\$27,377	\$0	\$0	\$86,296	\$48,500	\$199	\$9,447	\$0	\$0	\$0		\$171,819
2006 Total:		\$4,846,273	\$84,747	\$579,362	\$1,175,802	\$3,919,517	\$1,143,367	\$1,260,742	\$56,235	\$0	\$0		\$13,066,046
Agency Total:		\$9,213,797	\$190,100	\$1,793,000	\$2,593,694	\$7,766,025	\$2,433,064	\$3,737,754	\$131,938	\$0	\$0		\$27,859,373

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
COMS (Correctional Operations Management System)	Tracks offenders from the time the offender enters prison until the offender's sentence expires.	Criminal justice administration	Mostly internal to agency	Server	1998	2006	Growth	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments:					
CSTS	Case management system for field services provides tracking of offenders under community supervision.	Criminal justice administration	Mostly internal to agency	Server	2000	2004	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
iTAG Offender Management System	System is used for offender banking, payroll and commissary purchases.	Criminal justice administration	Mostly internal to agency	Server	2000	2003	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Statewide Supervision System (S3)	Secure centralized website containing information on offenders under community supervision, in jails, in prisons or detention facilities.	Criminal justice administration	Specific sub-group of customers or clients	Server	2000	2006	Growth	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments:					
Traverse	Primary Accounting and budgeting program for MINNCOR. Also includes manufacturing components.	Accounting and budgeting	Mostly internal to agency	Server	2003	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
COMS Sentence	10/2/2006	10/2/2006	Agency Unique	Information System	Customer Satisfaction	Infrastructure	Strategic
COMS Status Location	12/29/2006	6/29/2007	Agency Unique	Information System	Customer Satisfaction	Infrastructure	Strategic
DOC I and E Facility Site, Contact, and Count into S3	4/26/2006	4/2/2007	Agency Unique	Information System	Unknown	New Application	Strategic
Interstate	9/4/2006	1/30/2007	Unknown	Unknown	Unknown	Unknown	Unknown

Agency IT Portfolio: Dentistry Board

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$933	\$1,719		\$35,018	\$7,373	\$222	\$1,051					\$46,316
2005 Total:		\$933	\$1,719		\$35,018	\$7,373	\$222	\$1,051					\$46,316
2006	171	\$160	\$0	\$0	\$18,185	\$8,363	\$713	\$1,185	\$194	\$0	\$0		\$28,801
2006 Total:		\$160	\$0	\$0	\$18,185	\$8,363	\$713	\$1,185	\$194	\$0	\$0		\$28,801
Agency Total:		\$1,092	\$1,719	\$0	\$53,203	\$15,737	\$935	\$2,236	\$194	\$0	\$0		\$75,117

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2006**B. Emerging business needs to be address with technology over the next 2-4 years:**

The Small Board Licensing Manager Data Base is a collaborative, integrated system serving seven health licensing boards and our agency participates with this group. The boards continue to be cooperative in system development by having one lead board globally design, implement and debug systems and the other boards in the collaborative adopting the product once the system is effective. By rotating that financial and leadership responsibility, we have efficiently and economically created a quality data base system. Common goals for the SBLM during the next biennium include:

1. Continue to modify existing online licensing renewal system with minor software changes
2. Develop common online complaint form
3. Develop initial application for online applicants
4. Develop continuing education online approval and payment system
5. Work with academia in providing online transcript and applicant proof of education.

C1. Major information or technology issues to be addressed over the next 2-4 years:

The Health Licensing Boards continue to evaluate best practices and are considering a reassignment of human resources to create an internal DTE redesign team. The significant issue is software development in terms of expense and selection of quality candidates.

C2. Constraints and impediments to success:

The Health Licensing Boards will potentially request an increase in spending authority in this biennium. As fee supported, Fund 171 agencies, revenue must cover all of our expenses. We do not receive general revenue funding.

C3. Platform, architectural or data concerns to be addressed:

Strategically, we are attempting to more fully merge 17 separate functions into a continuously improving quality health licensing system serving the continuum of small, medium and large boards. Continuous upgrading of servers, PC's, etc is included in our internal strategic and financial plans for the biennium.

D. Major IT related strategies or initiatives over the next 2-4 years:

The strategies and actions are listed in "A".

E. Projects or applications with potential for benefiting other agencies:

Our system and upgrade projects could be duplicated and utilized for other smaller agency licensing functions. Citizens and other state agencies benefit from transparent government as most public information is now accessible through our websites.

F. How organized to manage project management and systems development:

The seventeen boards work cooperatively with shared staff. One IT network administrator is available for seventeen boards and software development has occurred independently through outside contracting. Internal reorganization may occur this year to attempt to hire software personnel by pooling all the individual board professional and technical contract funds, therein creating common platforms and ultimately reducing expenses.

G. Processes or services that could be performed by other agencies:

This past biennium, a non-health licensing board (Barbers and Cosmetology) was added to the shared service model offered by the Administrative Services Unit, which is a centralized business office for all boards. Due to the board governance model of directly having citizens drive the board's operational policies, the agencies have created independent systems. We continue to value collaboration on common processes, but cannot adequately assess what could be performed by other non-health board agencies.

H. Potential conflicts with state information strategies, architecture and policy:

We don't anticipate any conflicts. The only concern is if there were to be a mandate to convert to a less flexible and less comprehensive product that would not provide the range and quality of services that the licensees and the public have come to expect and depend upon. Minnesota is nationally recognized for its superior health licensing systems, directed by citizens, which provide high quality and efficient services for the public and licensees.

Agency IT Portfolio: Dietetic & Nutrition Practice Bd

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$277	\$112	\$10,450	\$466	\$636	\$8		\$135				\$12,083
2005 Total:		\$277	\$112	\$10,450	\$466	\$636	\$8		\$135				\$12,083
2006	171	\$18	\$0	\$4,930	\$10	\$695	\$14	\$1,431	\$443	\$0	\$0		\$7,541
2006 Total:		\$18	\$0	\$4,930	\$10	\$695	\$14	\$1,431	\$443	\$0	\$0		\$7,541
Agency Total:		\$295	\$112	\$15,380	\$475	\$1,331	\$22	\$1,431	\$578	\$0	\$0		\$19,624

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Small Board Licensing Management Database	Seven Health Licensing Boards collaborated to create a shared licensing data base.	Licenses or permits	Mostly citizens at large	PC	2001	2005	Growth	0 - \$100k
Business Value:		Technical Condition:		Comments:				

Project Portfolio

No Projects Registered

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100			\$4,500	\$1,135	\$7,735	\$201	\$8,128	\$224				\$21,923
2005 Total:				\$4,500	\$1,135	\$7,735	\$201	\$8,128	\$224				\$21,923
2006	100	\$3,926	\$95	\$0	\$4,704	\$9,805	\$0	\$232	\$0	\$0	\$0		\$18,763
2006	200	\$0	\$249	\$0	\$4,411	\$190	\$231	\$5,014	\$0	\$0	\$0		\$10,095
2006 Total:		\$3,926	\$344	\$0	\$9,115	\$9,995	\$231	\$5,246	\$0	\$0	\$0		\$28,857
Agency Total:		\$3,926	\$344	\$4,500	\$10,250	\$17,730	\$432	\$13,374	\$224	\$0	\$0		\$50,780

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2006**B. Emerging business needs to be address with technology over the next 2-4 years:**

1. Teacher shortages must be addressed with new tools and systems for attracting and retaining highly qualified educators
2. Data driven value added decision making capability is essential to allow analysis and improvements in educational outcomes
3. Providing integrated web-based tools to smaller districts.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Some mission critical agency systems are old and reside on mainframes supported by experts facing retirement.

C2. Constraints and impediments to success:

Converting systems to modern technologies a large and multi-year complex process since current domain knowledge must be preserved.

C3. Platform, architectural or data concerns to be addressed:**D. Major IT related strategies or initiatives over the next 2-4 years:**

They fall into three categories.

1. Infrastructure: Convert to service based architecture with data dictionary and warehouse reporting
2. Organizational: Create a project management organization to align IT objectives with departmental goals.
3. Application: Develop strategic applications for new areas or to create efficiencies or consolidations in current applications.

E. Projects or applications with potential for benefiting other agencies:

Unknown at this time.

F. How organized to manage project management and systems development:

MDE has recently organized around five core functions.

1. Project Management. This function works with program areas to determine direction and desired IT projects and features
2. Development. This area designs and maintains systems.
3. Quality Assurance. To ensure that delivered systems meet requirements
4. Network/Infrastructure. A group that manages security, infrastructure, and other hardware and software issues
5. Help Desk. Performs 1st level support on agency systems

G. Processes or services that could be performed by other agencies:

Email and other utility functions.

H. Potential conflicts with state information strategies, architecture and policy:









Customization required due to differences in business processes may make sharing applications difficult.

Agency IT Portfolio: Education Dept (K-12)

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	2,012,787	\$146,627	\$694,671	\$1,048,009	\$120,063	\$112,969	\$1,221,492	\$114,450				\$5,471,069
2005	200	\$798,859	\$5,322	\$58,150	\$4,989	\$107,398	\$8,097	\$450	\$1,050				\$984,314
2005	300	\$388,482	\$871	\$523,799	\$416,017	\$21,006	\$46,292	\$130,141	\$8,183				\$1,534,791
2005	690				\$2,790		\$126	\$4,720	\$400				\$8,036
2005 Total:		\$3,200,128	\$152,821	\$1,276,620	\$1,471,804	\$248,468	\$167,484	\$1,356,802	\$124,082				\$7,998,210
2006	100	1,800,895	\$40,462	\$671,198	\$644,983	\$121,891	\$64,833	\$210,928	\$95,464	\$0	\$0		\$3,650,655
2006	200	\$662,486	\$3,421	\$55,900	\$20,128	\$134,900	\$1,082	\$1,740	\$1,391	\$0	\$0		\$881,048
2006	300	\$917,314	\$2,222	\$858,679	\$137,685	\$16,977	\$25,088	\$46,915	\$12,197	\$0	\$0		\$2,017,077
2006	690	\$0	\$0	\$0	\$150	\$0	\$0	\$0	\$0	\$0	\$0		\$150
2006 Total:		\$3,380,695	\$46,106	\$1,585,777	\$802,946	\$273,768	\$91,003	\$259,583	\$109,052	\$0	\$0		\$6,548,929
Agency Total:		\$6,580,823	\$198,927	\$2,862,397	\$2,274,750	\$522,235	\$258,487	\$1,616,386	\$233,134	\$0	\$0		\$14,547,139

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
ELTQ, HQ, STAR, STAFF	A set of systems licenses, renews and collects information on Minnesota Teachers. Aligns with the MF COBOL conversion as described in the Program Finance Project.	Education - E-12	Constituent groups	Other	Prior 1985	2001	Maturity	\$100k - \$500k
	Business Value:  Technical Condition: 							Comments: Originally Implented as several disparate systems on multiple platforms. Current initiative is to consolidate and unify the platforms.
MDE Datawarehouse	A new system that is a collection of validated and conformed data in a securely accessible system	Education - E-12	Constituent groups	Server	2006	2006	Emerging	\$500k - \$1 million
	Business Value:  Technical Condition: 							Comments: A new system to permit value added data driven decision making to enhance educational outcomes. This will be the primary publication vehicle for all educational data collected by the agency.
School and District Finance Syste ^m s	A new set of systems that caclulates, issues and tracks payments to school districts based on legislative forumlas to replace the aging MF COBOL systems.	Education - E-12	Constituent groups	Mainframe	Prior 1985	Prior 1985	Emerging	\$100k - \$500k
	Business Value:  Technical Condition: 							Comments: We are transitioning the current aging and brittle MF COBOL systems to modern web based systems. We have reduced the number of COBOL programers, stopped new development on the MF, and have a schedule for conversion.
Student Information System	A new set of systems that allows MDE to maintain and publish historical data on individual students to be available in a secure fashion.	Education - E-12	Constituent groups	Other	Prior 1985	1995	Growth	0 - \$100k
	Business Value:  Technical Condition: 							Comments: Implented as several disparate systems on multiple platforms currently. This new consolidation will significantly improve the level of services that MDE provides districts and schools.

Project Portfolio

No Projects Registered

IT Budget Initiative

Initiative: Computer-Based Formative Assessment

FY2008-09: \$5,850,000 FY2010-11: \$9,360,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific General Fund Initiatives

Evaluation Criteria

Comments

- 1. Is this request consistent with enterprise-wide priorities, standards and goals?
- 2. How critical is this initiative to meeting the agency's operational and/or business needs?
- 3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?
- 4. Are the cost estimates for this project reasonable?
- 5. Is there an existing application that can be leveraged to meet the requirements of this initiative?
- 6. Can this initiative be combined with another proposed initiative?
- 7. Will the results of this initiative be shareable with other agencies?

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

IT Budget Initiative

Initiative: Computer-Based Formative Assessment

Evaluation

8. How adaptable is this initiative to address future needs?

9. What is the magnitude of the positive outcomes expected of this initiative?

Overall Comments:

OET needs to work with MDE to refine proposed initiative in order to ensure leveraging of state technology architecture and standards and volume purchasing arrangements already in place.

IT Budget Initiative

Initiative: MN Library for the Blind Digital Technology
(Agency identified in OET Small Agency Technology initiative.)

FY2008-09: \$0 FY2010-11: \$0

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Projects included in OET Small Agency Initiative

Evaluation Criteria

Comments

- 1. Is this request consistent with enterprise-wide priorities, standards and goals?
- 2. How critical is this initiative to meeting the agency's operational and/or business needs?
- 3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?
- 4. Are the cost estimates for this project reasonable?
- 5. Is there an existing application that can be leveraged to meet the requirements of this initiative?
- 6. Can this initiative be combined with another proposed initiative?
- 7. Will the results of this initiative be shareable with other agencies?

IT Budget Initiative

Initiative: MN Library for the Blind Digital Technology

Evaluation

8. How adaptable is this initiative to address future needs?

9. What is the magnitude of the positive outcomes expected of this initiative?

Overall Comments:

IT Budget Initiative

Initiative: MN Library for the Blind Software Maintenance
(Agency identified in OET Small Agency Technology initiative.)

FY2008-09: \$0 FY2010-11: \$0

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Projects included in OET Small Agency Initiative

Evaluation Criteria

Comments

- 1. Is this request consistent with enterprise-wide priorities, standards and goals?
- 2. How critical is this initiative to meeting the agency's operational and/or business needs?
- 3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?
- 4. Are the cost estimates for this project reasonable?
- 5. Is there an existing application that can be leveraged to meet the requirements of this initiative?
- 6. Can this initiative be combined with another proposed initiative?
- 7. Will the results of this initiative be shareable with other agencies?

IT Budget Initiative

Initiative: MN Library for the Blind Software Maintenance

Evaluation

8. How adaptable is this initiative to address future needs?

9. What is the magnitude of the positive outcomes expected of this initiative?

Overall Comments:

IT Budget Initiative

Initiative: School Technology Funding

Funding is distributed by MDE to school districts.

FY2008-09: \$38,000,000 FY2010-11: \$0

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific General Fund Initiatives

Evaluation Criteria

Comments

- 1. Is this request consistent with enterprise-wide priorities, standards and goals?
- 2. How critical is this initiative to meeting the agency's operational and/or business needs?
- 3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?
- 4. Are the cost estimates for this project reasonable?
- 5. Is there an existing application that can be leveraged to meet the requirements of this initiative?
- 6. Can this initiative be combined with another proposed initiative?
- 7. Will the results of this initiative be shareable with other agencies?

IT Budget Initiative

Initiative: School Technology Funding

Evaluation

8. How adaptable is this initiative to address future needs?

9. What is the magnitude of the positive outcomes expected of this initiative?

Overall Comments:

OET needs to work with MDE to refine proposed initiative in order to ensure leveraging of state technology architecture and standards and volume purchasing arrangements already in place.

Agency IT Portfolio: Electricity Board

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	200	\$107,620		\$3,230	\$13,462	\$21,582	\$3,717	\$18,309					\$167,920
2005 Total:		\$107,620		\$3,230	\$13,462	\$21,582	\$3,717	\$18,309					\$167,920
2006	200	\$1,117	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,117
2006 Total:		\$1,117	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,117
Agency Total:		\$108,737	\$0	\$3,230	\$13,462	\$21,582	\$3,717	\$18,309	\$0	\$0	\$0	\$0	\$169,036

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2006

B. Emerging business needs to be address with technology over the next 2-4 years:

Replace existing ambulance and EMS personnel licensing system (currently in Visual FoxPro) with online application incorporating all agency business needs.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Same as above

C2. Constraints and impediments to success:

Limited budget

C3. Platform, architectural or data concerns to be addressed:

We have an existing ambulance data collection system (MNSTAR) using SQL Server which we want to be compatible with our new licensing system.

D. Major IT related strategies or initiatives over the next 2-4 years:

Same as described in B. We will also be moving from a state administered paper and pencil exam to an online exam offered through the National Registry of EMTs. (effective 1/1/07)

E. Projects or applications with potential for benefiting other agencies:

MNSTAR has already been used as a basis for developing the State Trauma System Database at the Department of Health.

F. How organized to manage project management and systems development:

We are a small agency with a total of 15 employees. We have one computer developer and we share a network manager with the other 15 health licensing boards.

G. Processes or services that could be performed by other agencies:

None that I am aware of.







H. Potential conflicts with state information strategies, architecture and policy:

We are one of 5 agencies engaged in the licensing pilot project. Our needs may be too varied to fit into a joint application shared by other agencies.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$52,724	\$1,269	\$4,800	\$67,512	\$20,720	\$1,545	\$49,216					\$197,788
2005	171	\$803	\$232	\$10,000	\$1,254	\$6,846	\$3,966	\$19,714	\$182				\$42,998
2005	300				\$6,883			\$8,061					\$14,944
2005 Total:		\$53,527	\$1,502	\$14,800	\$75,649	\$27,566	\$5,512	\$76,991	\$182				\$255,729
2006	100	\$67,534	\$578	\$0	\$1,751	\$26,203	\$2,717	\$19,645	\$4,801	\$0	\$0		\$123,229
2006	171	\$0	\$22	\$0	\$908	\$7,257	\$0	\$130	\$0	\$0	\$0		\$8,316
2006 Total:		\$67,534	\$600	\$0	\$2,659	\$33,460	\$2,717	\$19,775	\$4,801	\$0	\$0		\$131,545
Agency Total:		\$121,061	\$2,101	\$14,800	\$78,308	\$61,025	\$8,229	\$96,766	\$4,983	\$0	\$0		\$387,274

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
EMS System	Ambulance and EMS personnel licensing system.	Licenses or permits	Other state agencies or bodies	Server	1997	2004	Decline	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
EMSRB Website	EMSRB website includes the information for public and online access for disclosure, personal information, training programs, medical response unit.	Other	Specific sub-group of customers or clients	Server	2002	2002	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
MNSTAR	Minnesota state ambulance reporting system	Other	Specific sub-group of customers or clients	Server	2001	2006	Growth	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2006**B. Emerging business needs to be address with technology over the next 2-4 years:**

- Attract, recruit, hire, and retain diverse, qualified and talented state employees
- Ensure that the hiring process is flexible, efficient and accessible for job seekers, state managers/supervisors and HR staff
 - Support the electronic posting of vacancies, resume submissions and screening and referral of candidates
 - Create, maintain and monitor hiring metrics
 - Provide information and planning tools to support workforce planning efforts at statewide and agency levels
 - Oversee market-competitive compensation plans to ensure a skilled workforce of effective size
 - Negotiate salary and benefit packages that balance the state's desire to remain a competitive employer with the need to control costs
 - Maintain effective relationships with HRDP and ACCESS groups

Effectively administer cost-efficient benefit programs for the state and its employees

- Use data and technology to leverage purchasing power
- Identify and implement programs for key health conditions that account for majority of expenses
- Set stringent purchasing specifications and detailed vendor performance standards
- Design and evaluate options for effective health care delivery and financing strategies
- Assure disease management services are being appropriately purchased and provided
- Hold vendors and providers accountable for results
- Provide greater information on quality, impact and cost of health care services
- Provide for maximum flexibility to adapt to changing market conditions, new demands, opportunities or budget challenges
- Provide a constant stream of feedback to improve and innovate
- Maintain a call service center
- Provide workers compensation, insurance benefits, risk management and workplace safety services to employees and state agencies

Utilize comprehensive information technology to support human resource management

- Maximize the use of the Human Resource Management System (PeopleSoft/Oracle)
- Audit data in systems for accuracy and integrity
- Create analytics to facilitate strategic HR planning decisions at statewide and agency levels
- Enhance statewide e-government by incorporating the use of self-service technology where practicable
- Continue to enhance the delivery of electronic information to employees via State Employee Express—SEE (Authoria software)
- Utilize web-based tools to create and deliver state employee training
- Manage the state employment and recruitment systems
- Manage and roll out web-based on-boarding system (NewHire Online) that collects and disseminates new hire information and imports it into the HRMS
- Maintain a centralized contract negotiations database
- Maintain and update the Workers' Compensation claim system, Gencomp

C1. Major information or technology issues to be addressed over the next 2-4 years:

- Security measures
- Implementation of SEMA4 upgrades to current Oracle/PeopleSoft versions
- Expansion of imaging/document management within DOER
- Expansion of self-service and EGS
- Additional business needs are emerging that will benefit all human resources offices such as an automated

E. Projects or applications with potential for benefiting other agencies:

Maintaining and enhancing current HR and Benefits applications (SEMA4, Resumix, Workers' Compensation, State Employee Express, and NewHire OnLine).

Maintaining and enhancing the Extranet to benefit other state agencies with up to date HR management tools and information and to encourage the sharing of information and expertise between agencies and DOER.

The adoption of State Employee Express and NewHire OnLine is the decision of each agency human resource office, but each has the opportunity to yield significant time savings for staff.

VoIP was implemented in 2005 in DOER. The DOER Insurance Call Service Center was established using the functionality of these OET-provided services to the benefit of staff and agencies.

Create shared storage of common HR documents and provide external access to documents and images for state agencies.

F. How organized to manage project management and systems development:

Technology responsibilities are centralized in our Information Systems Division. Business staff are deeply involved and invested in all projects.

Strategic Information

background check system and employment verification system.

C2. Constraints and impediments to success:

Resources.

An additional impediment will be user acceptance, as the current system was highly customized to meet the needs of all stakeholders. Any new system implemented will likely not contain the robust features and benefits of current system.

C3. Platform, architectural or data concerns to be addressed:

The mainframe environment is too expensive for us. We have addressed that in our current project to move to a much less expensive environment for SEMA4.

D. Major IT related strategies or initiatives over the next 2-4 years:

DOER intends to further web-enable applications for customer use and to provide further electronic access methods for state employees, agencies, and the public to conduct business with DOER. Much of this will be accomplished through existing resources of the Department over time.

Expand use of imaging technology internally, within the divisions, and externally for agency HR offices.

Maintain and enhance existing applications (SEMA4, Resumix, Workers' Compensation, State Employee Express, and NewHire OnLine)

G. Processes or services that could be performed by other agencies:

None

H. Potential conflicts with state information strategies, architecture and policy:

No conflicts identified at this time.

Agency IT Portfolio: Employee Relations Dept

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$666,296	\$1,495	\$165,277	\$35,645	\$28,959	\$37,817	\$63,593					\$999,082
2005	200	\$672,185	\$16,667	\$185,703	\$206,525	\$21,168	\$15,827	\$21,022					\$1,139,096
2005	550	\$505,686			\$708,558	\$17,688	\$530						\$1,232,462
2005	551				\$0	\$1,043							\$1,043
2005 Total:		\$1,844,167	\$18,162	\$350,979	\$950,728	\$68,859	\$54,173	\$84,615					\$3,371,683
2006	100	\$681,395	\$6,532	\$96,354	\$8,547	\$21,264	\$74,970	\$13,774	\$0	\$0	\$0		\$902,836
2006	200	\$685,365	\$25,251	\$124,195	\$316,152	\$20,466	\$11,532	\$29,449	\$0	\$0	\$0		\$1,212,409
2006	550	\$495,449	\$0	\$36,900	\$1,080,152	\$11,735	\$636	\$13,812	\$0	\$0	\$0		\$1,638,683
2006	551	\$0	\$0	\$0	\$0	\$687	\$0	\$887	\$0	\$0	\$0		\$1,574
2006 Total:		\$1,862,209	\$31,783	\$257,449	\$1,404,851	\$54,152	\$87,137	\$57,922	\$0	\$0	\$0		\$3,755,503
Agency Total:		\$3,706,376	\$49,945	\$608,428	\$2,355,579	\$123,011	\$141,311	\$142,536	\$0	\$0	\$0		\$7,127,186

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Authoria (State Employee Express)	Web based information delivery system accessible through Employee Self Service.	Employee relations	State employees	Server	2004	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
GenComp	Workers' Compensation claims management system	Worker safety and compensation	Mostly internal to agency	Server	1990	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Vendor provides all system modifications to the software. Enhancements are separately priced.					
Resumix	Talent management system used for state hiring	Employment services	Other state agencies or bodies	Server	2002	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: includes several web-based tools integrated with Resumix for job seekers, HR staff and hiring mgrs					
SEMA4 and Employee Self Service	Human Resource, Benefits, and Payroll statewide information system (and employee self service functionality).	Payroll and Insurance	Other state agencies or bodies	Server	1995	2003	Growth	greater than \$1 million
	Business Value:	Technical Condition:	Comments: Currently migrating to lower cost server platform from mainframe platform					

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
SEMA4 Platform Change	11/1/2005	2/19/2007	Enterprise	Information System	Reduced Cost	Maintenance or Operation	Strategic

Strategic InformationA. Strategic IT Plan: Updated: NA**B. Emerging business needs to be address with technology over the next 2-4 years:**

Emerging business needs can be characterized by the phrase "Anytime, Anywhere". Needs are emphasizing a shift from a supply controlled brick and mortar model to a customer centric, virtual service delivery model. Business is emphasizing/demanding a self service, web enabled around the clock model that empowers the user and requires mobility for our workforce.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Our major issue continues to be alignment and delivery of supporting technology for a changing business model. As such, we phase significant challenges in enabling back office application to allow for customer controlled interfaces. Mobility and security are also major challenges/issues for our traditional bricks and mortar based support structure.

C2. Constraints and impediments to success:

Primary constraint is lack of flexibility in obtaining the key factor of production necessary to run a 21st century information technology organization: people Our ability to obtain human talent, whether temporarily or on a permanent basis remains hindered by 19 century, industrial-revolution-based, labor & contracting agreements/practices. Furthermore, we are asked to compete (and perform) like the private sector, yet are asked to do so with one hand tied behind our back: our ability to obtain talent in a flexible, expeditious, not-bureaucratic way. Until this barrier is removed or re-examined, we will continue to provide second class products and be forced into reactive (vs. proactive) delivery of service.

C3. Platform, architectural or data concerns to be addressed:

Most platform, architectural or data concerns are being address by our long term commitment to a technology simplification strategy. DEED has systematically eliminated variability in our service delivery model by promoting single solutions to our products and services. This elimination of competing approaches to delivering the same service allows us to improve quality and reduce overall costs to create business value.

D. Major IT related strategies or initiatives over the next 2-4 years:

Our overarching strategy is to reduce variability. Its pragmatic implications is to document, consolidate and simplify our IT delivery process in order to "do less things really well". Our key strategies are to organize around our customers (and not vice versa), emphasize process (sequence of steps necessary to create a product/service and emphasize metrics (be able to know well you are doing at any time.

E. Projects or applications with potential for benefiting other agencies:

Our applications are very specific to the business of DEED so they probably would not benefit other state agencies with other business. However, our infrastructure support may be able to be leveraged for other enterprise activities.

F. How organized to manage project management and systems development:

The Business and Information Technology unit reorganized to perform as a matrix organization with the goal of organizing projects more effectively. We have created and developed an internal PMO and have four IT dedicated project managers to manage all applications and client relationships This office will manage all project work for DEED and the functional system supervisors will deal with HR issues.

G. Processes or services that could be performed by other agencies:

Utility services could be managed by third parties. The include services such as messaging, telecommunications, storage, disaster recovery, backup, processing, etc.

H. Potential conflicts with state information strategies, architecture and policy:

DEED is very heavily federally funded and, as a result, the federal government has requirements that regulate those programs. State mandated changes will have to be considerate of these regulations. Furthermore, any deviation from current delivery mechanisms will certainly result in short term (1-3 year) transition periods and unforeseen costs.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	1,012,243	\$4,932	\$31,215	\$86,191	\$93	\$28,604	\$179,268	\$5,150				\$1,347,696
2005	200	\$297		\$6,634,490	\$1,626		\$5,412		\$182				\$6,642,006
2005	245			\$58,840		\$113							\$58,953
2005	300			\$46,240	\$763								\$47,003
2005	310	7,638,688	\$392,425	\$1,432,267	\$3,294,602	\$2,797,027	\$231,030	\$553,188	\$115,858		\$742,074		\$17,197,159
2005	690			\$30,000	\$9,296								\$39,296
2005 Total:		\$8,651,228	\$397,357	\$8,233,052	\$3,392,478	\$2,797,233	\$265,046	\$732,456	\$121,190		\$742,074		\$25,332,113
2006	100	\$666,503	\$0	\$0	\$134,555	\$58	\$876	\$127,785	\$0	\$0	\$0		\$929,777
2006	200	\$0	\$0	\$12,047,850	\$709	\$0	\$0	\$0	\$0	\$0	\$0		\$12,048,559
2006	245	\$0	\$0	\$254,615	\$0	\$0	\$0	\$637	\$0	\$0	\$0		\$255,252
2006	300	\$0	\$0	\$0	\$0	\$0	\$0	\$6,682	\$0	\$0	\$0		\$6,682
2006	310	7,693,719	\$441,017	\$2,903,933	\$6,070,214	\$2,480,486	\$466,931	\$1,365,742	\$25,397	\$0	\$629,394		\$22,076,834
2006	690	\$0	\$0	\$0	\$3,851	\$0	\$0	\$3,350	\$0	\$0	\$0		\$7,202
2006 Total:		\$8,360,222	\$441,017	\$15,206,398	\$6,209,329	\$2,480,544	\$467,807	\$1,504,196	\$25,397	\$0	\$629,394		\$35,324,304
Agency Total:		17,011,450	\$838,375	\$23,439,450	\$9,601,806	\$5,277,777	\$732,854	\$2,236,652	\$146,586	\$0	\$1,371,468		\$60,656,417

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
17 Public websites, 2 Internal sites	Informational websites, includes some interactive applications, plus hundreds of PDF forms.	Economic Development	Mostly citizens at large	Server	1998	2005	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Affirmative Action Tracking (AAT)	Aid agency in tracking affirmative action goals.	Employee relations	Mostly internal to agency	PC	2000	2000	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Is an Access 2K application.					
Alien Labor Certification System - ALCS	Certifies that certain aliens are in the US for valid Labor reasons	Licenses or permits	Mostly citizens at large	PC	1998	2000	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Access 97 application that should be upgraded to Access 2003					
Biz Nice	Manages complaint resolution involving state regulatory environment	Economic Development	Businesses or professions	Server	2003	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Web based .NET/Visual Studio 2005 Application					
BLS CEW	Bureau of Labor Statistics data on covered wages. Provides employment and industry data for MN, midwest and 50 states. Used in determining MN comparative advantage	Economic Development	Mostly internal to agency	Server	1998	2000	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Is an Access 2000 application running on SQL Server.					
Central Mailing Database	Used to maintain Departmental mailing lists for different groups that DEED communicates with.	Economic Development	Constituent groups	Server	1999	1999	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: VB 6 application with SQL Server back end.					
Client registration system	registration and services tracking software for workforce center resource rooms	Register individuals or businesses	Mostly citizens at large	Server	2006	2006	Emerging	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
DEED IntraWeb Site	Provides internal employee information, Agency Organization, discreet customer information & internal support services for DEED operations.	Employee relations	Mostly internal to agency	Server	2003	Prior 1985	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Application uses both ASP & Perl with SQL Server back end. Need to eventually be upgraded to Visual Studio 05.					

Agency IT Portfolio: Employment & Economic Dev Dept

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
DEED Web Site	Provides public information on Business, Community Development & Employment Services	Economic Development	Businesses or professions	Server	2003	2003	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Written in classic ASP and PERL. May eventually will upgraded in Visual Studio 2005					
Dislocated Worker Grant Management System	Manages Dislocated Worker Events and Grants to assist in worker re-training	Grants management	Businesses or professions	Server	2002	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: ASP.NET Web application in Visual Studio 2003 w/SQL Server DB being converted to VS 2005.					
Employer Self Service Application	This application allows Minnesota employers to report wage detail and pay their Unemployment Insurance tax.	Taxation	Businesses or professions	Server	2005	Prior 1985	Emerging	greater than \$1 million
	Business Value:	Technical Condition:	Comments:					
Firm File	Manages MN Trade Office interactions/support to business clients with export potential	Economic Development	Businesses or professions	Server	2000	2000	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Visual Basic 6 Application running on SQL Server.					
IBSD	International Business Services Directory is a application that provides exporters with a directory of business services with search capability.	Economic Development	Businesses or professions	Server	2001	2002	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: ASP.NET/Visual Studio 2003 Web application with SQL Server DB.					
Integrated Database	Grant management Application for Business and Community Development Division. Includes performance data	Economic Development	Mostly internal to agency	Server	1997	2000	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: An Access 2000/SQL Server application.					
JobZ Deal Evaluator	Evaluation tool for Communities to measure Quality of JobZ Proposals	Economic Development	Local government/Higher Ed/E-12 Ed	Server	2004	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: ASP.NET2/Visual Studio 2005 Application with SQL Server DB					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
JobZ Tax Benefit Calculator	Permits businesses to calculate tax savings if they locate job expansions in a JobZ Zone	Economic Development	Businesses or professions	Server	2004	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: ASP Web application w/SQL Server DB. Reflects governor's economic development priorities.					
JobZ Tracker	Track JobZ projects from proposal to completion. Provides employment, wage & capital investment data	Economic Development	Businesses or professions	Server	2005	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: ASP.NET/Visual Studio 2003 application with SQL Server DB.					
LMI Web Site	Provides Web based tools for determining occupation, employment and wage information and projections	Economic Development	Businesses or professions	Server	2003	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: ASP Web applications with SQL Server backend					
Minnesota Job Bank	Labor exchange web application	Employment services	Mostly citizens at large	Server	2000	2004	Decline	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: This system is being replaced in the 2nd quarter of 2007 - See Project Portfolio					
MISER	Provides user with manufacture export data by state & country by NAICS codes to 4 digit level	Economic Development	Mostly internal to agency	Server	2001	2001	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Access 2K application w/SQL Server DB. May eventually be upgraded to Visual Studio 2005					
MJSP	Grant Management application for MJSP Program Unit	Grants management	Businesses or professions	Server	1999	2002	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: This is a VB 6 Application.					
MNPRO	Statewide DB of Community demographic data and available Commercial & JobZ properties	Economic Development	Businesses or professions	Server	1991	2003	Maturity	
	Business Value:	Technical Condition:	Comments: Application in ASP & ASP.NET w/SQL Server DB. Eventually will be migrated to VS 2005					
Publications Ordering Database	Permits Individuals and businesses to order publications from DEED public Web site.	Economic Development	Mostly citizens at large	Server	2001	2001	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Classic ASP with Access DB. Eventually will be re-written in Visual Studio 2005.					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Rapid Response Survey Database	Application allows Scanning/Entry of Job skills data for laid off employees. Generates employee skills report used by Service providers for vendor training proposals	Employment services	Businesses or professions	Server	1998	2002	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Access 2K application.					
SESA (State Economic Security Accounting)	Accounting system for state unemployment agencies	Accounting and budgeting	Mostly internal to agency	Mainframe	Prior 1985	1989	Decline	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
SSB CCSS Invoice	Used by Communications Center for invoicing customers who purchased Braille books or tapes.	Accounting and budgeting	Mostly citizens at large	Server	2003	2003	Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments: Access 2K application with SQL Server DB					
SSB Communications Center System	Provides SSB Communications Ctr staff w/info on clients receiving Braille library services, tapes, equipment, and volunteers.	Employment services	Mostly citizens at large	Server	2001	1999	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Access 2K application w/ SQL Server DB.					
Unemployment Insurance System	UI System provides a temporary partial wage replacement to those Minnesota workers who are unemployed through no fault of their own.	Employment services	Mostly citizens at large	Mainframe	Prior 1985	1989	Maturity	greater than \$1 million
	Business Value:	Technical Condition:	Comments: Under major revision (see UITIP project on project portfolio)					
VERSA	Client management system for individuals claiming disability	handle claims	Mostly citizens at large	AS400	1998		Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Workforce One	Case Management/MIS system for Employment and training programs & welfare caseload	Employment services	Mostly internal to agency	Server	2004	2006	Growth	greater than \$1 million
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
CareerOneStop	1/2/2007	1/24/2007	Agency Unique	Information System	Customer Satisfaction	Other	Strategic
CareerOneStop Redesign	1/4/2007	1/24/2007	Agency Unique	Information System	Customer Satisfaction	Other	Strategic
DEED UI Project	9/1/2006	9/30/2007	Agency Unique	Information System	Customer Satisfaction	Unknown	Unknown
Minnesota Job Bank Upgrade	11/1/2005	3/31/2007	Agency Unique	Information System	Customer Satisfaction	New Application	Strategic
Resume Job Description Interview Coaches	4/11/2006	4/11/2006	Shared Services	Other	Customer Satisfaction	New Application	Other
Unemployment Insurance Technology Information Project UITIP	1/1/2002	12/31/2007	Agency Unique	Information System	Other	New Application	Strategic

Strategic Information

A. Strategic IT Plan: Updated: 2006

B. Emerging business needs to be address with technology over the next 2-4 years:

We will focus on implementing more collaborative systems, implementing industry best practices and transforming business processes to the benefit of our citizens.

C1. Major information or technology issues to be addressed over the next 2-4 years:

OET is implementing a "federated" model of IT governance, centralizing certain IT utility functions, moving towards existing and new Centers of Excellence appropriate for shared applications, and a common environment for specialized agency initiatives. This strategy is dependent upon successful implementation and operation of enterprise-wide portfolio management, which combines coordinated planning and analysis of agency applications and data with broad project oversight.

C2. Constraints and impediments to success:

Resources for analysis and transition to newer and more efficient systems and approaches; conversion issues for migration to more shared or common systems; resolution of funding and architectural issues

C3. Platform, architectural or data concerns to be addressed:

Establishment of a robust and flexible foundation for EGS; creation of enterprise-wide security and authentication services; consolidation of servers and data centers for greater efficiency and reliability

D. Major IT related strategies or initiatives over the next 2-4 years:

Development of shared and utility services; security; EGS; project and portfolio management

E. Projects or applications with potential for benefiting other agencies:

Project and portfolio management; EGS; security; utility services such as e-mail and telephony

F. How organized to manage project management and systems development:

OET employs both internal and external collaboration in developing strategies for planning, policy and major technology investments. Internally, our agency senior management team reviews all initiatives for consistency with priorities and mission, as well as for customer impact. Externally, several advisory boards comprised of commissioners, deputies and agency CIOs and citizen stakeholders review plans and advise the State CIO.

G. Processes or services that could be performed by other agencies:

Development of Center-of-excellence applications and services; implementation of specific technologies not primary to OET's business model; computer-based training

H. Potential conflicts with state information strategies, architecture and policy:

No conflict; our internal strategies, priorities and policies are keyed to and aligned with state directions in these areas

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	060	\$0	\$0	\$0	\$0	\$0	\$0	\$4,112,507	\$0	\$0	\$0	\$0	\$4,112,507
2005	100	1,779,144	\$2,851	\$0	\$544,777	\$10,845	\$57,714	\$86,255	\$11,497	\$86,207	\$0	\$94,056	\$2,673,346
2005	970	2,868,517	\$2,486,009	\$3,966,600	\$10,636,631	\$23,400,433	\$927,426	\$6,499,732	\$1,290,242	\$152,734	\$0	\$2,712,124	\$74,940,447
2005 Total:		24,647,661	\$2,488,860	\$3,966,600	\$11,181,408	\$23,411,278	\$985,140	\$10,698,494	\$1,301,739	\$238,940	\$0	\$2,806,180	\$81,726,300
2006	060	\$0	\$0	\$0	\$72,498	\$0	\$25,651	\$1,784,023	\$10,165	\$0	\$0	\$0	\$1,892,338
2006	100	1,344,323	\$0	\$4,375	\$34,005	\$8,499	\$22,882	\$37,420	\$10,998	\$0	\$0	\$86,930	\$1,549,432
2006	300	\$0	\$0	\$0	\$450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000
2006	970	4,130,511	\$2,338,285	\$1,834,119	\$10,336,359	\$22,757,713	\$1,244,537	\$4,132,242	\$1,266,077	\$99,765	\$0	\$2,568,848	\$70,708,456
2006 Total:		25,474,834	\$2,338,285	\$1,838,494	\$10,892,862	\$22,766,212	\$1,293,070	\$5,953,686	\$1,287,240	\$99,765	\$0	\$2,655,778	\$74,600,225
Agency Total:		50,122,495	\$4,827,145	\$5,805,094	\$22,074,270	\$46,177,490	\$2,278,210	\$16,652,179	\$2,588,978	\$338,705	\$0	\$5,461,958	\$156,326,525

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
ACF2	Access control software for mainframe computer access	Other	Other state agencies or bodies	Mainframe	Prior 1985	2006	Maturity	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments: Essential to provide secure access to mainframe computer applications and functions					
ARS Problem Ticketing	Problem Management Application	Other	Other state agencies or bodies	Server	1999	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Web Incident/Problen app used for all OET services					
ARS Problem Ticketing	Problem Management Application	Other	Other state agencies or bodies	Server	1999	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Web Incident/Problen app used for all OET services					
BIA Professional	Continuity planning software	Other	Mostly internal to agency	Server	1997	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Not a critical application, but a tool we use to complete agency assessments.					
Budgeting program	Budgeting program for ETS	Accounting and budgeting	Mostly internal to agency	PC			Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Linked Spreadsheets					
Cisco IPCC Hosted	Provides IP telephony and call center agents	Communcations	Local government/Higher Ed/E-12 Ed	IP PBX Carrier Class	2003	2006	Growth	greater than \$1 million
	Business Value:	Technical Condition:	Comments: Infrastructure for utility service provided by an internal service fund					
Electronic Document Management Services	Infrastructure and information architecture for document and image management built on FileNet.		Other state agencies or bodies	Server	2006	2005	Emerging	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments: This application/infrastructure is in the planning stages. Cost analysis is in the preliminary stages and at this time are SWAGs.					
Enterprise Project Management (EPM)	Integrated Microsoft offerings to support Project and Portfolio Management	Procurement	Mostly internal to agency	Server	2006	2006	Emerging	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Staged implementation - mostly Portfolio for OET to start migrating to Project Management.					





Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
eReports	Voice Invoice Distribution and Reporting using the Web Business Value:  Technical Condition: 	Other	Other state agencies or bodies	Server	2006		Emerging	0 - \$100k
	Comments: New, expanding to include all invoices.							
ETFA	Utility for use with ACF2 access control Business Value:  Technical Condition: 	Other	Other state agencies or bodies	Mainframe	Prior 1985	2006	Maturity	0 - \$100k
	Comments: Essential to provide secure access to mainframe computer applications and functions							
ETS- Computer Services Billing	Applications involved in preparing a Computer Services bill for OET-ETS customers Business Value:  Technical Condition: 	Accounting and budgeting	Mostly internal to agency	Mainframe	1993	2003	Maturity	0 - \$100k
	Comments: Feeds from MICS and external sources							
ETS- Voice Billing	Applications involved in preparing a voice bill for OET-ETS customers Business Value:  Technical Condition: 	Accounting and budgeting	Mostly internal to agency	Mainframe	1999	2004	Maturity	0 - \$100k
	Comments: Data extract from ARS Voice, Finished Invoice sent to eReports (Infopac)							
ETS- WAN Billing	Applications involved in preparing a WAN bill for OET-ETS customers Business Value:  Technical Condition: 	Accounting and budgeting	Mostly internal to agency	Mainframe	2002	2004	Maturity	0 - \$100k
	Comments: Data feed from ARS WAN							
Fixed Assets	App to track fixed assets Business Value:  Technical Condition: 	Accounting and budgeting	Mostly internal to agency	PC	2000	2004	Maturity	0 - \$100k
	Comments: Built in Access							
FRS	Revenue vs Expenses app Business Value:  Technical Condition: 	Accounting and budgeting	Mostly internal to agency	PC		2003	Maturity	0 - \$100k
	Comments: Access Database							
LDRPS	Continuity planning software Business Value:  Technical Condition: 	Other	Other state agencies or bodies	Server	1997	2006	Growth	0 - \$100k
	Comments: Critical application in a disaster situation.							
North Star	The State Web portal Business Value:  Technical Condition: 	Publicly accessible Information/web site hosting	Mostly citizens at large	Server	2001	2006	Decline	greater than \$1 million
	Comments:							

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
OET-ETS ARS Voice (COSWeb)	Voice Order/Fulfillment/Billing System	Other	Other state agencies or bodies	Server	2000	2005	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Web interface (COSweb) allows customer to create, view and modify orders, links to eReports					
OET-ETS Voice	Voice Order/Fulfillment/Billing System	Accounting and budgeting	Mostly internal to agency	Server	2000	2005	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Web interface now allows customer to create, view and modify orders. Also links to eReports					
OET-ETS WAN	WAN Order/Fulfillment/Billing System	Accounting and budgeting	Mostly internal to agency	Server	2000	2006	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Re-engineering and Web enabling project underway					
Prompt Payment	Accounts payable app	Accounting and budgeting	Mostly internal to agency	Server	1999	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Link to IA Warehouse					
REQS	Requisition system	Procurement	Mostly internal to agency	Server	2005	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
SOM-Inventory	Inventory CMDB for OET-ETS	Other	Mostly internal to agency	Server	2005	2006	Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments: Integrated with Problem Ticketing, Voice and in the process WAN					
System Designators	This application allows agencies to view their system designators as well as to request a new one. These are required for applications running in the shared sysplex for security rules, billing and operations.	To identify agencies' applicaitons	Mostly internal to agency	Server	2004		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Technology Request System	Approval system for Information Technology	Procurement	Other state agencies or bodies	Server	2006		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Traverse	Accounts receivable application	Accounting and budgeting	Mostly internal to agency	PC	2000	2003	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Custom import utility to receive MAPS data and ETS bills					
Web Authentication Services	Identity Management infrastructure providing user credential repository (LDAP directory) and tools for providing delegated user administration and authorized access control to web resources.	Other	Other state agencies or bodies	Server	2001	2005	Other	greater than \$1 million
	Business Value: 	Technical Condition: 	Comments:					

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
Bemidji Octel Redeployment	5/30/2006	9/12/2006	Unknown	Infrastructure	Reduced Cost	Other	Other
Business Planning for Voice Mail Transition	10/10/2006	12/28/2007	Enterprise	Infrastructure	Other	Infrastructure	Other
CMERDC-LCTN Erate RFP	11/21/2006	1/15/2007	Shared Services	Infrastructure	Customer Satisfaction	Other	Other
Convert DHS Video from H320 to IP	9/13/2006	7/2/2007	Agency Unique	Other	Other	Other	Other
Cross Platform Scheduling	10/16/2006	1/5/2007	Enterprise	Unknown	Reduced Cost	Other	Strategic
EDMS Service Development Project	12/7/2006	6/29/2007	Shared Services	Business Process	Other	Infrastructure	Strategic
eFiling Phase I	3/1/2006	7/3/2006	Shared Services	Information System	Customer Satisfaction	Infrastructure	Mandatory or Legal
Enterprise Email	2/28/2007	2/28/2007	Enterprise	Infrastructure	Other	New Application	Strategic
Enterprise Security Architecture - Policies, Procedures, Standards	7/3/2006	7/1/2007	Enterprise	Infrastructure	Other	Infrastructure	Mitigation of Operational Risk
Enterprise Security Architecture - Security Position Development	7/6/2006	9/1/2006	Enterprise	Infrastructure	Other	Infrastructure	Mitigation of Operational Risk
Enterprise Security Architecture - Web Portal	7/6/2006	9/1/2006	Enterprise	Information System	Other	New Application	Mitigation of Operational Risk
EPM OET Phase 1 and 2	4/24/2006	6/30/2006	Enterprise	Business Process	Maintenance	New Application	Strategic
EquipmentHostingCostValueMatrix	5/17/2006	8/15/2006	Agency Unique	Business Process	Customer Satisfaction	Infrastructure	Strategic
FY08 Budget and Rates for Telecommunications	10/10/2006	5/14/2007	Agency Unique	Other	Other	Other	Other
Greater MN Gateway Service Development	1/2/2006	11/1/2006	Shared Services	Infrastructure	Customer Satisfaction	Infrastructure	Strategic
Infrastructure Consolidation	6/30/2007	6/30/2007	Unknown	Infrastructure	Other	Infrastructure	Strategic
IPT CCM Service Upgrade Development Project	4/25/2006	1/31/2007	Shared Services	Infrastructure	Customer Satisfaction	New Application	Strategic
METNET Network Migration	3/22/2006	11/30/2007	Shared Services	Infrastructure	Other	Infrastructure	Other
MPLS Core Enhancement	5/1/2005	7/17/2006	Enterprise	Infrastructure	Other	Infrastructure	Strategic
NASTD National Conference 2007 Host	4/20/2006	9/1/2007	Agency Unique	Other	Other	Other	Other
OET - Common Inventory for HW	5/1/2006	5/1/2006	Agency Unique	Information System	Customer Satisfaction	Infrastructure	Other
OET Command Center	11/7/2006	7/20/2007	Enterprise	Infrastructure	Other	Infrastructure	Other
OET Components of the SEMA4 Re-Platform Project	11/1/2005	3/2/2007	Shared Services	Information System	Reduced Cost	Other	Other
OETDOT Network Projects	2/1/2006	1/15/2007	Shared Services	Infrastructure	Reduced Cost	Infrastructure	Strategic
OET-OET Extranet	9/20/2006	6/8/2007	Agency Unique	Information System	Customer Satisfaction	Infrastructure	Other
Project Columbia	11/30/2007	11/30/2007	Shared Services	Other	Customer Satisfaction	Other	Strategic

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
Removal of Dedicated Service	5/4/2006	6/29/2006	Unknown	Other	Reduced Cost	Other	Other
Retire Voice Mail System-Sibley County	12/14/2006	7/2/2007	Agency Unique	Infrastructure	Other	Infrastructure	Other
Secure Email Implementation Project	8/15/2005	9/30/2006	Enterprise	Infrastructure	Customer Satisfaction	Infrastructure	Mitigation of Operational Risk
Service Level Agreements	5/26/2005	7/3/2006	Shared Services	Business Process	Customer Satisfaction	New Application	Strategic
Video Services Improvement	2/23/2006	1/31/2007	Enterprise	Business Process	Customer Satisfaction	Maintenance or Operation	Strategic
Voice Invoice Distribution and Reporting using Web	6/29/2006	7/31/2006	Shared Services	Business Process	Reduced Cost	New Application	Strategic
WAN Ordering Re-engineer and Web Enable	9/12/2006	1/31/2007	Agency Unique	Business Process	Customer Satisfaction	Other	Other
Year 10 ERate and Rural Health 070107 to 063008	5/12/2006	2/16/2007	Agency Unique	Other	Unknown	Unknown	Other
Year 9 ERate and Rural Health 070106 to 063007	5/12/2006	5/12/2006	Agency Unique	Other	Unknown	Unknown	Other

IT Budget Initiative

Initiative: Comprehensive Enterprise Security Program
Roll-out a comprehensive enterprise Information Security program
FY2008-09: \$17,072,000 **FY2010-11:** \$17,818,000

Assessment

Assessment:

Comments: ... because this is a high priority enterprise initiative essential for secure citizen transactions and preserving the integrity of state systems and data. There are several initiatives addressing security for which this initiative is needed to provide direction and oversight to leverage the experience of involved personnel to achieve maximum coordination and minimize redundancy.

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Enterprise Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Highest priority
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Comprehensive security program. Essential for secure citizen transactions and preserving the integrity of state systems and data
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Aggressive schedule will demand continued rigorous attention to schedule management and ramp up issues
4. Are the cost estimates for this project reasonable?	Enterprise solution
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	NA
6. Can this initiative be combined with another proposed initiative?	There are several security initiatives that may be combined.
7. Will the results of this initiative be shareable with other agencies?	Enterprise solution

IT Budget Initiative

Initiative: Comprehensive Enterprise Security Program

Evaluation

8. How adaptable is this initiative to address future needs?

Yes.

9. What is the magnitude of the positive outcomes expected of this initiative?

Extremely important.

Overall Comments:

Initiative will be rolling out the enterprise solutions (vulnerability assessment, intrusion detection etc.) by function rather than by agency. There will be some exceptions where agencies have more stringent requirements. 40 agencies part of security council well-informed of staging details. Plan to have communications to small agencies to address the challenge of some of them being out of the loop.

IT Budget Initiative

Initiative: Enterprise Information Management

This is an expansion in the oversight capabilities of enterprise technology and of the measurement, analysis and planning resources needed for proper coordination of more than \$500 million in technology expenditures annually.

FY2008-09: \$1,353,000 FY2010-11: \$1,482,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Shared & Cross-Agency Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Required for mandated level of oversight of enterprise technology
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Critical to agency's statutory responsibilities for oversight and planning.
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Yes.
4. Are the cost estimates for this project reasonable?	Yes.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	NA
6. Can this initiative be combined with another proposed initiative?	Supportive of other initiatives.
7. Will the results of this initiative be shareable with other agencies?	This initiative will serve all agencies.

IT Budget Initiative

Initiative: Enterprise Information Management

Evaluation

8. How adaptable is this initiative to address future needs?

This initiative is building a foundation of good information management practices that will be adaptable to meet future requirements.

9. What is the magnitude of the positive outcomes expected of this initiative?

Initiative will have a significant positive impact on the effectiveness of IT planning and oversight functions.

Overall Comments:

Necessary to carry out the expanded CIO enterprise information management functions, complete the architecture, expand business process reengineering expertise, expand analysis of portfolio and IT finances.

IT Budget Initiative

Initiative: IT Service Consolidation

Additional staff resources and modernization of internal information systems at the Office of Enterprise Technology (OET) to enable consolidation of IT services, ramp up service capacity, and provide ongoing world class support to State agencies using a Federated model.

FY2008-09: \$11,504,000 FY2010-11: \$8,910,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Shared Service Initiative

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Consolidation of utility services is a strategic goal of the enterprise.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Critical to meeting the mission of centralized provision of utility IT services.
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Initiative will provide resources to ramp up capacity.
4. Are the cost estimates for this project reasonable?	Yes.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Yes.
6. Can this initiative be combined with another proposed initiative?	There are ties between this initiative and the enterprise security and small agency programs.
7. Will the results of this initiative be shareable with other agencies?	Yes, that is the primary purpose of the initiative.

IT Budget Initiative

Initiative: IT Service Consolidation

Evaluation

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Highly positive, measurable outcomes are expected in economies of scale, service levels, security, stability and added value.

Overall Comments:

Scope boundaries will be defined as part of the planning process for implementation.

IT Budget Initiative

Initiative: MN Electronic Licensing System

This initiative will build the Minnesota Electronic Licensing System, a one-stop online portal to improve customer service and streamline the process of obtaining business and professional / occupational licenses from state licensing entities.

FY2008-09: \$15,000,000 FY2010-11: \$0

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Shared & Cross-Agency Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Drive to Excellence; consistent with Centers of Excellence strategy; shared service with multiple agencies
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Critical to meeting needs of 40 agencies; shared service model offers potential for significant reduction in administrative costs and citizen burden
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Scope and complexity will demand strong project management discipline
4. Are the cost estimates for this project reasonable?	Yes.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Yes.
6. Can this initiative be combined with another proposed initiative?	This is a DTE enterprise initiative. There are several licensing initiatives that may be combined.
7. Will the results of this initiative be shareable with other agencies?	This is a DTE enterprise initiative.

IT Budget Initiative

Initiative: MN Electronic Licensing System

Evaluation

8. How adaptable is this initiative to address future needs?

Highly adaptable enterprise solution.

9. What is the magnitude of the positive outcomes expected of this initiative?

Excellent. Enterprise solution.

Overall Comments:

Enterprise solution plan is to start with professional licenses but will address business and investigatory within 4 years. Enterprise data model will be able to accommodate individual agencies' unique needs.

IT Budget Initiative

Initiative: Small Agency Technology

The initiative is a program to provide technical assistance to assess the technology needs of the small state government agencies, boards and councils with the agencies themselves, an identification of resources to meet the needs and a plan for ongoing maintenance and operations. The program will be characterized by a commitment to sharing resources where appropriate and cost beneficial, and leveraging the capabilities of Minnesota's enterprise-wide technology network and computing resources as well as project management and performance measurement expertise.

FY2008-09: \$2,456,000 FY2010-11: \$2,000,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Shared & Cross-Agency Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Ensuring agencies are adequately resourced to conduct business electronically is a strategic goal.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Critical to meeting needs of other agencies
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Leverage customer relationship and portfolio management processes
4. Are the cost estimates for this project reasonable?	Yes.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Many agencies needs may be met with upgraded standardized office automation.
6. Can this initiative be combined with another proposed initiative?	There are several small agency initiatives requesting capabilities of Minnesota's enterprise-wide technology network and computing resources as well as project management and performance measurement expertise.

IT Budget Initiative

Initiative: Small Agency Technology

Evaluation

7. Will the results of this initiative be shareable with other agencies?

Yes.

8. How adaptable is this initiative to address future needs?

Methodology is highly adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Positive outcomes for the many small agencies that will be able to devote more resources to serving their client populations.

Overall Comments:

This initiative will include coordination of addressing the requirements for five small agency initiatives identified separately.

Strategic Information

A. Strategic IT Plan: Updated: 2002 Currently being reviewed & updated

B. Emerging business needs to be address with technology over the next 2-4 years:

- 1) Replacement of MAPS for enhanced business functionality and mitigation of technical risks.
- 2) Replacement of Treasury's Debt System. This application is currently on an unsupported platform.
- 3) Software upgrade of SEMA4 (Oracle/PeopleSoft) to enhance business functionality and keep us on vendor-supported software.
- 4) Improve access to the statewide Information Access (IA) data warehouse for enhanced delivery of information to customers. (The warehouse provides state agencies, the court system and the legislature with access to MAPS and SEMA4 data.)
- 5) Perform technical risk assessment of core budget systems (BBS, CBS, and FNTS).

C1. Major information or technology issues to be addressed over the next 2-4 years:

- 1) Balancing finite IT resources between required infrastructure activities (i.e., security, data integrity, upgrades, maintenance) and new application development activities to support business requirements.
- 2) Continuing to work with OET to identify opportunities to leverage enterprise solutions.

C2. Constraints and impediments to success:

- 1) Budget
- 2) Staff turnover
- 3) Inadequate cross-training
- 4) Growing complexity of cyber security and IT in general
- 5) Ramping up programming staff on the use of new tools (i.e., transitioning from COBOL to JAVA and object-oriented programming).

C3. Platform, architectural or data concerns to be addressed:

- 1) Potential upgrade of MS Office – training staff and budget.
- 2) Migration from Oracle 9i to 10G on the statewide IA data warehouse, core budget systems and treasury investment system – desupport of Oracle 9i and conversion effort/staffing required to migrate to Oracle 10G.
- 3) Replace tape backup solution for Budget, Treasury and Warehouse.

D. Major IT related strategies or initiatives over the next 2-4 years:

Refer to response in Survey Question B. Our IT strategies will directly support the business requirements of both the agency and the statewide systems (MAPS, SEMA4, IA data warehouse, and budget systems).

E. Projects or applications with potential for benefiting other agencies:

- 1) Replacement of MAPS
- 2) SEMA4 software (Oracle/PeopleSoft) upgrade
- 3) Improved access/reporting out of the statewide IA data warehouse

F. How organized to manage project management and systems development:

Finance has a centralized Information Services (IS) section that is led by the Chief Information Officer (CIO). Technical staff supporting both in-house IT activities as well as statewide systems activities report to the CIO. IS has a project manager to lead major IT-related efforts.

G. Processes or services that could be performed by other agencies:

- 1) Replace our tape backup solution for Budget, Treasury and Warehouse systems with an enterprise (OET) solution.
- 2) With the migration of SEMA4 from the mainframe to a Windows/Oracle platform, we are purchasing OET services in the areas of server support, data base administration, system monitoring and backup/recovery.
- 3) In addition, there may be other opportunities resulting from DTE initiatives and rollout of OET "utility" services.

H. Potential conflicts with state information strategies, architecture and policy:

No potential conflicts seen between Finance needs/plans and state information strategies, architecture and policy.















IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	4,727,907	\$32,663	\$3,738	\$604,137	\$75,678	\$78,989	\$88,963	\$530				\$5,612,604
2005	200		\$19,837		\$5,032,413		\$2,909		\$17,681				\$5,072,839
2005 Total:		\$4,727,907	\$52,499	\$3,738	\$5,636,550	\$75,678	\$81,898	\$88,963	\$18,211				\$10,685,443
2006	100	4,730,883	\$40,591	\$96,365	\$444,823	\$78,633	\$105,452	\$399,175	\$23,893	\$0	\$0		\$5,919,817
2006	200	\$0	\$33,200	\$51,406	\$6,151,546	\$0	\$555	\$9,424	\$475	\$0	\$0		\$6,246,607
2006 Total:		\$4,730,883	\$73,791	\$147,771	\$6,596,370	\$78,633	\$106,007	\$408,599	\$24,369	\$0	\$0		\$12,166,424
Agency Total:		\$9,458,790	\$126,291	\$151,509	\$12,232,920	\$154,311	\$187,905	\$497,562	\$42,579	\$0	\$0		\$22,851,867

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Biennial Budget System (BBS)	This system is used by state agencies in the development of the state's biennial budget	Accounting and budgeting	Other state agencies or bodies	Server	1985	1985	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: Portions of this system are no longer supported by the vendor. In addition, depending on whether or not a MAPS replacement includes a budgeting component, this system may need to be heavily modified.					
Capital Budget System (CBS)	This system is used by state agencies in the preparation of the capital budget	Accounting and budgeting	Other state agencies or bodies	Server	1987	1987	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: Portions of this system are no longer supported by the vendor. In addition, depending on whether or not a MAPS replacement includes a budgeting component, this system may need to be heavily modified.					
County Receipts		Accounting and budgeting	Mostly internal to agency	Server	1993	1993	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: This is an application that only runs on a DOS version of Paradox and only Windows 98.					
Debt Service	To track outstanding bond obligations held by the State of Minnesota, including individual bond sales, calls and redemptions and the payment of principal and interest to bond holders on each individual bond payment due date.	Other	Mostly internal to agency	Server	1993	2001	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: This is an application that only runs on a DOS version of Paradox and only the Windows 98 operating system.					
Executive Tracking	A tool to manage the budget development process for the State of Minnesota.	Accounting and budgeting	Mostly internal to agency	Server	2003	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Fiscal Notes Tracking System (FNTS)	This system is used by state agencies to track Fiscal Notes created during the legislative session	Accounting and budgeting	Other state agencies or bodies	Server	1995	1995	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Fundware	Customized off-the-shelf application used to create the statutorily required Comprehensive Annual Financial Report (CAFR)	Accounting and budgeting	Mostly internal to agency	PC	2002	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
IA Warehouse	A data warehouse containing MAPS and SEMA4 data. Business Value:  Technical Condition: 	Accounting and budgeting	Other state agencies or bodies	Server	1995	2003	Maturity	greater than \$1 million
	Comments: We plan to upgrade the warehouse to Oracle 10G in the next year. We also plan to improve access to the warehouse for enhance delivery of information to customers within the next 2 to 4 years.							
Investment	To track the purchase, sale and maturity of investments made by the Minnesota State Board of Investment, in order to ensure that purchase and sales prices are accurate and that the full amount of principal and interest is received by the State from its investments. Business Value:  Technical Condition: 	Other	Mostly internal to agency	Server	2006	2006	Emerging	\$100k - \$500k
	Comments: This is a new system in 2006 and is still running in parallel with the old system.							
MAPS	The system used for statewide accounting and procurement Business Value:  Technical Condition: 	Accounting and budgeting	Other state agencies or bodies	Mainframe	1995	2000	Decline	greater than \$1 million
	Comments: We are in a formal process of defining business requirements for a replacement system.							
Payments on the Web	This is a web tool for vendors receiving payments from the State of Minnesota. Vendors can access details of payments made to them through this secured application. Business Value:  Technical Condition: 	Accounting and budgeting	Vendors or business partners	Server	2000	2002	Decline	0 - \$100k
	Comments:							
Receipts	 Business Value:  Technical Condition: 	Accounting and budgeting	Mostly internal to agency	Server	1993	2001	Decline	0 - \$100k
	Comments: This application is written in COBOL and runs on Linux							
SEMA4	The statewide Human Resources, Payroll, and Insurance system Business Value:  Technical Condition: 	Payroll and Insurance	Other state agencies or bodies	Server	2006	2006	Emerging	greater than \$1 million
	Comments: Moved technical platform from mainframe to Windows/Oracle in 2006. We anticipate a PeopleSoft version upgrade in the next two years.							
Warrants	 Business Value:  Technical Condition: 	Accounting and budgeting	Mostly internal to agency	Server	1993	2001	Decline	0 - \$100k
	Comments: This application is written in COBOL and runs on Linux.							

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
MAPS Replacement	4/27/2006	1/31/2007	Enterprise	Business Process	Customer Satisfaction	New Application	Strategic

IT Budget Initiative

Initiative: MAPS Risk Management and Replace Plan

Conduct risk management and create plan to replace aging statewide accounting and procurement systems (MAPS).

FY2008-09: \$7,000,000 FY2010-11: \$0

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Enterprise Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Primary Drive to Excellence initiative
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Offers opportunities for improved service and efficiencies while reducing risk of system failure
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Plans created by the initiative will address the need for timely definition and agreement on business requirements and organizational change management in the proposed system replacement.
4. Are the cost estimates for this project reasonable?	Costs are reasonable given scope definition. Have contracted with a vendor to determine the requirements and estimate the costs.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Yes.
6. Can this initiative be combined with another proposed initiative?	This is a DTE enterprise initiative.
7. Will the results of this initiative be shareable with other agencies?	This is a DTE enterprise initiative. New system will address agency needs for consumable inventory functionality, accounts receivable, some other side systems, adds biennial budget process, doesn't yet address a universal identifier for vendors.

IT Budget Initiative

Initiative: MAPS Risk Management and Replace Plan

Evaluation

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Excellent integration of major statewide systems.

Overall Comments:

Strategic Information

A. Strategic IT Plan: Updated: 2002

B. Emerging business needs to be address with technology over the next 2-4 years:

Online filing of reports

C1. Major information or technology issues to be addressed over the next 2-4 years:

New database maintenance system

C2. Constraints and impediments to success:

No in-house technical assistance

C3. Platform, architectural or data concerns to be addressed:

Aging equipment

D. Major IT related strategies or initiatives over the next 2-4 years:

ID fingerprint scan and background checks

E. Projects or applications with potential for benefiting other agencies:

Online filing for Revenue (tax reporting)

F. How organized to manage project management and systems development:

Need help with systems development

G. Processes or services that could be performed by other agencies:

none

H. Potential conflicts with state information strategies, architecture and policy:

Limited expertise for licensing standards/requirements. Incompatible hardware.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	200			\$86,100	\$13,815	\$29,552	\$23,593	\$65,306	\$1,002				\$219,368
2005 Total:				\$86,100	\$13,815	\$29,552	\$23,593	\$65,306	\$1,002				\$219,368
2006	200	\$0	\$80	\$28,500	\$3,919	\$24,852	\$3,256	\$9,703	\$396	\$0	\$0		\$70,707
2006 Total:		\$0	\$80	\$28,500	\$3,919	\$24,852	\$3,256	\$9,703	\$396	\$0	\$0		\$70,707
Agency Total:		\$0	\$80	\$114,600	\$17,734	\$54,404	\$26,849	\$75,009	\$1,399	\$0	\$0		\$290,075

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
GAMBITS	database system that captures license and permit information and some compliance info	Licenses or permits	Other	Server	2003	2004	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2006

B. Emerging business needs to be address with technology over the next 2-4 years:

- *Pandemic Flu/Bio-terrorism
- *E-Health
- *Surveillance & Disease Tracking
- *Communication

C1. Major information or technology issues to be addressed over the next 2-4 years:

- *Continuity of Operations – big & small
- *CDC-PHIN certification
- *Security
- *Electronic Data Exchange
- *Workforce

C2. Constraints and impediments to success:

- *Conflicting standards
- *Wide Range of Partners (private, federal, state, & local)
- *Wide Range of Business Processes
- *Lack of Resources

C3. Platform, architectural or data concerns to be addressed:

- *Identity Management (authentication & authorization)
- *Plan and Implement SOA
- *Lack of MDH Architectural vision (in progress)

D. Major IT related strategies or initiatives over the next 2-4 years:

- *Security
- *Stabilization/Redundancy
- *Strengthen Agency Project Management capabilities
- *Continuity of Operations
- *Improved electronic data exchange
- *Improved architecture

E. Projects or applications with potential for benefiting other agencies:

- *Continuity of Operations
- *Purchasing, Inventory
- *Laboratory Information Systems (LIMS)
- *Regulatory/Enforcement Systems

F. How organized to manage project management and systems development:

We have limited capabilities for PM, with one FTE to promote and facilitate PM in central services; Divisions have capacity for some PM and Business Analysis.

We have many talented systems development teams residing in central services and in divisions.

G. Processes or services that could be performed by other agencies:

- Assuming they were done as well or better: *Email/calendaring;
*Blackberry;
*Web blocking;
*District Office Support;
*Video Conferencing;
*Cell Phones







H. Potential conflicts with state information strategies, architecture and policy:

- *Conflicts between state standards and national grant/funding sources (CDC, CMS, DHS, EPA, DHHS, etc.) requirements;
- *OET ability and commitment to maintain levels of existing service and/or continue existing obligations as they accumulate new services & obligations (ex: OET cannot continue support of PHL Workspace/Quickplace);
- *OET implementing new services & obligations without agency needs assessment or customer communication;
- *OET significantly changing funding after agency budgets are set;

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	051					\$3							\$3
2005	100	1,282,402	\$4,606	\$80,819	\$135,797	\$61,220	\$155,076	\$22,187	\$4,120				\$1,746,226
2005	170	\$903,542	\$28,580	\$343,258	\$407,431	\$100,060	\$700,412	\$241,911	\$31,943		\$1,322		\$2,758,459
2005	190	\$480,754	\$4,275	\$4,172	\$164,241	\$8,325	\$199,454	\$15,680	\$4,029		\$634		\$881,565
2005	200	4,805,330	\$96,550	\$379,772	\$541,958	\$734,903	\$581,418	\$225,809	\$238,422	\$5,940	\$7,104		\$7,617,206
2005	300	3,896,058	\$60,038	\$498,251	\$182,443	\$221,273	\$1,059,266	\$31,205	\$5,010	\$7,478			\$5,961,022
2005	331				\$586	\$10	\$3,151						\$3,747
2005	690					\$639	\$568						\$1,208
2005 Total:		11,368,086	\$194,048	\$1,306,272	\$1,432,456	\$1,126,435	\$2,699,344	\$536,792	\$283,525	\$13,418	\$9,060		\$18,969,436
2006	100	1,310,314	\$28,385	\$208,308	\$183,185	\$126,320	\$129,855	\$25,933	\$9,456	\$0	\$0		\$2,021,754
2006	170	\$994,097	\$11,698	\$233,290	\$238,207	\$148,656	\$254,877	\$54,854	\$9,089	\$0	\$0		\$1,944,766
2006	190	\$582,460	\$2,903	\$2,100	\$60,253	\$27,307	\$38,622	\$5,633	\$15,055	\$0	\$0		\$734,332
2006	200	4,888,194	\$139,970	\$28,915	\$931,692	\$567,023	\$518,735	\$181,360	\$75,929	\$0	\$0		\$7,331,818
2006	300	3,852,971	\$131,309	\$869,363	\$491,571	\$329,041	\$488,395	\$119,670	\$23,651	\$0	\$0		\$6,305,970
2006	331	\$0	\$0	\$0	\$917	\$262	\$0	\$0	\$0	\$0	\$0		\$1,179
2006	690	\$65	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$65
2006 Total:		11,628,101	\$314,264	\$1,341,975	\$1,905,824	\$1,198,609	\$1,430,484	\$387,450	\$133,179	\$0	\$0		\$18,339,886
Agency Total:		22,996,187	\$508,312	\$2,648,247	\$3,338,280	\$2,325,044	\$4,129,828	\$924,242	\$416,704	\$13,418	\$9,060		\$37,309,322















Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
2004 Hospital Survey Reports	Hospital data reportable both individually and aggregated ad hoc or by state. Business Value:  Technical Condition: 	Health care administration	Specific sub-group of customers or clients	Server	2004	2004	Decline	0 - \$100k
			Comments: Created in-house with Java.					
2005 Hospital Survey Reports	Hospital data reportable both individually and aggregated ad hoc, by region or by state. Business Value:  Technical Condition: 	Health care administration	Specific sub-group of customers or clients	Server	2005	2006	Maturity	0 - \$100k
			Comments: Created in-house with Cold-Fusion.					
ACES/CMS	Manages Accreditation, Compliance and Enforcement information for several EH programs. Business Value:  Technical Condition: 	Licenses or permits	Mostly internal to agency	Server	1998	2006	Growth	\$100k - \$500k
			Comments:					
ALEPH	ALEPH is the automated library system having staff work modules and an online library catalog Business Value:  Technical Condition: 	Library work functions	Public health professionals	PC	2005	2006	Emerging	0 - \$100k
			Comments:					
Aquifer Test Database	Description of well pumping test results and import and export data. Business Value:  Technical Condition: 	Environmental Health Admin	Specific sub-group of customers or clients	PC	2002	2004	Maturity	0 - \$100k
			Comments:					
Background Study (BGS)	Background Investigations of individuals working in Health Care Facilities Business Value:  Technical Condition: 	Legislation and policy	Mostly citizens at large	Server	1999	2004	Maturity	0 - \$100k
			Comments:					
BAM (BLIS2)	Migrate Blood Lead information database into PowerBuilder.. Business Value:  Technical Condition: 	Environmental Health Admin	Mostly internal to agency	Server	2006	2006	Emerging	0 - \$100k
			Comments: In Testing					
BLIS	Tracks information on blood lead tests conducted in Minnesota. Business Value:  Technical Condition: 	Environmental Health Admin	Mostly internal to agency	Server	2003	2003	Decline	0 - \$100k
			Comments: Legacy system being reprogrammed in Power Builder - will complete October 2006					


Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Case Mix Review (CMR)	Process Nursing Home Resident health assessments for Medicaid reimbursements	Health care administration	Specific sub-group of customers or clients	Server	2003	2003	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Change Management Application	Supports the administration of the Change Management process	IT Infrastructure Governance	Mostly internal to agency	Server	2003		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: May require upgrading/enhancement following a change management reengineering effort that is about to commence.					
Contested Cases	Tracks legal cases that "contest" Health Department rulings	Licenses or permits	Mostly internal to agency	Server	2000	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
County Well Index 4	Description of characteristics of wells	Environmental Health Admin	Specific sub-group of customers or clients	PC	2000		Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: Only distributed to external users by MGS					
County Well Index 5	Description of the location and physical characteristics of wells.	Environmental Health Admin	Mostly internal to agency	Server	2002	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
CWI Online	Description of the location and physical characteristics of wells, and populated by CWI5.	Environmental Health Admin	Specific sub-group of customers or clients	Server	2004		Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Disease Surveillance	Rapid infectious disease reporting is necessary to quickly identify infectious disease outbreaks.	Health care delivery	Specific sub-group of customers or clients	Server	2001	2006	Emerging	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: NEDSS, HEP, PERT, MSTI, HIV, LARS, Refugee, Bluecard, EFORS, ENTTRANS, EPIInfo, PHLIS, etc.					
EBSCO Journals A to Z	Library Journals A to Z is a listing of electronic and print serials maintained in the Barr Library	Serial inventory list	MDH health professionals	PC	2004	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
EHSS	Tracks and licenses food, beverage, lodging and mobile home park establishments.	Environmental Health Admin	Mostly internal to agency	Server	1998	2000	Decline	
	Business Value: 	Technical Condition: 	Comments: Legacy system that will be replaced in FY200, by transferring to existing ACES/CMS system.					
Food Managers	Display of licensed food managers on the web	Environmental Health Admin	Specific sub-group of customers or clients	Server	2001	2001	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Force Tracker	Track and issue compliance and enforcement letters for Food, Beverage, Lodging, and MHP establishments.	Environmental Health Admin	Mostly internal to agency	Server	2001	2001	Decline	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Will be migrated to ACES/CMS					
Health Occupation Program	Issue licenses and investigate complaints for Occupational Therapists, Audiologists, Speech/Language Pathologists and Hearing Instrument Dispensers.	Licenses or permits	Businesses or professions	Server	2006	2006	Emerging	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Health Risk Limit	Pesticide risk effects on human beings	Environmental Health Admin	Specific sub-group of customers or clients	PC and Server	2004		Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Access database (not supported by IRM)					
HR Intranet Administrative Apps	Variety of intranet based HR apps, including badges, vacancy tracking, rosters, new/depart notifications, exit surveys, training registration, etc	Employee relations	Mostly internal to agency	Other	1998	2006	Growth	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: These are integrated applications and cannot be viewed as separate entities (i.e., data from one updates another, etc.)					
Immunization	Immunizations are one of the best weapons we have against a number of serious diseases	Health care delivery	Mostly citizens at large	Server	2002	2004	Maturity	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments: MIIC, MIVOL, Vaccine Mgmt, AISR, IPI online, Flu Clinic Lookup, etc.					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Infection Control	I.C. is required to prevent the transmission of communicable diseases in health care or other settings Business Value:  Technical Condition:  Comments: Electronic Infectious Disease Reporting.	Health care delivery	Businesses or professions	Server	2000	2006	Emerging	\$100k - \$500k
ISTM Request Tracking	Help desk application for IS&TM Business Value:  Technical Condition:  Comments:	Other	Mostly internal to agency	Server	2003	2006	Growth	0 - \$100k
Licensing & Certification	Issue licenses and conduct state and federal inspections of health care facilities Business Value:  Technical Condition:  Comments:	Health care administration	Businesses or professions	Server	1999	2004	Growth	0 - \$100k
Managed Care System	Monitor and regulate HMO's Business Value:  Technical Condition:  Comments:	Legislation and policy	Businesses or professions	Server	2004	2005	Growth	0 - \$100k
MCSHN Medical Management Information System	Medical Record Event Tracking System Business Value:  Technical Condition:  Comments:	Health care delivery	Mostly internal to agency	Server	Prior 1985	2000	Decline	0 - \$100k
MDH Workspace	Partner Alerting, Communications, and exchange of health and emergency information. Business Value:  Technical Condition:  Comments: Currently undergoing an overhaul to comply with CDC requirements.	Communication	Constituent groups	Server	2002	2006	Maturity	\$100k - \$500k
MDS/OASIS/ASPEN	Federally-owned systems for Nursing Home/Home Health resident assessment, and survey tracking Business Value:  Technical Condition:  Comments:	Health care administration	Specific sub-group of customers or clients	Server	1998	2000	Maturity	0 - \$100k
MIR3 (Integration to Workspace; "Autocall")	In-house built interface to MIR3 application providing multi-medium cascade alerting. Business Value:  Technical Condition:  Comments: Currently undergoing significant enhancements with deployment expected in 10/2006.	Communication	Constituent groups	Server	2004	2004	Growth	0 - \$100k
MIR3 (Vendor Application)	Externally hosted "autocall" application providing multi-medium cascade alerting. Business Value:  Technical Condition:  Comments: Recently upgraded to provide increased functionality.	Communication	Constituent groups	Server	2004	2004	Growth	0 - \$100k

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
MN Responds!	Statewide volunteer registry for health professionals.	Register individuals or businesses	Constituent groups	Server	2004	2005	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: Slated to be replaced by purchased software, "MN Responds ESAR-VHP" by 12/2006.					
MN WIC Information System	Supports WIC Program operations and management functions such as certifying applicants, issuing food instruments, tracking participation expenditures and redemption activities and reports.	Provide benefits and service to WIC participants	Specific sub-group of customers or clients	Distributed	1998	2005	Maturity	greater than \$1 million
	Business Value:	Technical Condition:	Comments:					
MnDWIS		Environmental Health Admin	Mostly internal to agency	Server	2004	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
MNDWIS XML Data Reporting	Converting data reported quarterly to USEPA to XML	Environmental Health Admin	Mostly internal to agency	Server	2005	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
MNTrac	System for tracking & allocating hospital resources throughout the state.	Health care delivery	Constituent groups	Server	2006	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Currently only in one region. Expected to be statewide by 6/2007.					
MNTrauma	State Trauma Registry - trauma data submission, data mining, reporting, and policy development.	Public Health	Hospitals, MDH	Server	2006	2006	Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments: Measure and evaluate the continuum of trauma care at the local, regional and state level.					
Mortuary Science Licensing	Issue licenses to Morticians, Funeral Homes and Crematories	Licenses or permits	Businesses or professions	Server	2005	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Nursing Assistant Registry (NAR)	Registry for Nursing Assistants working in Health Care Facilities	Health care delivery	Specific sub-group of customers or clients	Server	1999	2004	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Office of Health Facility Complaints	Investigate complaints about health care facilities	Legislation and policy	Mostly citizens at large	Server	1999	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Outbreak Control	Manage incident information about cases of particular infectious diseases to reduce disease spread.	Health care delivery	Local government/Higher Ed/E-12 Ed	Server	2005	2005	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: IQ, TB Meds, Foodborne Complaint/Outbreak, etc.					
PHL-Laboratory Information Management System	PHL LIMS	Disease detection & reporting	Epidemiology, Hospitals, Clinics, CDC, EPA, state agencies	Server	1992	2005	Decline	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
PlanLog	Track plans, specifications and engineering documents for selected programs.	Environmental Health Admin	Mostly internal to agency	Server			Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: Legacy system that will be replaced in FY2007, by transferring to existing MnDWIS system.					
PRISM	Tracks purchases and stockroom inventories	Other	Mostly internal to agency	Server	1987	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Research/Statistical Application	Various research applications for MDH that include CMS data and other data sets.	Legislation and policy	Mostly internal to agency	Server	1992	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Telecom	Tracks telephones and cell phones	Accounting and budgeting	Mostly internal to agency	Server	1988	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
VRV 2000	Vital Records - Birth and Death records processing	Register individuals or businesses	Businesses or professions	Server	2000	2004	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Legislature funded redesign and upgrading of this system. Requirements work is just beginning.					

Project Portfolio

No Projects Registered

IT Budget Initiative

Initiative: Disease Surveillance Modernization

This initiative provides for the staged development of an integrated state-local disease surveillance system for the Minnesota Department of Health that, complying with NHIN and CDC's PHIN requirements, will improve the detection and response to bioterrorism events, disease outbreaks such as pandemic flu and disease clusters such as cancer by improving the detection, monitoring, analysis and electronic information exchange of infectious and chronic disease data.

FY2008-09: \$4,000,000 FY2010-11: \$4,000,000

Assessment

Assessment:

Comments: ... because the initiative is well thought out, identified in agency strategic plan as a high priority. Well done staging plan including a contract for project management expertise to implement the project. Looking at other states and how they are solving similar problems. This system would replace a good portion of the antiquated systems they run now.

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific Non-General Fund Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Shared service with local, private, federal government; promotes fundamental business process reengineering. Intends to use enterprise or shared functionality such as secure messaging and identity management/authentication.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	High strategic priority; will address CDC changes and new requirements for disease tracking and consolidation; positive outcomes for the providers who report the data as well as for the Dept. of Health.
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Staged implementation plan; plans to hire project manager/business analyst. Preference is buy a package that meets the majority of the needs and with purchase of yearly maintenance and support would remain compliant with CDC.
4. Are the cost estimates for this project reasonable?	Used WI as a model for the cost estimates. Project divided into 3 stages starting with business analysis which will tell them what they need to do, what systems can be combined and where it makes sense to keep separate.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Looking at other states and how they are doing solving similar problems. WI recent implementation of similar system used as a model. Will leverage the HIPAA network.
6. Can this initiative be combined with another proposed initiative?	NA

IT Budget Initiative

Initiative: Disease Surveillance Modernization

Evaluation

7. Will the results of this initiative be shareable with other agencies?

Yes.

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Although they perform other functions in the department this system would replace a good portion of the systems they run now. Cancer system is 20 years old and needs to be replaced.

Overall Comments:

Different disease surveillance systems (one for each disease) are working well on a standalone basis. Addresses greater coordination between chronic and infectious diseases. Important to note that this proposal does NOT expand the disease surveillance collection authority that already exists.

Strategic Information**A. Strategic IT Plan:** Updated: 2002**B. Emerging business needs to be address with technology over the next 2-4 years:**

- 1) Provide all State Grant and Interstate Tuition Reciprocity (ITR) reports to the financial aid administrators of participating post-secondary educational institutions using a combination of web-based reporting tools and secure file downloads.
- 2) OHE is looking into the possibility of creating software to be used by financial aid administrators of institutions that participate in the State Grant program. This software would calculate student awards and prepare required data files for submission to OHE.
- 3) OHE is looking into streamlining the Interstate Tuition Reciprocity program by allowing institutions to combine the current two-step application and enrollment reporting requirement into a single report.
- 4) OHE is looking at a number of technological enhancements to help handle the increasing number of loans handled by the SELF Defaulter program. This includes the use of barcodes on payment coupons, automating the processing of payments received from collection agencies, and providing online balances and payment information to borrowers and cosigners.

C1. Major information or technology issues to be addressed over the next 2-4 years:

In order to reduce costs and improve disaster recovery time, OHE is migrating its student financial aid applications from a minicomputer running the VMS operating system to a Windows-based server.

The State Grant program is the first application that will be migrated. It is currently a COBOL-based application that is being rewritten in Visual Basic .NET and the Ingres RDBMS.

The SELF Defaulter and Interstate Tuition Reciprocity and the GRIP Loan program are the remaining applications that need to be migrated. These programs are written in the Ingres 4GL and will be able to be ported to Windows by rewriting a few COBOL modules in C.

C2. Constraints and impediments to success:

OHE has a limited amount of programmer time available to handle the new initiatives.

C3. Platform, architectural or data concerns to be addressed:

Routine upgrade and replacement of server and workstation hardware and software. This includes patch management.

D. Major IT related strategies or initiatives over the next 2-4 years:

Using technology to improve the efficiency of the OHE financial aid staff. Provide real-time web-based access to information for financial aid administrators at post-secondary institutions. Improve disaster recovery capabilities.

E. Projects or applications with potential for benefiting other agencies:

Financial aid administrators at the University of Minnesota and the Minnesota State Colleges and University system will benefit by changes we are making to the State Grant and ITR programs. These enhancements will allow greater access to student information and reports through a secure web interface.

F. How organized to manage project management and systems development:

The Director of IT for the OHE is a member of the agency's management team. The management team is updated regarding possible new IT initiatives at their weekly meetings.

Major projects typically begin with a meeting(s) that involves the appropriate IT staff together with the business area manager and any of their staff they feel should be involved at the planning stage. This team develops a needs analysis and sets the scope for the project.

IT staff will continue to meet with the business area experts until an analysis and design is formulated that will serve as a basis for the application development.

Mockups of screens and reports are presented to the business manager and staff before coding begins when possible. During the coding phase, completed modules are presented to the business manager and staff for incremental testing and review.

The project is rolled out upon completion of testing and end user training.

G. Processes or services that could be performed by other agencies:

A number of routine services, such as email and firewall configuration, could be provided by other agencies. At this point, however, I think the cost savings would be minimal since we already have the infrastructure in place and it takes little time to support these in-house. I would also be wary of losing the ability to troubleshoot email and firewall problems locally.









H. Potential conflicts with state information strategies, architecture and policy:

No potential conflicts are seen at this time.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$70,600	\$21,058	\$39,240	\$761,334	\$14,077	\$51,492	\$44,985					\$1,002,786
2005	200			\$10,000									\$10,000
2005	300					\$6,133	\$1,502	\$13,792	\$577				\$22,002
2005	640	\$47,062	\$5,865	\$4,160	\$11,758	\$10,568	\$13,138	\$13,271					\$105,822
2005 Total:		\$117,662	\$26,923	\$53,400	\$773,092	\$30,778	\$66,132	\$72,047	\$577				\$1,140,610
2006	100	\$60,188	\$9,738	\$63,668	\$135,263	\$16,646	\$6,109	\$27,856	\$0	\$0	\$0		\$319,467
2006	200	\$0	\$0	\$20,000	\$0	\$69	\$8	\$1,374	\$0	\$0	\$0		\$21,452
2006	300	\$0	\$0	\$6,975	\$0	\$1,884	\$556	\$8,390	\$0	\$0	\$0		\$17,805
2006	640	\$40,122	\$6,993	\$1,245	\$12,701	\$11,602	\$3,698	\$18,571	\$0	\$0	\$0		\$94,932
2006 Total:		\$100,310	\$16,731	\$91,888	\$147,964	\$30,201	\$10,371	\$56,190	\$0	\$0	\$0		\$453,655
Agency Total:		\$217,972	\$43,654	\$145,288	\$921,056	\$60,979	\$76,503	\$128,238	\$577	\$0	\$0		\$1,594,266

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
GRIP	Student loan consolidation program for health care professionals.	Education - Post secondary	Specific sub-group of customers or clients	VMS minicomputer	1991	1998	Decline	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: The program is being phased out and stopped accepting new loans over ten years ago. Less than 60 accounts are still active.					
Interstate Tuition Reciprocity (ITR)	ITR allows students from Minnesota to pay reduced tuition at selected public colleges in North Dakota, South Dakota and Wisconsin.	Education - Post secondary	Specific sub-group of customers or clients	VMS minicomputer	Prior 1985	1998	Maturity	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments: Due to Y2K issues in the original COBOL application, ITR was completely rewritten in the Ingres 4GL and C in 1998.					
SELF Defaulters	Application to help collect past due amounts from borrowers that have defaulted on a SELF student loan.	Education - Post secondary	Specific sub-group of customers or clients	VMS minicomputer	1990	2005	Growth	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments:					
State Grant	Need based grants for Minnesota residents attending Minnesotan post-secondary institutions.	Education - Post secondary	Specific sub-group of customers or clients	Mainframe	Prior 1985	2006	Being rewritten	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments:					

Project Portfolio

No Projects Registered

IT Budget Initiative

Initiative: Learning Network of MN

The Learning Network is the core telecommunications network infrastructure that supports all aspects of Minnesota's public higher education system's services and is critical for daily campus and system operations.

FY2008-09: \$1,150,000 FY2010-11: \$1,150,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific General Fund Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Initiative supports enterprise goals for shared service, electronic government service and telecommunications planning.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Will enable the Learning Network to increase access to educational services, provide funding for deferred maintenance, support increased network reliability and migration to new protocol.
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Yes.
4. Are the cost estimates for this project reasonable?	Yes.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Learning Network is fully integrated with the State of Minnesota network operated by OET.
6. Can this initiative be combined with another proposed initiative?	NA
7. Will the results of this initiative be shareable with other agencies?	Yes.

IT Budget Initiative

Initiative: Learning Network of MN

Evaluation

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Addresses equity concerns of smaller campuses and successful expansion of services to community learning centers in communities traditionally underserved by higher education..

Overall Comments:

Strategic Information

A. Strategic IT Plan: Updated: 2006

B. Emerging business needs to be address with technology over the next 2-4 years:

As we are in the finance industry, we need to be in the lead for tools and applications to help us invest and manage our portfolios. Web-based applications for use by our partners will be important, along with improved financial management tools.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Completion of production-area projects. Security and encryption issues.

C2. Constraints and impediments to success:

Potential timing issues with vendor and competing Agency priorities for staff.

C3. Platform, architectural or data concerns to be addressed:

Migration to MS Vista platform.

D. Major IT related strategies or initiatives over the next 2-4 years:

Continue migration to appropriate industry-specific vendor software, as appropriate.

E. Projects or applications with potential for benefiting other agencies:

None.

F. How organized to manage project management and systems development:

We have partnered with an external third-party for over 80% of our production applications. The remaining internal development is managed by our development staff. External project managers are brought in when necessary.

G. Processes or services that could be performed by other agencies:

None.







H. Potential conflicts with state information strategies, architecture and policy:

We have applications which are unique to our business, and are not in conflict with the enterprise approach. The Housing Finance Board of Directors has oversight over the IT direction. Individual decisions will have to be made on a case-by-case basis as to where they need to be supported within the enterprise-model.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	630	\$772,384	\$1,596	\$2,600,748	\$302,294	\$161,789	\$82,785	\$201,422	\$20,474		\$15,211		\$4,158,703
	2005 Total:	\$772,384	\$1,596	\$2,600,748	\$302,294	\$161,789	\$82,785	\$201,422	\$20,474		\$15,211		\$4,158,703
2006	630	\$703,729	\$105,334	\$2,709,092	\$465,153	\$152,254	\$19,875	\$193,763	\$8,458	\$0	\$3,147		\$4,360,805
	2006 Total:	\$703,729	\$105,334	\$2,709,092	\$465,153	\$152,254	\$19,875	\$193,763	\$8,458	\$0	\$3,147		\$4,360,805
	Agency Total:	\$1,476,113	\$106,929	\$5,309,840	\$767,447	\$314,043	\$102,660	\$395,185	\$28,932	\$0	\$18,358		\$8,519,508

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Accounting Finance	Systems for processing and management of accounting and finance activities	Accounting and budgeting	Mostly internal to agency	Server	1990	2006	Maturity	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments:					
Development Processing System	Integrated system to process and manage Multifamily business functions.	Mtg origination and mgt	Vendors or business partners	Server	2004	2006	Emerging	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments:					
Single Family Mortgage On-line System	Web-based loan purchase and funds management system.	Mtg origination and mgt	Vendors or business partners	Server	2006	2006	Emerging	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments:					

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2006

B. Emerging business needs to be address with technology over the next 2-4 years:

Real-time web based information for stakeholders. Decrease processing costs and mitigating risks for Disaster Recovery and security. Case Management systems that will facilitate stakeholder access to their information.

C1. Major information or technology issues to be addressed over the next 2-4 years:

IT staffing needs. Establish E-Commerce. Online submissions and applications. Document imaging system.

C2. Constraints and impediments to success:

Limited IT budget. IT has been primarily financed through salary savings and end of year money.

C3. Platform, architectural or data concerns to be addressed:

Upgrade servers, Windows Vista, Mac Leopard, Microsoft Office, upgrade our mission critical custom enforcement database application to a case management system.

D. Major IT related strategies or initiatives over the next 2-4 years:

Case Management system to replace our Case Tracking system. Real-time web based status. Online filing of applications, certifications, charges and information requests.

E. Projects or applications with potential for benefiting other agencies:

Real-time certification status for all contracting state agencies. Online access to case files by AGO.

F. How organized to manage project management and systems development:

We have a Technology Team of 7 members representing all business functions of the office, including 1 full time IT staff person.

G. Processes or services that could be performed by other agencies:

Email, database management.





H. Potential conflicts with state information strategies, architecture and policy:

No potential conflicts seen between MDHR needs and state information strategies, architecture and policy.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$58,992	\$385	\$11,798	\$16,513	\$23,899	\$11,578	\$77,151	\$263				\$200,579
2005	200				\$1,837			\$1,270					\$3,107
	2005 Total:	\$58,992	\$385	\$11,798	\$18,350	\$23,899	\$11,578	\$78,421	\$263				\$203,686
2006	100	\$62,643	\$1,730	\$44,660	\$3,568	\$19,305	\$13,136	\$18,138	\$0	\$0	\$0		\$163,181
2006	200	\$0	\$0	\$15,225	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$15,225
	2006 Total:	\$62,643	\$1,730	\$59,885	\$3,568	\$19,305	\$13,136	\$18,138	\$0	\$0	\$0		\$178,406
	Agency Total:	\$121,635	\$2,115	\$71,683	\$21,918	\$43,204	\$24,714	\$96,559	\$263	\$0	\$0		\$382,092

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Case Tracking	Tracking system for DHR case files. Business Value: 	Law enforcement Technical Condition: 	Mostly internal to agency Comments:	Server	1996	1996	Decline	0 - \$100k
Compliance	Track application and certification of state contractors. Business Value: 	Licenses or permits Technical Condition: 	Vendors or business partners Comments: Major issue is database does not share information with stakeholders.	Server	1994	1999	Maturity	0 - \$100k

Project Portfolio

No Projects Registered

IT Budget Initiative

Initiative: Case Management System

Initiative is a case management system that will provide secured 24-7 public accessibility to department services, a systems approach to data management and the ability to recover data in event of a disaster.

FY2008-09: \$1,458,000 FY2010-11: \$110,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific General Fund Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Moving to 24/7 electronic delivery of services is an enterprise goal. Part of the proposal is for a document management system.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Primary information system to support agency business processes
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Plans to contract for a full time project manager/ business analyst to establish requirements and represent the agency's interests in performing vendor management -- this is part of the resource plan. Wants to use OET resources.
4. Are the cost estimates for this project reasonable?	Want to modify something off the shelf because of problems they've had in the past with custom development. There is a wide price range of case management systems in the market place depending on required features.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Looked at DEED and Bureau of Mediation Services. BMS looked good but didn't have all the modules they need. Looked at federal system, but need more data than federal system requires. Talked to Revenue about using their excess capacity for document capture
6. Can this initiative be combined with another proposed initiative?	Possible coordination with other document management efforts.

IT Budget Initiative

Initiative: Case Management System

Evaluation

7. Will the results of this initiative be shareable with other agencies?

Case management is a requirement of several agencies and should be investigated as a shared service

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Primary information system to support agency business processes

Overall Comments:

Bad consequence, if not funded, is potential for loss of data in event of disaster. Have need for system to manage functions of investigations and compliance. They have databases but need also to manage documents and plan for disaster recovery of cases which have considerable volume of paper documents. Want to be able to offer 24/7 services and address needs for diverse populations with multiple languages. Will work with OET on hosting the application. Recommend using an Request for Information process to validate the cost estimates.

Strategic Information**A. Strategic IT Plan:** Updated: 2005**B. Emerging business needs to be addressed with technology over the next 2-4 years:**

DHS Policy Priorities: 2006

- Reform long-term care options for older Minnesotans
- Develop options for those experiencing long-term homelessness
- Improve public health care program value
- Develop an effective community-based mental health system
- Pursue new ways to provide safe and permanent homes to vulnerable children

DHS Operational Priorities: 2006

- Establish meaningful program and personnel performance measures
- Improve and reform the delivery of DHS services
- Streamline and manage home- and community-based waiver services
- Reduce disparities in service access and outcomes

C1. Major information or technology issues to be addressed over the next 2-4 years:

- Business Continuation
- E-Health
- Enterprise Project Portfolio Management
- Information Security
- Work Force
- System Integration

C2. Constraints and impediments to success:

Competition for resources, skilled workforce of the future, retaining existing skilled workers, continuous need for training in IT.

C3. Platform, architectural or data concerns to be addressed:

None identified

D. Major IT related strategies or initiatives over the next 2-4 years:

DHS's top IT priority is to maintain the viability of service delivery systems and infrastructure. DHS IT strategies are reflected in the four priorities of its IT strategic plan: Alignment, Maturity, Customer Focus and Workforce Management.

E. Projects or applications with potential for benefiting other agencies:

To be addressed in the 2006 DHS IT Strategic Plan.

F. How organized to manage project management and systems development:

The DHS Project Management Office (PMO) exists to facilitate enterprise efforts across many divisions within DHS, and to promote and implement process improvements through project management methodologies. Projects are viewed in the context of the entire enterprise to identify trends and leverage resources whenever possible, and most importantly, bridge the gap between business and technology.

DHS systems and applications are managed within the appropriate business unit; the Chief Information Officer oversees DHS technology investments and sets the strategic direction for information and technology management that supports the Department's core business, service and administration needs.

G. Processes or services that could be performed by other agencies:

Generic functional services that aren't dependent upon mission-specific content knowledge, skills, or expertise, such as software training or common infrastructure maintenance such as sparing/parts.

H. Potential conflicts with state information strategies, architecture and policy:

Unknown at this time.

Agency IT Portfolio: Human Services Dept











IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	5,330,606	\$767,398	\$3,478,865	\$4,531,810	\$1,583,978	\$3,018,933	\$8,163,935	\$19,215	\$191			\$26,894,930
2005	170				\$411	\$703		\$10,613	\$11,000				\$22,727
2005	190	\$50,027	\$111,129	\$98,206	\$80,010	\$291,995	\$89,283	\$632,998	\$26,794				\$1,380,443
2005	200	4,160,137	\$1,044,202	\$10,308,879	\$29,264,890	\$997,584	\$371,520	\$3,007,452	\$9,868				\$69,164,532
2005	300	\$291,336	\$14,448	\$232,668	\$61,200	\$84,330	\$11,896	\$133,423					\$829,302
2005	610					\$223							\$223
2005	690			\$7,500									\$7,500
2005	915	\$58,761	\$1,137	\$69,475	\$21,033	\$300,243	\$40,819	\$154,985	\$6,884				\$653,336
2005	916		\$1,250		\$1,710	\$66,290	\$4,504	\$59,767					\$133,521
2005	917		\$3,210		\$5,281	\$96,467	\$3,139	\$40,199					\$148,295
2005 Total:		29,890,867	\$1,942,773	\$14,195,595	\$33,966,345	\$3,421,813	\$3,540,094	\$12,203,372	\$73,760	\$191			\$99,234,810
2006	100	5,728,479	\$598,431	\$2,743,604	\$4,257,266	\$1,943,965	\$863,342	\$2,976,189	\$93,507	\$180	\$0		\$19,204,962
2006	170	\$0	\$0	\$0	\$0	\$218	\$0	\$772	\$15,000	\$0	\$0		\$15,990
2006	190	\$50,908	\$106,411	\$8,286	\$176,981	\$205,863	\$91,984	\$367,313	\$2,793	\$0	\$0		\$1,010,539
2006	200	5,886,616	\$1,675,072	\$7,546,191	\$26,088,307	\$755,868	\$553,478	\$2,292,271	\$152,970	\$0	\$0		\$64,950,774
2006	300	\$282,595	\$16,896	\$518,021	\$94,937	\$169,600	\$17,870	\$62,120	\$0	\$0	\$0		\$1,162,040
2006	610	\$0	\$0	\$0	\$0	\$35,334	\$0	\$0	\$0	\$0	\$0		\$35,334
2006	690	\$0	\$0	\$2,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$2,500
2006	915	\$64,991	\$937	\$0	\$58,049	\$295,527	\$12,174	\$123,796	\$1,493	\$0	\$0		\$556,967
2006	916	\$0	\$535	\$0	\$2,070	\$87,899	\$5,148	\$48,732	\$0	\$0	\$0		\$144,383
2006	917	\$0	\$873	\$0	\$7,723	\$93,662	\$3,554	\$38,925	\$1,035	\$0	\$0		\$145,773
2006 Total:		32,013,589	\$2,399,154	\$10,818,603	\$30,685,334	\$3,587,936	\$1,547,550	\$5,910,118	\$266,798	\$180	\$0		\$87,229,262
Agency Total:		61,904,456	\$4,341,927	\$25,014,197	\$64,651,679	\$7,009,749	\$5,087,644	\$18,113,490	\$340,558	\$371	\$0		\$186,464,072













Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Adoption Systems	Provides case management information to state and county adoptions staff in order to promote successful adoptions of children in foster care.	Grants management	Local government/Higher Ed/E-12 Ed	Server	1997	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Advanced Information Manager (AIM)	A client tracking application used by aging services providers and Minnesota's 13 Area Agencies on Aging, primarily for required state and federal reporting and statewide planning of service for seniors.	Register individuals or businesses	Vendors or business partners	PC	1998	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
ARCHIBUS and FM Studio	ARCHIBUS is the SOS facility management and enterprise fixed asset management program.	Other	Mostly internal to agency	Server	2001	2004	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Used to manage capital and fixed assets. Planned upgrades to provide foundation for BCP.					
Avator PM	Collects financial and Admission, Discharge and Transfer (ADT) information for all SOS patients.	Health care administration	Specific sub-group of customers or clients	Server	2000	2005	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Clinical WorkStation	The Clinical WorkStation is electronic medical record software used for SOS inpatients to record assessments, treatment plans and progress notes.	Health care delivery	Specific sub-group of customers or clients	Server	2000	2005	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Community Mental Health Reporting System (CMHRS)	Originally created to comply with MN law requiring DHS to collect data necessary to enforce the Mental Health Act.	Other	Other	PC	1989	1999	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Community Services Information System (CSIS)	Does vendor payments, state reporting and Medical Assistance (MA) and Title IV-E (federal foster care program) claiming for 77 Minnesota counties.	payments, state reporting, MA claiming	Local government/Higher Ed/E-12 Ed	AS/400	Prior 1985	2006	Decline	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Support for this application, as it currently exists, will end on 12/31/06.					









Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
CS/SD Grant Management Utility	Online data entry and reporting tool used by grantees/contractors.	Grants management	Vendors or business partners	PC	2006	2006	Emerging	0 - \$100k
	Business Value:  Technical Condition:  Comments:							
Data Warehouse	Facilitates enterprise-wide access to extensive information from the Department's service delivery systems to meet analysis and reform needs, such as federal reporting, state evaluation, county performance and county operational needs in targeting services.		Agency wide	NCR UNIX w/Teradata database	1997	2000	Maturity	greater than \$1 million
	Business Value:  Technical Condition:  Comments: Costs include substantial mainframe costs to extract data from source systems							
Drug and Alcohol Abuse Normative Evaluation System (DAANES)	Tracks chemical dependency treatment episodes in Minnesota.	Health care administration	Specific sub-group of customers or clients	Mainframe			Maturity	0 - \$100k
	Business Value:  Technical Condition:  Comments:							
Drug Rebates Analysis and Management System (DRAMS)	Generates invoices to drug manufacturers for drug rebates and tracks payments for the (Medicaid) Rebate Program, General Assistance Medical Care (GAMC) and Supplemental Rebate Program.	Health care administration	Businesses or professions	Server	1996		Maturity	0 - \$100k
	Business Value:  Technical Condition:  Comments:							
eDocs - Electronic Forms and Documents	The eDocs system is a cost effective means for developing and electronically distributing DHS' 3,000+ forms, brochures and other documents in eleven languages. This system supports over 3 million user requests annually.	The eDocs system supports all DHS human service delivery program areas, of which Health Care delivery is the largest component.	The eDocs system is a public web application that is used by citizens, county workers, health care providers, business partners and by state employees.	Server	1999	2004	Maturity	\$100k - \$500k
	Business Value:  Technical Condition:  Comments: With architecture and security efforts, the system could be replaced/adapted, and its use expanded, to support interactive forms transactions in conjunction with DHS' EDMS application.							











Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Electronic Benefits Transfer (EBT)	To provide benefits to clients via Point of Sale (POS) terminals in grocery stores, and public assistance cash benefits through Automated Teller Machines (ATMs) available through major banking networks.	To allow public assistance clients to receive food stamps and cash via an EBT card.	All food stamp clients and those clients choosing to receive their cash benefits on an EBT card.	Mainframe	1996	2005	Growth	greater than \$1 million
	Business Value: 	Technical Condition: 	Comments:					
Electronic Document Management System-EDMS	To improve business processing efficiency and customer service by making information available electronically to workers.	Other	Mostly internal to agency	Server	2000	2005	Growth	\$500k - \$1 million
	Business Value: 	Technical Condition: 	Comments:					
Executive Information System (EIS)	To deliver standardized and parameter-driven reports from DHS service delivery systems and administrative information via a Web browser.	Health care administration	Mostly internal to agency	Server	2000	2002	Decline	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Currently converting all EIS reports to different platform using COTS rather than current custom solution					
Golden Database	To create efficiencies and improve effectiveness of IT Operations and Application Development and Support services by providing a database of technical, application and user information pulled together from several stand-alone, single purpose DHS systems.	Administration of Dept resources	Mostly internal to agency	Server	2002	2004	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Currently planning how to convert from custom solution to enterprise solution for web-based reporting; and how to expand and enhance data access; think of this as our administrative data warehouse					
HealthMatch	HealthMatch will improve consumer access to health care information and services by enabling the public to apply for Minnesota Health Care Programs (MHCP) via the Internet.	Health care administration	Mostly citizens at large	Server			Emerging	greater than \$1 million
	Business Value: 	Technical Condition: 	Comments:					
HIPPA Disclosure Tracking System	To provide individuals with an accounting of the disclosures of their protected health information (PHI) Made by DHS to third parties for certain types of lawful purposes.	Other	Mostly internal to agency	Server	2003	2003	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Maintained for legal compliance purposes					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
ImageRPS and Optima3 IMS	ImageRPS is a receipts processing system, using NCR banking equipment, running on an internal network, processing DHS MinnesotaCare, DPS-Motor Vehicle Registrations, and DOER Cobra insurance receipts. Optima3 IMS is linked to ImageRPS through an automated daily import process. Optima3 IMS is the vessel for storage of all ImageRPS images, data and cold reports. Each system is linked to the DHS network and to the State's mainframe, to allow for inquiry and daily file transfer of CITA files and accounts receivable updates to MMIS and other systems.	Accounting and budgeting	Mostly citizens at large	Server	1998	2005	Growth	\$100k - \$500k
	<p>Business Value: </p> <p>Technical Condition: </p> <p>Comments:</p>							
Information Privacy Module	Training program module covering Information Privacy topics. This was created to comply with the HIPAA Privacy Rule. DHS staff takes this training and assessment annually. Other state agencies and counties also use this training module.	Legislation and policy	all DHS staff, plus staff from counties, business partners and other agencies	Server	2003	2003	Maturity	0 - \$100k
	<p>Business Value: </p> <p>Technical Condition: </p> <p>Comments: Externally hosted.</p>							
Licensing Information System - LIS	To automate virtually all operational functions related to human services licensing, including: license issuance, conducting background studies, maintaining records of complaints and maltreatment investigations, and maintaining data regarding regulatory activities such as site visits, licensing actions and appeal-related activities.	Licenses or permits	Mostly internal to agency	Server	1999	2006	Growth	\$100k - \$500k
	<p>Business Value: </p> <p>Technical Condition: </p> <p>Comments:</p>							
MAXIS System	Used by county, nonprofit agency and tribal workers to determine client eligibility for health care, cash and food assistance programs.	Benefits determination, accounting, health care administration, reporting	local government, other state and federal agencies, specific subgroup of citizens, vendors and other business partners	Mainframe	1990	2002	Maturity	greater than \$1 million
	<p>Business Value: </p> <p>Technical Condition: </p> <p>Comments:</p>							

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
MBA Grant Management Utility	Online data entry and reporting tool used by the Area Agencies on Aging and contractors.	Grants management	Vendors or business partners	PC	2003	2005	Growth	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Medicaid Management Information System - MMIS	To provide centralized claims processing/payment for the Minnesota Health Care Program and to support other DHS functions, such as Administration of managed care contracts, conducting eligibility determination, and supporting quality improvement and data analysis.	Health care administration	Vendors or business partners	Mainframe	1994	2003	Maturity	greater than \$1 million
	Business Value: 	Technical Condition: 	Comments:					
Mediware WORx	WORx is a pharmacy package to receive medication orders, dispense medications, perform drug interaction analysis and provide pharmacy reports.	Health care delivery	Specific sub-group of customers or clients	Server	2006	1999	Emerging	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Minnesota Child Support Online	To allow parents all-hours to information about their child support case and payments without relying upon their caseworkers' availability.	Other	Mostly citizens at large	Other	2003	2006	Emerging	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments:					
Minnesota Electronic Child Care (MEC2)	To help parents who need child care assistance by providing county and state staff with automated case management tools to deliver Minnesota's Child Care Assistance Program (CCAP).	Benefits determination and payments	local government, subset of customers, vendors	Server	2001		System never fully rolled out, new release of system will integrate database and back end processing with MAXIS	\$500k - \$1 million
	Business Value: 	Technical Condition: 	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
MinnesotaHelp.info	A Web-based database of information about community services for consumers of all ages, caregivers and professionals.	Other	Mostly citizens at large	Server	2001	2006	Growth	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments:					
MN-ITS - Web-based Information Transfer System	To provide a faster, more effective and more secure method for health care providers to submit claims and other information to the Medicaid Management Information System (MMIS) and for the MMIS to issue payment and eligibility information to providers.	Health care administration	Health Care Providers	Server	2003		Growth	greater than \$1 million
	Business Value:	Technical Condition:	Comments:					
Nursing Home Database on DHS Public Web Site	To make useful information about Minnesota's nursing homes available to the public via the DHS Web site.	Legislation and policy	Mostly citizens at large	Server	1997	2002	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
OmbudsManager	Tracks services to clients and complaints about nursing facilities.	Adult protection, facility compliance	Elderly, facilities, state and federal government	PC	2003	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Outlook/Exchange E-mail system	For messaging and collaboration.	Other	Other	Server	1995	2006	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Pathlore Learning Management System	A Web-based registration system designed to support the administration, development and evaluation of training throughout the department.	Other	Other	Server	1995	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
PIN (Program Integrity Network)	To improve the accuracy of public assistance eligibility determinations and to help prevent, control, recover and evaluate public assistance program payments made to ineligible persons.	Benefits determination	Vendors or business partners	Server	1999	2005	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
PRISM System - Providing Resources to Improve Support in Minnesota	PRISM is a federally mandated computer system that supports the mission of Minnesota's child support enforcement program: "To benefit children through establish paternity, establishing and modifying support orders, collecting support and promoting the means to do so."	Other	Local government	Mainframe	1997	2006	Maturity	greater than \$1 million
	Business Value:	Technical Condition:	Comments:					
Refugee Database System - RDS	To keep track of Refugee Program participants and activities.	Refugee vendors contract performance and fed reporting.	Specific sub-group of customers or clients	LAN	1998	2003	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Retrospective Drug Utilization Review Software - RetroDUR	To improve recipients' health outcomes and generate cost savings by identifying potential drug therapy issues retrospectively from paid pharmaceutical claims prescribed for Minnesota's Medical Assistance (Medicaid) clients.	Health care administration	Mostly internal to agency	Mainframe			Maturity	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments:					
Shared Master Index (SMI)	To serve multi-need families more effectively through better coordination of services, and to reduce costs through more efficient administration.	Multiple: Benefits Admin, HC Admin, Child/Family Protection	Local government/Higher Ed/E-12 Ed	Server	2006		Emerging	greater than \$1 million
	Business Value:	Technical Condition:	Comments: The system has not been in full production yet so we cannot answer the questions below with any degree of certainty.					
Social Services Information System - SSIS	Case Management for county social workers Federal, state county reporting	Child and family protective services	Local government/Higher Ed/E-12 Ed	Server	1999	2006	Growth	greater than \$1 million
	Business Value:	Technical Condition:	Comments:					
Telephone Equipment Distribution (TED) Database	To track information about assistive telephone equipment loaned to clients.	Benefits determination	Mostly internal to agency	Server	1990	1999	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
TimeTrak	TimeTrak is a time and attendance tracking system for the 4,500-plus State Operated Srevicees (SOS) employees at 160-plus sites.	Payroll and Insurance	Mostly internal to agency	Server	2006		Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Vulnerable Adult Maltreatment Common Entry Point (CEP) Database	To collect data on all vulnerable adult maltreatment reports made to the 87 Common Entry Points	Legislation and policy	Local government/Higher Ed/E-12 Ed	Other	1998	2005	Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments: System is inadequate to meet needs--contract in place with SSIS to merge CEP into county SSIS function by Jan 2008.					
Vulnerable Adult Maltreatment 2494 Investigations Database	To collect data on results of county investigations of maltreatment in order to make resource allocation decisions at the local level and enhance policy development at the state level	Legislation and policy	Local government/Higher Ed/E-12 Ed	Other	1998	2005	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: This system runs on an Access program that is inadequate to meet the data needs because of increased number of reports.					

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
CSED Electronic Income Withholding Remittance	5/17/2006	10/31/2007	Agency Unique	Business Process	Reduced Cost	New Application	Strategic
Collaboration Solutions	7/7/2006	7/1/2007	Agency Unique	Other	Reduced Cost	Other	Strategic
COSOS Network Integration	2/6/2006	1/31/2008	Agency Unique	Information System	Customer Satisfaction	Other	Mitigation of Operational Risk
DHS Data Warehouse Technology Renewal Project	5/1/2006	2/28/2007	Agency Unique	Infrastructure	Maintenance	Infrastructure	Strategic
HealthMatch	5/30/2003	5/28/2008	Shared Services	Information System	Other	New Application	Other
Project Portfolio Management	2/1/2006	7/15/2007	Agency Unique	Business Process	Other	Other	Strategic
Shared Master Index	7/1/2003	12/31/2006	Agency Unique	Information System	Other	Other	Strategic
System Access Management SAM	11/30/2005	12/29/2006	Enterprise	Infrastructure	Other	Infrastructure	Strategic

Agency IT Portfolio: Indian Affairs Council

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$2,688		\$3,385		\$17,142	\$1,014	\$11,400					\$35,629
2005 Total:		\$2,688		\$3,385		\$17,142	\$1,014	\$11,400					\$35,629
2006	100	\$0	\$0	\$4,223	\$963	\$8,809	\$0	\$0	\$0	\$0	\$0	\$0	\$13,995
2006 Total:		\$0	\$0	\$4,223	\$963	\$8,809	\$0	\$0	\$0	\$0	\$0	\$0	\$13,995
Agency Total:		\$2,688	\$0	\$7,609	\$963	\$25,951	\$1,014	\$11,400	\$0	\$0	\$0	\$0	\$49,624

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100				\$10,229	\$13,801	\$2,325	\$16,018					\$42,373
2005	810				\$275,520								\$275,520
2005 Total:					\$285,749	\$13,801	\$2,325	\$16,018					\$317,893
2006	100	\$0	\$0	\$0	\$30,785	\$14,973	\$8,459	\$34,935	\$0	\$0	\$0		\$89,152
2006	810	\$0	\$0	\$0	\$275,520	\$0	\$0	\$0	\$0	\$0	\$0		\$275,520
2006 Total:		\$0	\$0	\$0	\$306,305	\$14,973	\$8,459	\$34,935	\$0	\$0	\$0		\$364,672
Agency Total:		\$0	\$0	\$0	\$592,054	\$28,774	\$10,784	\$50,953	\$0	\$0	\$0		\$682,565

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2006

B. Emerging business needs to be address with technology over the next 2-4 years:

- Centralized reservation system for the agency's Giants Ridge facility
- Collaborative project management system for the agency's Economic Development Division
- Upgrade the agency's phone system to an integrated voice/data solution

C1. Major information or technology issues to be addressed over the next 2-4 years:

Continued improvement in I.T. security

C2. Constraints and impediments to success:

Funding

C3. Platform, architectural or data concerns to be addressed:

Funding

D. Major IT related strategies or initiatives over the next 2-4 years:

- Voice Over IP
- replace current phone systems at multiple locations
- Improve I.T. security

E. Projects or applications with potential for benefiting other agencies:

- Voice Over IP
- replace current phone systems at multiple locations
- Improve I.T. security

F. How organized to manage project management and systems development:

Responsibilities are directed to the agency's two Information Technology specialists.

G. Processes or services that could be performed by other agencies:

Web development for agency web sites including IronRangeResources.org, GiantsRidge.com and (Ironworld.com).










H. Potential conflicts with state information strategies, architecture and policy:

None

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	240	\$103,860	\$1,246	\$2,431	\$71,380	\$82,617	\$20,350	\$77,057	\$3,160				\$362,100
2005	241				\$7,394	\$25,049	\$4,265	\$4,740					\$41,449
2005	580					\$1,742	\$186						\$1,928
2005 Total:		\$103,860	\$1,246	\$2,431	\$78,774	\$109,408	\$24,801	\$81,797	\$3,160				\$405,476
2006	240	\$126,529	\$117	\$3,961	\$67,216	\$71,802	\$33,469	\$65,273	\$19,630	\$0	\$0		\$387,996
2006	241	\$0	\$0	\$0	\$2,087	\$26,106	\$649	\$0	\$7,968	\$0	\$0		\$36,810
2006	580	\$0	\$0	\$0	\$0	\$4,173	\$1,042	\$0	\$0	\$0	\$0		\$5,215
2006 Total:		\$126,529	\$117	\$3,961	\$69,303	\$102,081	\$35,160	\$65,273	\$27,598	\$0	\$0		\$430,020
Agency Total:		\$230,389	\$1,363	\$6,392	\$148,077	\$211,489	\$59,960	\$147,070	\$30,758	\$0	\$0		\$835,497

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Blackberry Enterprise Server	Provide wireless solutions for increased user communications, accessibility, collaboration and user productivity.	Other	Mostly internal to agency	Server	2005	2005	Growth	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Comptrol Ticket System	Ski hill season pass, ticket and point of sales system.	Giants Ridge Ski Resort	Mostly citizens at large	PC	1995	2000	Decline	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Will be replaced with comprehensive ski hill/golf course/resort software package.					
Content DM	Digital Collection Management Software	Ironworld Research Center	Mostly citizens at large	Hosted	2006	2006	Emerging	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: New web based system.					
Crescent Golf Course Management Software	Golf course management software solution.	Other	Vendors or business partners	Server	1996	2004	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Exchange Email System	Provide messaging and collaboration functionality.	Other	Mostly internal to agency	Server	2005	2005	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Exchange 2003					

Project Portfolio

No Projects Registered

Agency IT Portfolio: Judicial Standards Board

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100		\$200		\$1,782	\$4,611	\$442	\$1,393					\$8,427
2005 Total:			\$200		\$1,782	\$4,611	\$442	\$1,393					\$8,427
2006	100	\$0	\$0	\$0	\$1,733	\$4,654	\$0	\$0	\$0	\$0	\$0		\$6,388
2006 Total:		\$0	\$0	\$0	\$1,733	\$4,654	\$0	\$0	\$0	\$0	\$0		\$6,388
Agency Total:		\$0	\$200	\$0	\$3,515	\$9,265	\$442	\$1,393	\$0	\$0	\$0		\$14,815

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2002

B. Emerging business needs to be address with technology over the next 2-4 years:

Consolidation of business functions for disparate groups making up the Construction Codes and Licensing Division (CCLD). Increased need for data collection from outside sources via web, EDI, etc.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Employ interim support strategies for aging CCLD applications until they can be replaced.

C2. Constraints and impediments to success:

Availability of resources to support old applications – we can afford them, we just can't find them.

C3. Platform, architectural or data concerns to be addressed:

Migration to N Tier architecture. Archival strategy.

D. Major IT related strategies or initiatives over the next 2-4 years:

Data Driven Workers Compensation system – a move away from forms-based regulation. Once the business community has defined its processes, building applications to support CCLD staff. One Stop Licensing. Finding OET initiatives that really support our business.

E. Projects or applications with potential for benefiting other agencies:

One Stop Licensing. Data Driven Workers Compensation project may have benefits for OAH – Workers Compensation Division, Workers Compensation Court of Appeals and Department of Commerce-Fraud Unit.

F. How organized to manage project management and systems development:

DLI has a designated Project Management lead that reports directly to the CIO. She personally manages large projects herself and is available for consultation to other project managers. She is responsible for registration of agency projects and must ensure that all projects follow OET guidelines.

System development is also lead by a supervisor who reports directly to the CIO. She assigns work to staff and monitors or oversees the work of contractors doing system development.

G. Processes or services that could be performed by other agencies:

I am uncertain as to the capacity of other agencies. We are currently investigating OET's capabilities to help us.



















H. Potential conflicts with state information strategies, architecture and policy:

Service level and quality from OET keeps us from wholeheartedly partnering. OET has routinely criticized our development tool without offering anything but rote suggestions for migration. We have struggled to get OET to really understand DLI's business needs and priorities. I think DLI is too small to really matter to OET from a revenue perspective and too large to seem to merit OET's help.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100		\$128	\$133,528	\$19,056	\$10,898	\$11,821	\$24,186					\$199,617
2005	200	\$32	\$248		\$11,168	\$2,065	\$34,454	\$4,423					\$52,390
2005	245			\$952									\$952
2005	300	\$991	\$11,169	\$34,602	\$120,891	\$59,443	\$83,914	\$417,095	\$529				\$728,633
2005	320	1,727,777	\$84,104	\$261,751	\$260,083	\$144,817	\$165,283	\$315,782	\$6,173				\$2,965,770
2005 Total:		\$1,728,800	\$95,648	\$430,833	\$411,198	\$217,223	\$295,471	\$761,486	\$6,702				\$3,947,361
2006	100	\$0	\$172	\$7,349	\$42,893	\$13,040	\$8,288	\$17,059	\$0	\$0	\$0		\$88,801
2006	174	\$0	\$4,425	\$81,273	\$117,589	\$84,865	\$55,802	\$87,555	\$0	\$0	\$0		\$431,509
2006	200	\$0	\$2,033	\$5,768	\$61,502	\$31,524	\$5,964	\$92,740	\$0	\$0	\$0		\$199,531
2006	245	\$0	\$0	\$607	\$1,714	\$322	\$1,036	\$3,024	\$0	\$0	\$0		\$6,703
2006	300	\$385	\$8,454	\$102,722	\$44,470	\$36,211	\$43,868	\$34,686	\$915	\$0	\$0		\$271,710
2006	320	1,975,053	\$7,854	\$165,421	\$277,279	\$59,025	\$56,056	\$105,582	\$2,290	\$0	\$0		\$2,648,560
2006 Total:		\$1,975,438	\$22,938	\$363,140	\$545,448	\$224,986	\$171,015	\$340,645	\$3,205	\$0	\$0		\$3,646,814
Agency Total:		\$3,704,238	\$118,585	\$793,973	\$956,646	\$442,209	\$466,486	\$1,102,131	\$9,906	\$0	\$0		\$7,594,175

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Apprenticeship	Apprenticeship agreements and sponsor registration; online agreements Business Value: 	Licenses or permits Technical Condition: 	Businesses or professions	Server	2002	2005	Maturity	0 - \$100k
Basebridge	Inspection Series software for Boiler/HPP inspectors Business Value: 	Other Technical Condition: 	Businesses or professions	Server	2000	2006	Maturity	0 - \$100k
Building Codes and Standards	All Building Code process Business Value: 	Other Technical Condition: 	Mostly citizens at large	Server	1997	2005	Maturity	0 - \$100k
Code Licensing	Boiler and HPP Licensing System and online renewals Business Value: 	Licenses or permits Technical Condition: 	Specific sub-group of customers or clients	Server	2001	2005	Maturity	0 - \$100k
Copy File Review	Allows for the capture of information regarding Work Comp case files that are copies for parties Business Value: 	Accounting and budgeting Technical Condition: 	Specific sub-group of customers or clients	Server	2003	2006	Maturity	0 - \$100k
ELI Inspections	Input Request for Inspection and outcomes for Electrical Permits Business Value: 	Licenses or permits Technical Condition: 	Mostly citizens at large	Server	1988	1988	Outdated	0 - \$100k
ELI licensing	Electrician Licensing Business Value: 	Licenses or permits Technical Condition: 	Mostly citizens at large	Server	1988	1988	Outdated	0 - \$100k
ELI licensing - GLS	Licensing for Power Limited Technicians Business Value: 	Licenses or permits Technical Condition: 	Businesses or professions	Server	2004	2004	Decline	0 - \$100k
GenComp	WC Case management system. "Managed" by DOER and used by DLI Business Value: 	Worker safety and compensation Technical Condition: 	Mostly internal to agency	Server	1996	2006	Decline	0 - \$100k

Comments: DOER manages relationship with vendor, which is minimal at best. System is difficult to enhance and lacks flexibility to meet our changing needs.

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost	
IMIS - OSHA Consultation	Federal system for OSHA consultation and education	Worker safety and compensation	Businesses or professions	Server	Prior 1985	1991	Other	0 - \$100k	
	Business Value:	Technical Condition:	Comments: Federal system for OSHA updates and changes controlled by Federal Dept of Labor						
IMIS - OSHA Enforcement	Federal system for OSHA investigation, complaints and discrimination	Worker safety and compensation	Mostly citizens at large	Server	Prior 1985	1991	Other	0 - \$100k	
	Business Value:	Technical Condition:	Comments: Federal system for OSHA updates and changes controlled by Federal Dept of Labor						
Labor Standards	Claim and Complaints, Exemption Permits, Fee Employment, Prevailing Wage; online PW survey and wage rates, online card issuer registration	Employment services	Mostly citizens at large	Server	2003	2005	Maturity	0 - \$100k	
	Business Value:	Technical Condition:	Comments:						
Plumbing licensing	Licensing for Plumbers	Licenses or permits	Businesses or professions	Server	1991	1991	Outdated	0 - \$100k	
	Business Value:	Technical Condition:	Comments: Written in Foxpro 2.5 for DOS						
Plumbing Plan Review/Inspections	Plan Review/Inspections of plumbing installations	Other	Mostly citizens at large	Server	1986	1986	Outdated	0 - \$100k	
	Business Value:	Technical Condition:	Comments: Written in Foxpro 2.5 for DOS						
WC Imaging System	Imaging and claims management system for MN Workers' Compensation program	Worker safety and compensation	Specific sub-group of customers or clients	Server	1995	2005	Maturity	\$100k - \$500k	
	Business Value:	Technical Condition:	Comments:						
WC Matrix System	WC Claims Services & Investigations system for tracking penalties & uninsured reimbursements	Worker safety and compensation	Specific sub-group of customers or clients	Server	1997	1997	Decline	0 - \$100k	
	Business Value:	Technical Condition:	Comments:						

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
Licensing	4/4/2005	6/30/2009	Enterprise	Business Process	Customer Satisfaction	New Application	Strategic

IT Budget Initiative

Initiative: Workers' Compensation System Interface

Enhance and secure the Department of Labor and Industry's (DLI) ability to capture workers compensation data from external stakeholders (insurers, third party administrators and self-insured employers) and present claim status data back to them.

FY2008-09: \$380,000 FY2010-11: \$180,000

Assessment

Assessment:

Comments: ... because implementation is well thought out, agency has a high level of confidence in the cost estimates, and the initiative supports expansion of electronic service delivery; shared services initiatives.

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific Non-General Fund Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Supports expansion of electronic service delivery; shared services initiatives
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Referenced in agency strategic plan
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Implementation well thought out
4. Are the cost estimates for this project reasonable?	Agency has a high level of confidence in the cost estimates.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Will use OET web authentication services. Agency will investigate if application exists but likely will be custom. No two states are alike. Insurers reluctant to share their applications with regulators.
6. Can this initiative be combined with another proposed initiative?	Appears to be unique to meeting agency needs.
7. Will the results of this initiative be shareable with other agencies?	Office of Administrative Hearings and Workers Comp Court of Appeals will be using the same database.

IT Budget Initiative

Initiative: Workers' Compensation System Interface

Evaluation

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Will improve the ability to conduct business online with external stakeholders.

Overall Comments:

Will improve the ability to conduct business online with external stakeholders. Agency program management not interested in using OET's server hosting at this time.

Strategic Information

A. Strategic IT Plan: Updated: NA

B. Emerging business needs to be address with technology over the next 2-4 years:

1. The possible replacement of our accounting system, BPCS. Although it has not been significantly upgraded since undergoing Y2K compliance, it is functional but lacks vendor support. Any replacement must be real time and capable of printing checks on demand.
2. The phone system is ageing and we are investigating replacement equipment.
3. Other business needs will be dictated by the annual marketing plan as our games, promotions, and marketing strategies change to meet current industry trends. These changes can also lead to significant security issues for the Lottery.

C1. Major information or technology issues to be addressed over the next 2-4 years:

1. The conversion of some of our legacy application "green screens" to GUI.
2. Possible video terminals if approved in Minnesota.
3. Potential new style game launches.
4. A separate web site for our retailers to get their financial and inventory data.

C2. Constraints and impediments to success:

Anything that impedes implementation schedules. There are many aspects to new game launches such as customer training, advertising (both printed and electronic), retailer acceptance, etc. Launch dates must be maintained to avoid contingency costs.

C3. Platform, architectural or data concerns to be addressed:

Data integrity and security are always a prime concern due to the fact that we live in a "glass house", and there are groups that feel the state should not be involved with gaming. As new technology emerges, security must be constantly reviewed and enhanced.

D. Major IT related strategies or initiatives over the next 2-4 years:

To provide the best and most secure technology available as market conditions change, new game styles are introduced, and new methods of delivering our products are introduced.

E. Projects or applications with potential for benefiting other agencies:

The Lottery has unique applications because of the very narrow vertical market we are in. Even within the lottery industry, each state has its unique product lines and therefore has individualized applications. At this point, our internal applications have been extensively modified to fit our marketing and security requirements. I am not aware of these types of systems being applicable to other state agencies.

F. How organized to manage project management and systems development:

Projects are given to I/S based on management dictates regarding marketing and/or security, involving new products or enhancements. We have a relatively small staff, are given launch dates, and for security reasons do not use outside programmers. We meet weekly with the Director for Operations for status updates, etc. Based on our small staff size, and not relying on "outside" help, we have not missed a launch date in the 13+ years I have been here. We are presently looking at implementing the "Quality Assurance of Product Development" best practice promoted by the North American State and Provincial Lotteries. This would be a joint effort between us and our on-line vendor, GTECH.

G. Processes or services that could be performed by other agencies:

Because we operate much like private industry in selling products, and for security reasons, I am not aware of any services we provide that could be performed by other agencies. Currently, we are using Northstar to host the MSL web site, and MNET for our WAN to communicate with our regional offices.

H. Potential conflicts with state information strategies, architecture and policy:

We are under very strict audit and security regulations, since we are a member of MUSL, the Multi-State Lottery Association. This is the organization that oversees PowerBall and other multi-state games. We get audited for meeting their security standards, in addition to normal financial audits (Schechter Dokken Kanter), and Systrust audits (Wolf & Company). I suspect our security requirements (architecture and operational) exceed current state policy, but this is a moving target, so we cannot assume there will not be future conflicts.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	805	1,500,285											\$1,500,285
2005 Total:		\$1,500,285											\$1,500,285
2006	805	1,572,416	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$1,572,416
2006 Total:		\$1,572,416	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$1,572,416
Agency Total:		\$3,072,701	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$3,072,701

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
ACCLAIMS	The Lottery's Instant Ticket and Billing system. Initially from Anderson Consulting.	Ticket Inventory and Billing	Internal only	IBM i520	1990	2006	Growth	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments: This is the system that controls approx. 60% of Lottery revenue and does all of the billing.					
BPCS	We use the purchasing, financial, and inventory modules of this modified package from SSA.	Procurement & Financial	Internal only	AS400 (Model 620)	1993	2000	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: This system fits our needs, but is not vendor supported, and is a potential for replacement.					
GTECH	The vendor that runs the on-line games (Daily3, Gopher5, PowerBall, etc.) for the MSL.	Sell games	Minnesota adults	IBM RS/6000	2003	2006	Growth	greater than \$1 million
	Business Value:	Technical Condition:	Comments: This on-line vendor is under contract until 2013.					
ICS - Internal Control System	This is a secure system that audits all on-line transactions created on the GTECH system.	Vendor Audit	Select internal only.	AS/400 (Model 270)	1990	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Required by the Multi-State Lottery Association to audit PowerBall.					

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2006**B. Emerging business needs to be address with technology over the next 2-4 years:**

The Small Board Licensing Manager Data Base is a collaborative, integrated system serving seven health licensing boards and our agency participates with this group. The boards continue to be cooperative in system development by having one lead board globally design, implement and debug systems and the other boards in the collaborative adopting the product once the system is effective. By rotating that financial and leadership responsibility, we have efficiently and economically created a quality data base system. Common goals for the SBLM during the next biennium include:

1. Continue to modify existing online licensing renewal system with minor software changes
2. Develop common online complaint form
3. Develop initial application for online applicants
4. Develop continuing education online approval and payment system
5. Work with academia in providing online transcript and applicant proof of education.

C1. Major information or technology issues to be addressed over the next 2-4 years:

The Health Licensing Boards continue to evaluate best practices and are considering a reassignment of human resources to create an internal DTE redesign team. The significant issue is software development in terms of expense and selection of quality candidates.

C2. Constraints and impediments to success:

The Health Licensing Boards will potentially request an increase in spending authority in this biennium. As fee supported, Fund 171 agencies, revenue must cover all of our expenses. We do not receive general revenue funding.

C3. Platform, architectural or data concerns to be addressed:

Strategically, we are attempting to more fully merge 17 separate functions into a continuously improving quality health licensing system serving the continuum of small, medium and large boards. Continuous upgrading of servers, PC's, etc is included in our internal strategic and financial plans for the biennium.

D. Major IT related strategies or initiatives over the next 2-4 years:

The strategies and actions are listed in "B".

E. Projects or applications with potential for benefiting other agencies:

Our system and upgrade projects could be duplicated and utilized for other smaller agency licensing functions. Citizens and other state agencies benefit from transparent government as most public information is now accessible through our websites.

F. How organized to manage project management and systems development:

The seventeen boards work cooperatively with shared staff. One IT network administrator is available for seventeen boards and software development has occurred independently through outside contracting. Internal reorganization may occur this year to attempt to hire software personnel by pooling all the individual board professional and technical contract funds, therein creating common platforms and ultimately reducing expenses.

G. Processes or services that could be performed by other agencies:

This past biennium, a non-health licensing board (Barbers and Cosmetology) was added to the shared service model offered by the Administrative Services Unit, which is a centralized business office for all boards. Due to the board governance model of directly having citizens drive the board's operational policies, the agencies have created independent systems. We continue to value collaboration on common processes, but cannot adequately assess what could be performed by other non-health board agencies.

H. Potential conflicts with state information strategies, architecture and policy:

We don't anticipate any conflicts. The only concern is if there were to be a mandate to convert to a less flexible and less comprehensive product that would not provide the range and quality of services that the licensees and the public have come to expect and depend upon. Minnesota is nationally recognized for its superior health licensing systems, directed by citizens, which provide high quality and efficient services for the public and licensees.

Agency IT Portfolio: Marriage & Fmly Therapy Board

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171		\$233		\$51	\$1,348	\$13	\$5,117					\$6,762
2005 Total:			\$233		\$51	\$1,348	\$13	\$5,117					\$6,762
2006	171	\$0	\$0	\$3,400	\$29	\$1,549	\$82	\$1,445	\$0	\$0	\$0		\$6,505
2006 Total:		\$0	\$0	\$3,400	\$29	\$1,549	\$82	\$1,445	\$0	\$0	\$0		\$6,505
Agency Total:		\$0	\$233	\$3,400	\$79	\$2,898	\$95	\$6,562	\$0	\$0	\$0		\$13,268

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Small Board Licensing Management Database	Seven Health Licensing Boards collaborated to create a shared licensing data base.	Licenses or permits	Mostly citizens at large	PC	2001	2005	Growth	0 - \$100k
Business Value:		Technical Condition:		Comments:				

Project Portfolio

No Projects Registered

Agency IT Portfolio: Mediation Service Bureau

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100			\$30,179	\$2,853	\$12,311	\$881	\$9,963					\$56,187
2005 Total:				\$30,179	\$2,853	\$12,311	\$881	\$9,963					\$56,187
2006	100	\$0	\$366	\$20,000	\$3,194	\$13,591	\$3,327	\$7,251	\$120	\$0	\$0		\$47,849
2006 Total:		\$0	\$366	\$20,000	\$3,194	\$13,591	\$3,327	\$7,251	\$120	\$0	\$0		\$47,849
Agency Total:		\$0	\$366	\$50,179	\$6,047	\$25,902	\$4,208	\$17,214	\$120	\$0	\$0		\$104,036

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2004**B. Emerging business needs to be addressed with technology over the next 2-4 years:**

- Provide new online services, such as license verification online, complaint filing, application status tracking, ..., to licensees, health care community and general public.
- Expand application forms, complaint forms available on the web
- Receive FCVS packets electronically, store on server
- Explore videoconferencing for applicant personal interviews if appropriate and if satisfactory equipment is available
- Explore scanning applications internally for database to replace Docuware
- Provide secured Web access to the Board's Meeting Materials, License Applicant Documents, Complaint Investigation Materials for staff and Board members.
- Work with health community and licensees for the NPI (National Practitioner Identification) number. (Jeanne mentioned this earlier)
- Upgrade the servers and operating system that hosts ALIMS (the Board's Licensure/Discipline Management System) and Online services database to the most recent commercial release.
- Enhance ALIMS and current online renewal features and fix the documented defects.
- Upgrade the Board's network equipments and security software.
- Remote access to the Board's network.
- Complete Business continuity plan.
- Archive and retrieve data, paper document, electronically
- Continue collect and post Physician Profiling information over web.

C1. Major information or technology issues to be addressed over the next 2-4 years:

- The hardware/software of current system needs to be upgraded to keep the performance in the same level.
- Hardware failure and its compatibility of software.
- Adopt the new data/network security technology.
- Implement/Utilize the multi-media technology over the high-speed internet.

C2. Constraints and impediments to success:

- Budget constraints to create a mirror system, which will minimize the system down time.
- Backup/Recovery plan needs to be tested and re-engineered.

C3. Platform, architectural or data concerns to be addressed:**D. Major IT related strategies or initiatives over the next 2-4 years:**

- Provide new services over high-speed internet to health community, and general public.
- Enhance the Board's Discipline and Licensure System interns of functionality, reliability and performance.
- Integrate data from different source regarding our licensees and make the data become valuable information to public.
- Minimize the system down-time.
- Secure the network and data access internally and/or over internet.

E. Projects or applications with potential for benefiting other agencies:

- ALIMS (the Board's Licensure/Discipline Management System) was selected to receive the Minnesota Government Recognition Award in the category of Customer Service Applications at the 24th (December 2005) Minnesota Government IT Symposium for their work with their Automated Licensure Information Management System (ALIMS).
- Online Renewal's 3rd party payment for licensee's renewal fee.
- Electronic agenda for various board meetings.

F. How organized to manage project management and systems development:

Director, business managers (supervisors of Discipline and Licensure) and IT personal form a steering committee to discuss the IT projects that will carry out the Board's business needs.

G. Processes or services that could be performed by other agencies:

Mailing process. Currently the Board uses State's Central Mail to deliver majority of our correspondences.

H. Potential conflicts with state information strategies, architecture and policy:

There might be different perception regarding the "minimum, reasonable measures" to implement the provisions of the state Security Policy.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$150,452	\$17,654		\$282,300	\$16,409	\$8,231	\$26,019	\$1,558				\$502,625
2005 Total:		\$150,452	\$17,654		\$282,300	\$16,409	\$8,231	\$26,019	\$1,558				\$502,625
2006	171	\$155,436	\$2,569	\$4,928	\$6,838	\$17,995	\$7,496	\$28,356	\$1,447	\$0	\$0		\$225,067
2006 Total:		\$155,436	\$2,569	\$4,928	\$6,838	\$17,995	\$7,496	\$28,356	\$1,447	\$0	\$0		\$225,067
Agency Total:		\$305,888	\$20,223	\$4,928	\$289,139	\$34,405	\$15,728	\$54,375	\$3,006	\$0	\$0		\$727,691

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Automated Licensure Information Management System (ALIMS)	ALIMS is a key strategic, operational component that efficiently and effectively enhances business processes (licensing, complaint investigation, discipline action tracking) and services provided.	Health care administration	Specific sub-group of customers or clients	Server	2004		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Docuware - Imaging and retrieving Application Materials	Archive the application records into images and Retrieve them via a query screen	Licenses or permits	Mostly internal to agency	Server	2004		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Electronic Meeting Agenda	Paperless agenda for all the attendends in various meetings.	Other	Mostly internal to agency	Server	2006		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Online Services - Renewal etc	Renewal online, hospitals pay for licensee renewal fee, tacking the medical license status by facility, address change, profiling	Licenses or permits	Specific sub-group of customers or clients	Server	2005		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
TestDirector	IT requests and application defect tracking	Other	Mostly internal to agency	Server	2004		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

No Projects Registered

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$74,307	\$1,284	\$975	\$6,200	\$6,302	\$4,336	\$2,967					\$96,373
2005	300	\$90,404	\$3,853	\$9,455	\$12,070	\$1,288,474		\$6,492					\$1,410,747
2005 Total:		\$164,711	\$5,138	\$10,430	\$18,270	\$1,294,777	\$4,336	\$9,459					\$1,507,120
2006	100	\$77,623	\$0	\$1,264	\$8,599	\$8,308	\$10,457	\$7,825	\$0	\$0	\$0		\$114,075
2006	300	\$93,071	\$60,421	\$0	\$26,581	\$1,508,476	\$178,959	\$23,293	\$0	\$0	\$0		\$1,890,802
2006 Total:		\$170,694	\$60,421	\$1,264	\$35,180	\$1,516,784	\$189,416	\$31,118	\$0	\$0	\$0		\$2,004,877
Agency Total:		\$335,405	\$65,559	\$11,694	\$53,449	\$2,811,561	\$193,752	\$40,577	\$0	\$0	\$0		\$3,511,997

Application Portfolio

No Applications Registered

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
Voice - Data Distribution System	12/29/2006	12/31/2007	Agency Unique	Infrastructure	Other	Infrastructure	Other

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$145,387	\$784		\$19,287	\$19,804	\$33,078	\$15,596					\$233,937
2005	200	\$144				\$71,626							\$71,769
2005 Total:		\$145,531	\$784		\$19,287	\$91,430	\$33,078	\$15,596					\$305,706
2006	100	\$148,616	\$2,687	\$923	\$9,612	\$96,388	\$12,942	\$16,829	\$399	\$0	\$0		\$288,396
2006	200	\$0	\$0	\$0	\$0	\$0	\$26	\$0	\$0	\$0	\$0		\$26
2006	690	\$0	\$0	\$0	\$0	\$0	\$7,980	\$0	\$0	\$0	\$0		\$7,980
2006 Total:		\$148,616	\$2,687	\$923	\$9,612	\$96,388	\$20,948	\$16,829	\$399	\$0	\$0		\$296,402
Agency Total:		\$294,147	\$3,471	\$923	\$28,899	\$187,818	\$54,026	\$32,425	\$399	\$0	\$0		\$602,108

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

IT Budget Initiative

Initiative: Computer Technology and Staff (Non-Staff)

Infrastructure Technology; Technology - Accessibility Items for the Blind items necessary to better serve visually impaired and blind students; Technology - Hardware Replacement; Interactive whiteboards and network visual projectors for classroom instruction; Replace POTS (Plain Old Telephone System) with new IP telephones; Technology - Mobile Laptop Computer Labs; Technology - Software upgrades; (Agency identified in OET Small Agency Technology initiative.)

FY2008-09: \$0

FY2010-11: \$0

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Projects included in OET Small Agency Initiative

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Supports Information Management strategy of accessibility for diverse populations; Enterprise supports life-cycle planning and replacement. Internet Protocol Telephony (IPT) is model for the future. Assumes involvement with Enterprise IP telephony program
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Agency hasn't upgraded since 1996. Hardware is breaking down.
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	An additional request is for IT staffing. Agency may not be able to implement without the additional resource. IPT effort must be coordinated with OET
4. Are the cost estimates for this project reasonable?	Yes.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Agency is purchasing available hardware/ software and not developing custom applications.
6. Can this initiative be combined with another proposed initiative?	Certain Accessibility Items for the Blind meet agency unique needs. Other aspects of the initiative are standard technology upgrades. Initiative is combined with other projects included in OET Small Agency technology initiative.

IT Budget Initiative

Initiative: Computer Technology and Staff (Non-Staff)

Evaluation

7. Will the results of this initiative be shareable with other agencies?

Yes.

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Important positive outcomes for population served by this agency.

Overall Comments:

IPT effort must be coordinated with Enterprise IP telephony efforts.

IT Budget Initiative

Initiative: Computer Technology and Staff (Staff)

Provide additional IT staffing for the Agency

FY2008-09: \$182

FY2010-11: \$184

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific General Fund Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Yes.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	2 current staff support 250 staff and 170 students.
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Initiative will build capacity needed.
4. Are the cost estimates for this project reasonable?	Yes.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	NA
6. Can this initiative be combined with another proposed initiative?	Possible combination with Consolidation of Utility Services initiative.
7. Will the results of this initiative be shareable with other agencies?	NA

IT Budget Initiative

Initiative: Computer Technology and Staff (Staff)

Evaluation

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Important positive outcomes for this agency, which is currently under-resourced to support the technology needs required.

Overall Comments: 250 staff and 170 students are all being supported by only 2 people.

Strategic InformationA. Strategic IT Plan: Updated: 2002**B. Emerging business needs to be address with technology over the next 2-4 years:**

- New land management strategies must be identified and new and more nimble land management processes are required to address rapidly growing and changing land use pressures and land ownership fragmentation. This requires improved information about land parcels, land rights, and land uses, and new or improved tools and techniques for spatial analysis
- Continuing pressure to improve productivity requires a workforce better equipped to perform more of the department's business directly in the field at locations far from physical telecommunications networks and in office locations where high bandwidth service is not available
- Growing coordination and cooperation with other agencies (local, state, and federal) on land management programs, environmental programs, and emergency preparedness and response programs demands secure access to and from other agencies' systems

C1. Major information or technology issues to be addressed over the next 2-4 years:

- Security
- Migration of legacy systems from client-server to web architecture
- Improvements to reliability and scalability, particularly through adoption of new technologies for remote monitoring and management of distributed infrastructure and applications

C2. Constraints and impediments to success:

- Workforce that is highly distributed among locations served by very low network bandwidths
- Funding for core IT services that is insufficient to maintain and replace a growing portfolio of applications, assets and services

C3. Platform, architectural or data concerns to be addressed:

- Retirement of our AS400 and replacement of the systems that depend on it
- Adoption of service-oriented architecture and addressing the growing number of failure points that comes with the SOA approach
- Direction on open source technologies, both in the IT infrastructure and on the desktop
- Acquisition, standardization, and sharing of spatial data about land parcels and easements

D. Major IT related strategies or initiatives over the next 2-4 years:

Some (not all) strategies identified in our IT plan:

- Implement portfolio management for IT budget and investment decisions
- Secure adequate funding for IT operations and new initiatives
- Establish department level approaches for acquisition, maintenance, upgrade, and support of the agency's core technology infrastructure
- Institutionalize project management and systems development methodologies

Some significant IT initiatives anticipated in the next four years:

- Identification as a shared services provider or center of excellence for geographic information and geographic

E. Projects or applications with potential for benefiting other agencies:

- Geographic dictionary and data distribution
- Land records management system
- Land survey control point inventory
- Electronic licensing system
- Campground reservations system

F. How organized to manage project management and systems development:

The agency has documented formal IT project management and systems development methods and has been working for some time to institutionalize them. All large projects and a growing number of smaller ones develop business cases, project charters (scope statements), and project plans. Responsibility for the project management methodology and for helping project sponsors and managers adopt it is assigned to a senior project manager who acts as the coordinator of a fledgling project management office on a limited, part-time basis. Two positions are devoted to IT project management. Responsibility for the systems development methodology is assigned to the supervisor of the applications development unit.

G. Processes or services that could be performed by other agencies:

Almost every IT utility function and shared service or process now performed internally could be performed by another agency, if the provider agency were able to guarantee adequate levels of service at an attractive price.

H. Potential conflicts with state information strategies, architecture and policy:

Conflicts with state policy or strategy would occur:

- If state policy were to mandate external provision of a service by a provider that couldn't guarantee adequate service levels and offer an attractive price.
- If a mechanism for funding a state initiative tapped a dedicated funding source (the Game and Fish fund, for example) for a purpose inconsistent with that fund's purpose.

Conflicts with state architecture directions are unlikely if the state architecture retains its focus on general higher-level standards. Architecture conflicts would occur if the state architecture were to shift to include more specific, "brand name" requirements.

Strategic Information

information systems

- Land records management system replacement
- Redeployment of our geographic data distribution system and continued expansion of its content
- Land survey control point inventory improvement
- Electronic licensing system replacement
- Field data collection devices and associated telecommunications changes
- Development of a campground reservations system

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	030			\$69	\$1,077	\$954	\$66	\$2,755					\$4,921
2005	100	2,992,272	\$34,486	\$501,525	\$791,624	\$974,805	\$204,572	\$1,332,839	\$229,963				\$7,062,087
2005	181	\$245,817	\$1,562	\$406,840	\$102,122	\$116,417	\$10,576	\$172,901	\$3,322				\$1,059,557
2005	182	\$185,216	\$13,268	\$122,439	\$9,590	\$41,540	\$22,058	\$152,523	\$21				\$546,653
2005	183	\$35,419	\$1,165	\$130,064	\$24,355	\$65,431	\$14,169	\$19,738	\$1,018				\$291,360
2005	185	\$23,202			\$494	\$8,006	\$1,003	\$3,623					\$36,328
2005	186	\$2,641		\$6,601	\$18,591	\$816	\$1,146	\$14,839					\$44,635
2005	187	\$4,933	\$199	\$4,259	\$969	\$5,416	\$2,627	\$15,818	\$141				\$34,362
2005	188	\$70,372			\$32	\$9,035	\$1,262	\$7,314					\$88,014
2005	18E					\$76			\$641				\$717
2005	18H	\$351											\$351
2005	18J					\$34							\$34
2005	200	\$450,360	\$42,506	\$2,751	\$239,960	\$649,867	\$387,349	\$207,711	\$4,772				\$1,985,275
2005	201	\$483		\$5,831	\$4,515	\$3,858	\$4,783	\$1,791					\$21,260
2005	202	\$37,763	\$351		\$28,481	\$4,532	\$5,566	\$52,390					\$129,084
2005	203					\$8,344	\$164						\$8,509
2005	204	\$63	\$920		\$410	\$1,431		\$1,730					\$4,554
2005	205		\$7,959				\$1,687						\$9,646
2005	206				\$2,845								\$2,845
2005	230	2,025,863	\$8,984	\$2,585,874	\$141,323	\$482,056	\$101,283	\$501,333	\$6,010				\$5,852,728
2005	231	\$2,684				\$1,013	\$5,284	\$14,580					\$23,563
2005	232	\$1,830		\$0	\$20	\$77	\$3,468	\$16,019					\$21,414
2005	233	\$24,000	\$1,712			\$3,094	\$1,598	\$3,445					\$33,849

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	234				\$220	\$18							\$238
2005	237					\$353							\$353
2005	239	\$50,680	\$273		\$21,559	\$20,825	\$7,321	\$80,780	\$2,503				\$183,941
2005	300	\$63,551	\$582		\$92,932	\$21,214	\$26,783	\$86,806	\$437				\$292,306
2005	331					\$2,245							\$2,245
2005	500						\$23						\$23
2005	522					\$60		\$3,032					\$3,093
2005	690				\$6,611	\$5,000	\$1,939	\$7,948	\$1,017				\$22,514
2005 Total:		\$6,217,503	\$113,967	\$3,766,253	\$1,487,728	\$2,426,520	\$804,726	\$2,699,915	\$249,846				\$17,766,458
2006	030	\$0	\$0	\$0	\$0	\$820	\$487	\$0	\$0	\$0	\$0		\$1,306
2006	100	\$971,313	\$11,150	\$574,482	\$63,776	\$793,041	\$103,530	\$183,847	\$13,984	\$0	\$0		\$2,715,123
2006	181	\$87,617	\$64	\$406,502	\$3,204	\$77,580	\$26,229	\$17,980	\$169	\$0	\$0		\$619,346
2006	182	\$49,274	\$0	\$334,938	\$763	\$28,891	\$5,213	\$5,164	\$0	\$0	\$0		\$424,243
2006	183	\$28,524	\$800	\$153,646	\$666	\$26,099	\$2,102	\$8,519	\$0	\$0	\$0		\$220,356
2006	185	\$31,315	\$0	\$0	\$1,278	\$1,130	\$87	\$1,914	\$0	\$0	\$0		\$35,725
2006	186	\$98	\$0	\$25,332	\$0	\$883	\$681	\$0	\$0	\$0	\$0		\$26,994
2006	187	\$591	\$1,278	\$5,231	\$0	\$6,014	\$3,497	\$2,017	\$0	\$0	\$0		\$18,627
2006	188	\$75,363	\$0	\$0	\$358	\$4,752	\$573	\$3,175	\$0	\$0	\$0		\$84,221
2006	189	\$0	\$0	\$431	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$431
2006	18H	\$83	\$0	\$12,127	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$12,211
2006	18J	\$64,447	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$214,447
2006	18K	\$0	\$0	\$37	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$37
2006	18L	\$218,148	\$8,457	\$0	\$12,061	\$16,792	\$4,749	\$26,060	\$0	\$0	\$0		\$286,267
2006	200	3,451,014	\$19,306	\$870	\$180,418	\$933,790	\$77,540	\$103,461	\$20,892	\$0	\$0		\$4,787,290

Agency IT Portfolio: Natural Resources Dept

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2006	201	\$23,778	\$0	\$7,267	\$792	\$9,881	\$1,415	\$0	\$0	\$0	\$0		\$43,132
2006	202	\$506,971	\$0	\$0	\$3,556	\$14,405	\$6,338	\$37,740	\$26,083	\$0	\$0		\$595,094
2006	203	\$0	\$0	\$0	\$0	\$8,896	\$0	\$0	\$0	\$0	\$0		\$8,896
2006	204	\$0	\$0	\$0	\$0	\$1,439	\$1,694	\$2,922	\$0	\$0	\$0		\$6,055
2006	205	\$0	\$2,849	\$0	\$0	\$0	\$1,965	\$0	\$0	\$0	\$0		\$4,813
2006	206	\$0	\$0	\$0	\$2,470	\$0	\$0	\$0	\$0	\$0	\$0		\$2,470
2006	230	\$870,214	\$3,298	\$2,861,921	\$24,894	\$439,871	\$81,959	\$419,320	\$3,123	\$0	\$0		\$4,704,601
2006	231	\$71	\$0	\$57,437	\$0	\$326	\$0	\$3,805	\$0	\$0	\$0		\$61,639
2006	232	\$45,001	\$0	\$0	\$107	\$128	\$116	\$0	\$0	\$0	\$0		\$45,352
2006	233	\$44,527	\$0	\$0	\$0	\$2,258	\$0	\$0	\$0	\$0	\$0		\$46,785
2006	237	\$65	\$0	\$0	\$0	\$14	\$156	\$0	\$0	\$0	\$0		\$235
2006	239	\$128,802	\$0	\$0	\$906	\$13,570	\$3,396	\$51,475	\$531	\$0	\$0		\$198,680
2006	300	\$66,085	\$1,180	\$74,738	\$13,974	\$11,521	\$15,428	\$19,721	\$0	\$0	\$0		\$202,647
2006	331	\$0	\$0	\$0	\$0	\$126	\$0	\$0	\$0	\$0	\$0		\$126
2006	522	\$0	\$0	\$0	\$0	\$883	\$82	\$0	\$0	\$0	\$0		\$965
2006	690	\$0	\$75	\$0	\$6,890	\$404	\$834	\$2,870	\$5,499	\$0	\$0		\$16,571
2006	860	\$7,133	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$7,133
2006 Total:		\$6,670,436	\$48,457	\$4,664,960	\$316,112	\$2,393,515	\$338,071	\$889,990	\$70,281	\$0	\$0		\$15,391,821
Agency Total:		12,887,938	\$162,424	\$8,431,213	\$1,803,840	\$4,820,035	\$1,142,796	\$3,589,905	\$320,128	\$0	\$0		\$33,158,279













Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Arrests & Conspications	Tracking of all arrests, warnings and conspications for the division	Law enforcement	All of the above	Mainframe	Prior 1985	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Can not do with out this system and there is nothing in place to replace it.					
BIOTICS	Biotics is DNR's core Natural Heritage information system. It was developed by NatureServe for a consortuim of state heritage programs. The system incorporates custom applications for spatial data management, tabular data management, data import/export and reconciliation, and reporting. The spatial component of the system supports basic digital mapping, spatial analyses, and data visualization.	Natural resource management	Specific sub-group of customers or clients	Server	2004	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Campground Manager	Management of registrations and statistics at State Parks	Natural resource management	Mostly internal to agency	PC	1998	2005	Maturity	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments: To be replaced Jan. 1, 2007 due to end of contract					
Climatology Data	This system is a current and historic collection of climatic information from a variety of sources for the whole state. It is a primary source for historic information on temperature, precipitationand other weather data and has many different types of reporting and presentation capabilities built in.	Natural resource management	All of the categories identified	Server	Prior 1985	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Consolidated Database	Application to manage fleet, fixed asset, safety and facilities information.	Natural resource management	Mostly internal to agency	PC	1996	2000	Decline	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Also includes a self-service web-based set of functionality...					
DEARS	Time keeping, Expense Reporting, Vechicle Use and work planning for every division employee	Law enforcement	Mostly internal to agency	Server	1997	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Used by every division employee on a daily basis.					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
DNR Enterprise Reporting	Centralize reporting services delivered using Crystal Enterprise.	Natural resource management	Mostly internal to agency	Server	2004	2004	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
DNR Garmin	This software facilitates the integration of Garmin GPS units with the departments GIS software ArcView and LandView	Natural resource management	Mostly internal to agency	PC	1998	2004	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Free software that is a standard installation on all Departmental PCs. This software is recognized worldwide as a standard tool for field work.					
DNRNet	DNR Intranet website and supporting applications.	Other	Mostly internal to agency	Server	1998	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Electronic Licensing System	DNR's electronic system for issuing hunting and fishing licenses and recreational vehicle registrations and titles.	Natural resource management	Mostly citizens at large	Mainframe	2000	2005	Maturity	greater than \$1 million
	Business Value:	Technical Condition:	Comments:					
FireWise	A web based spatial and attribute data gathering application used by DNR record community critical infrastructure and fire hazard data.	Environmental protection	Local government/Higher Ed/E-12 Ed	Server	2006		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
FORIST	A collection of modules to do forest roads and timber inventory data maintenance; manage the timber harvest process; do field work planning, budget requests, field project management, & accomplishment recording for the Division of Forestry state land management program.	Natural resource management	Mostly internal to agency	Server	2003	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
GIS Data Deli	A interactive web site that facilitates the distribution of Department GIS resources to partners, researchers, private industry and the general public	Natural resource management	Constituent groups	Server	1998	2004	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio







Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
GIS Data Dictionary	A database system that manages metadata about the DNR corporate GIS data resources.	Natural resource management	Mostly internal to agency	Server	2000	2006	Growth	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Just completed a major revamp of the application that manages this system, the Metadata Management Application					
GIS Data Distribution System	A system that manages and maintains the DNR GIS corporate resources at more than 70 sites statewide, keeping them in sync with the master GIS dataset	Natural resource management	Mostly internal to agency	Server	2001	2002	Decline	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments: This is a mature, well functioning system that has outgrown it's designed functional capabilities due to the effective growth in the use of GIS technology. It is in need of an upgrade to keep in line with current GIS technologies.					
Hydstra	Hydstra is a proprietary binary data mangement sytem designed to manage large quantities of time series data. In this case it is managing water quantity and water quality information from a number of stream gaging sites around the state. It also has a number of reporting and presentation capabilities built in. Web access to this data and the reporting capabilities is currently being developed.	Environmental protection	Mostly internal to agency	Server	2005	2006	Emerging	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Lake Survey Module	Fish measurement and habitat observation database for managing Minnesota's lake fisheries.	Natural resource management	Mostly internal to agency	Server	2006	1993	Emerging	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments:					
Lakes Database	This data base is the sources for lake identification numbers used by all agencies in MN. It contains a lot of basic information about lakes including information on lake levels collected by volunteer gage readers. It also has built in reporting and presentation capabilities.	Natural resource management	All of the categories identified	Server	Prior 1985	2006	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Land Records System	Tracks state land for acqusition (\$20 million), land contracts (\$5 million), and PILT (\$15 million).	Natural resource management	Mostly internal to agency	Mainframe	1986	1993	Maturity	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments: System needs to be reengineered to meet additional business needs of the department.					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
LandView	A GIS Data Viewer built by DNR staff that access DNR Corporate GIS data as well as interfacing with GPS.	Natural resource management	Mostly internal to agency	PC	1999	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Free software that is a standard installation on all Departmental PCs					
Mineral Rights Information	Tracks the ownership and leasing of mineral rights (\$20,000,000 on state land per year).	Natural resource management	Mostly internal to agency	Mainframe	1992	1996	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Allocation of funds to School / University Trust, Tax Forfeit, Con Con, Game and Fish, Gen Fund.					
Parks Database	Maintain Division of Parks & Recreation data	Natural resource management	Mostly internal to agency	Server	2005	2005	Emerging	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Public Access to Mineral Information	Provides information on ferrous and non-ferrous mineral information to the public (GIS / Web).	Natural resource management	Specific sub-group of customers or clients	Server	1998	1998	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Enhances the ability for the public and exploration geologist in particular to find and utilize mineral data throughout the state.					
Public Website	The DNR public internet website and associated support applications (www.dnr.state.mn.us).	Other	Mostly citizens at large	Server	1995	2003	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Reserve-It	Take and maintain reservations for State Park campsites and lodging	Natural resource management	Mostly citizens at large	Other	2001		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: To be replaced Jan. 1, 2007 due to end of contract					
Safety Training	Records of all safety training students and instructors	Law enforcement	All of the above	Mainframe	Prior 1985		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: System also prints labels for shipping safety instruction materials					
State Water Use Data System (SWUDS)	This system contains information on water use that is reported each year by permitted water appropriators. It contains a number of predetermined report and presentation capabilities.	Natural resource management	Mostly internal to agency	Server	Prior 1985	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Agency IT Portfolio: Natural Resources Dept

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Stocking Module	Fish disposition tracking database for managing Minnesota's fish stocking.	Natural resource management	Mostly internal to agency	Server	2002	2002	Decline	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Needs infrastructure upgrade					
Water Permits Lite	This system tracks permit that allow work to be done in the beds of public waters or to appropriate water from lakes, streams and ground water	Natural resource management	Mostly internal to agency	Server	Prior 1985	2005	Growth	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
WIRES	DNR accounts receivable system.	Accounting and budgeting	Mostly internal to agency	Server	2003	2005	Growth	\$500k - \$1 million
	Business Value: 	Technical Condition: 	Comments: Implement using Oracle Financials...					

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
WIRES-Web Integrated Revenue System-Phase II	3/4/2005	8/31/2006	Agency Unique	Information System	Customer Satisfaction	Maintenance or Operation	Mandatory or Legal
FORIST Timber Sales Module Development	8/27/2003	8/31/2007	Agency Unique	Information System	Reduced Cost	New Application	Mitigation of Operational Risk
Lake Survey Module	7/1/2002	12/1/2007	Agency Unique	Information System	Other	New Application	Mitigation of Operational Risk

IT Budget Initiative

Initiative: Lands Records Management System

Redesign of the DNR's land records management processes and implementation of a new land records management system to support them. (Costs given represent a net cost to the Natural Resources and Game and Fish funds; the agency is also reallocating \$1.258 million in base general fund dollars each biennium to the project, not included in totals here.)

FY2008-09: \$1,402,000 FY2010-11: \$392,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific Non-General Fund Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	DNR should investigate to what extent it can leverage the capabilities of the enterprise real property system.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Very important to move the Land Records system to new technology and improve the business processes and integration with GIS and other systems in the department.
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Agency has hired consultant to scope project.
4. Are the cost estimates for this project reasonable?	Agency's concerns about stakeholder buy-in currently being addressed by consultant. Consultant is scoping project will lead to better cost estimates.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Evaluating options. Currently getting consulting advice on buy/build decisions and how to gain consensus among the various stakeholders in the department.
6. Can this initiative be combined with another proposed initiative?	See overall comments below.

IT Budget Initiative

Initiative: Lands Records Management System

Evaluation

7. Will the results of this initiative be shareable with other agencies?

Unknown.

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Excellent.

Overall Comments:

DNR's business processes affected include managing and acquiring easements as well as doing land transactions. Business processes affected also include managing mineral rights and timber sales for revenue generation.

Strategic InformationA. Strategic IT Plan: Updated: 2002**B. Emerging business needs to be address with technology over the next 2-4 years:**

1. Push licensure application data to Pearson VUE licensure exam testing service
2. Implement and/or develop enhanced document imaging and data archiving solutions
3. Develop push technology to notify Minnesota schools of licensure by examination applicants
4. Develop enhanced online reporting capabilities for Minnesota schools
5. Enhance online licensure application functionality to include out of state applicants
6. Develop a common complaint submission application for use by all health-related boards
7. Respond to any statutory changes that would result in changes to business processes
8. Enhanced phone and call routing system (IP phones)

C1. Major information or technology issues to be addressed over the next 2-4 years:

1. Upgrade application and DBMS software
2. Resolve identified issues with Discipline Case Management System application
3. Migrate to new server equipment
4. Migrate to new workstation environments
5. Upgrade to digital telephony (IP phones)

C2. Constraints and impediments to success:

1. Lack of staff resources for migration, testing, and implementation
2. No staff resource for application development
3. Limited budget resources

C3. Platform, architectural or data concerns to be addressed:

1. Maintaining security of data against emerging and evolving threats
2. Aligning current applications with current versions of software platforms

D. Major IT related strategies or initiatives over the next 2-4 years:

1. Increase the number of paperless transactions
2. Enhance customer capabilities and customer satisfaction
3. Decrease reliance on vendors for software development
4. Maintain and enhance staff technology related productivity

E. Projects or applications with potential for benefiting other agencies:

1. Technology used for online licensee data retrieval can be adapted to generate reports for other purposes by other agencies
2. Common complaint entry application
3. Enhanced online reporting capabilities for Minnesota schools and the development of push technology for Minnesota schools

F. How organized to manage project management and systems development:

The Board's Information Resource Steering Committee provides strategic direction for the organization's information resources. The IRSC consists of representatives from all business functions of the agency. Information resource priorities are aligned with the Board's strategic plan.

G. Processes or services that could be performed by other agencies:

Credit card payment troubleshooting and issue resolution.

H. Potential conflicts with state information strategies, architecture and policy:

Unsure of how the concept of one-stop licensing will be compatible with the online services and/or agency business processes that have been developed and implemented.

Agency IT Portfolio: Nursing Board

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$133,610		\$24,000	\$24,318	\$17,177	\$5,839	\$130,158	\$2,327				\$337,430
2005	200			\$70,424									\$70,424
2005 Total:		\$133,610		\$94,424	\$24,318	\$17,177	\$5,839	\$130,158	\$2,327				\$407,854
2006	171	\$141,110	\$0	\$16,900	\$42,477	\$18,586	\$84	\$1,242	\$0	\$0	\$0		\$220,399
2006 Total:		\$141,110	\$0	\$16,900	\$42,477	\$18,586	\$84	\$1,242	\$0	\$0	\$0		\$220,399
Agency Total:		\$274,720	\$0	\$111,324	\$66,796	\$35,763	\$5,923	\$131,400	\$2,327	\$0	\$0		\$628,252

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Discipline Case Management System	complaint management database	Licenses or permits	Mostly internal to agency	PC	2001	2001	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
MBN Information System	licensing database	Licenses or permits	Mostly internal to agency	PC	1997	2000	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Online Services	web-based application services	Licenses or permits	Businesses or professions	PC	2002	2003	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2006**B. Emerging business needs to be address with technology over the next 2-4 years:**

The Small Board Licensing Manager Data Base is a collaborative, integrated system serving seven health licensing boards and our agency participates with this group. The boards continue to cooperative in system development but having one lead board globally design, implement and debug systems and the other boards in the collaborative accepting the product once the system is effective. By rotating in that financial and leadership responsibility, we have created a quality data base system. Common goals for the SBLM during the next biennium include:

1. Continue to modify existing online licensing renewal system with minor software changes
2. Develop common online complaint form
3. Develop initial application for online applicants
4. Develop continuing education online approval and payment system
5. Work with academia in providing online transcript and applicant proof of education.

C1. Major information or technology issues to be addressed over the next 2-4 years:

The Health Licensing Boards continue to evaluate best practices and will potentially redesign the current organization chart to enable best use of human resources, creating an internal DTE redesign team. The significant issue is software development in terms of expense and selection of quality candidates.

C2. Constraints and impediments to success:

The HLB's will potentially request an increase in spending authority in this biennium. As fee generated, Fund 171 agencies, revenue must be generated to meet our expenses. We do not receive general revenue funding.

C3. Platform, architectural or data concerns to be addressed:

Strategically, we are attempting to merge 17 separate functions into a quality health licensing system serving three continuums: small, medium and large boards. Continuous upgrading of servers, PC's, etc is included in our internal strategic and financial plans for the biennium.

D. Major IT related strategies or initiatives over the next 2-4 years:

The strategies and actions are listed in "A".

E. Projects or applications with potential for benefiting other agencies:

Our projects can be duplicated for other smaller agency licensing functions. Citizens and others state agencies benefit from transparent government as most public information is now available for the web site accessing public fields in the data base.

F. How organized to manage project management and systems development:

The HLB's (seventeen) and the SBLM (seven smallest boards) work cooperatively with shared staff. One IT network administrator is available for seventeen boards and software development has occurred independently through outside contracting. Internal reorganization may occur this year to attempt to hire software personnel by pooling all the individual board professional and technical contract funds, therein creating common platforms and ultimately reduced expense.

G. Processes or services that could be performed by other agencies:

This past biennium, a non-health licensing board (Barbers and Cosmetology) was added to the shared service model offered by the Administrative Services Unit, which is a centralized business office for all boards. Due to the board governance model of directly having citizens drive the board's operational policies, the agencies have created independent systems. We continue to value collaboration on back store processing, but cannot adequately access what could be performed by other agencies.

H. Potential conflicts with state information strategies, architecture and policy:

We don't anticipate potential conflict. The only concern presented is if someone in authority makes a global decision of accepting the sales presentation of an inferior off the shelf product and mandates its utilization. Minnesota is recognized as having superior health licensing systems, directed by its citizens and they are proud of their past work, while acknowledging the need to make continuous quality improvements.

Agency IT Portfolio: Nursing Home Admin Board

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$177	\$233	\$13,015	\$748	\$1,054	\$13	\$2,939					\$18,180
2005 Total:		\$177	\$233	\$13,015	\$748	\$1,054	\$13	\$2,939					\$18,180
2006	171	\$52,829	\$3,771	\$5,453	\$22,277	\$4,609	\$2,998	\$2,950	\$0	\$0	\$0		\$94,887
2006	200	\$5,834	\$0	\$0	\$1,235	\$0	\$0	\$14,338	\$0	\$0	\$0		\$21,407
2006 Total:		\$58,663	\$3,771	\$5,453	\$23,512	\$4,609	\$2,998	\$17,288	\$0	\$0	\$0		\$116,294
Agency Total:		\$58,841	\$4,004	\$18,468	\$24,260	\$5,664	\$3,011	\$20,227	\$0	\$0	\$0		\$134,474

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Small Board Licensing Management Database	Seven Health Licensing Boards collaborated to create a shared licensing data base.	Licenses or permits	Mostly citizens at large	PC	2001	2005	Growth	0 - \$100k
Business Value:		Technical Condition:		Comments:				

Project Portfolio

No Projects Registered

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$3,498	\$4,357	\$20,000	\$45,352	\$671	\$17,790	\$36,923	\$1,400				\$129,991
2005 Total:		\$3,498	\$4,357	\$20,000	\$45,352	\$671	\$17,790	\$36,923	\$1,400				\$129,991
2006	100	\$945	\$3,468	\$18,587	\$4,889	\$18,801	\$491	\$0	\$0	\$0	\$0		\$47,182
2006 Total:		\$945	\$3,468	\$18,587	\$4,889	\$18,801	\$491	\$0	\$0	\$0	\$0		\$47,182
Agency Total:		\$4,444	\$7,825	\$38,587	\$50,242	\$19,471	\$18,281	\$36,923	\$1,400	\$0	\$0		\$177,173

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

IT Budget Initiative

Initiative: Case Management Software

Complete development of CMS database incorporating death and serious injury review process. (Agency identified in OET Small Agency Technology initiative.)

FY2008-09: \$0

FY2010-11: \$0

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Projects included in OET Small Agency Initiative

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Yes.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Need agency strategic information and applications portfolio assessment
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Agency needs support to ensure successful completion by vendor
4. Are the cost estimates for this project reasonable?	This is a supplement to finish a project. Agency would welcome help in ensuring that contract is appropriate to achieve final requirements.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Agency did investigate multiple sources for a solution they could use. System chosen is used by multiple public entities which as a user group pool resources to have vendor make changes.
6. Can this initiative be combined with another proposed initiative?	See Human Rights, Case Management System (CMS) initiative
7. Will the results of this initiative be shareable with other agencies?	Case management is a requirement of several agencies and should be investigated as a shared service

IT Budget Initiative

Initiative: Case Management Software

Evaluation

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Serves vulnerable populations. 12-14K buildings all over the state house their populations. Developed in the 1990s. Need agency strategic information and applications portfolio assessment

Overall Comments:

Request is to address cost overrun on partially completed project. They are in difficult circumstances. Use Lotus Notes which is not supported anymore and their NT server is at the end of its life. Other ombudsman offices systems don't have the same kind of needs, e.g., tracking deaths and serious injuries of their clients. The project is 2/3 finished. Add-ons and additional features lead to the cost overruns. Time and materials contracts are difficult if the requirements are not clearly understood. Would welcome help in writing the contract that will meet their needs.

Strategic Information

A. Strategic IT Plan: Updated: NA

B. Emerging business needs to be address with technology over the next 2-4 years:

Ability to obtain email when out of the office. Treo or Blackberry devices are being looked at. Plan to replace older computers and printers.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Replacement of laptop and desktop computers which are now all about 1 ½ years old.

C2. Constraints and impediments to success:

Funding

C3. Platform, architectural or data concerns to be addressed:

Currently we are not on a server and have no auto backup ability. There is no updated virus protection and very limited desktop support.

D. Major IT related strategies or initiatives over the next 2-4 years:

This office will be contracting with OET for server space, virus protection, email and desktop support. We may also use OET for Treos

E. Projects or applications with potential for benefiting other agencies:

As the use of technology increases, sharing of that information with agencies would be helpful. Not all would be appropriate for all offices, but knowledge of new methods of getting/sharing information and data would be good to have so each office could determine if that is something they could utilize. As a small agency, we would be interested in what other small agencies, in particular, are doing within the realm of technology. It would be good to see the results of this survey shared. Also, it would be good to have general guidelines and recommendations about replacement schedules for computers and other technology hardware.

F. How organized to manage project management and systems development:

We are a small agency consisting of one office manager and four Ombudspersons whose focus is on issues around child protection and out-of-home placement.

G. Processes or services that could be performed by other agencies:

None that are known.

H. Potential conflicts with state information strategies, architecture and policy:

Sometimes what is good for larger agencies and divisions, are cost prohibitive and cumbersome for small agencies.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	200				\$389	\$4,844	\$2,305	\$12,553					\$20,091
2005 Total:					\$389	\$4,844	\$2,305	\$12,553					\$20,091
2006	200	\$0	\$0	\$0	\$234	\$5,277	\$788	\$0	\$0	\$0	\$0		\$6,300
2006 Total:		\$0	\$0	\$0	\$234	\$5,277	\$788	\$0	\$0	\$0	\$0		\$6,300
Agency Total:		\$0	\$0	\$0	\$623	\$10,121	\$3,093	\$12,553	\$0	\$0	\$0		\$26,391

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2006

B. Emerging business needs to be address with technology over the next 2-4 years:

The Small Board Licensing Manager Data Base is a collaborative, integrated system serving seven health licensing boards and our agency participates with this group. The boards continue to be cooperative in system development by having one lead board globally design, implement and debug systems and the other boards in the collaborative adopting the product once the system is effective. By rotating that financial and leadership responsibility, we have efficiently and economically created a quality data base system. Common goals for the SBLM during the next biennium include:

1. Continue to modify existing online licensing renewal system with minor software changes
2. Develop common online complaint form
3. Develop initial application for online applicants
4. Develop continuing education online approval and payment system
5. Work with academia in providing online transcript and applicant proof of education.

C1. Major information or technology issues to be addressed over the next 2-4 years:

The Health Licensing Boards continue to evaluate best practices and are considering a reassignment of human resources to create an internal DTE redesign team. The significant issue is software development in terms of expense and selection of quality candidates.

C2. Constraints and impediments to success:

The Health Licensing Boards will potentially request an increase in spending authority in this biennium. As fee supported, Fund 171 agencies, revenue must cover all of our expenses. We do not receive general revenue funding.

C3. Platform, architectural or data concerns to be addressed:

Strategically, we are attempting to more fully merge 17 separate functions into a continuously improving quality health licensing system serving the continuum of small, medium and large boards. Continuous upgrading of servers, PC's, etc is included in our internal strategic and financial plans for the biennium.

D. Major IT related strategies or initiatives over the next 2-4 years:

The strategies and actions are listed in "A".

E. Projects or applications with potential for benefiting other agencies:

Our system and upgrade projects could be duplicated and utilized for other smaller agency licensing functions. Citizens and other state agencies benefit from transparent government as most public information is now accessible through our websites.

F. How organized to manage project management and systems development:

The seventeen boards work cooperatively with shared staff. One IT network administrator is available for seventeen boards and software development has occurred independently through outside contracting. Internal reorganization may occur this year to attempt to hire software personnel by pooling all the individual board professional and technical contract funds, therein creating common platforms and ultimately reducing expenses.

G. Processes or services that could be performed by other agencies:

This past biennium, a non-health licensing board (Barbers and Cosmetology) was added to the shared service model offered by the Administrative Services Unit, which is a centralized business office for all boards. Due to the board governance model of directly having citizens drive the board's operational policies, the agencies have created independent systems. We continue to value collaboration on common processes, but cannot adequately assess what could be performed by other non-health board agencies.

H. Potential conflicts with state information strategies, architecture and policy:

We don't anticipate any conflicts. The only concern is if there were to be a mandate to convert to a less flexible and less comprehensive product that would not provide the range and quality of services that the licensees and the public have come to expect and depend upon. Minnesota is nationally recognized for its superior health licensing systems, directed by citizens, which provide high quality and efficient services for the public and licensees.

Agency IT Portfolio: Optometry Board

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$763	\$107	\$950	\$363	\$752	\$174						\$3,108
2005 Total:		\$763	\$107	\$950	\$363	\$752	\$174						\$3,108
2006	171	\$18	\$0	\$4,930	\$10	\$748	\$0	\$2,397	\$0	\$0	\$0		\$8,102
2006 Total:		\$18	\$0	\$4,930	\$10	\$748	\$0	\$2,397	\$0	\$0	\$0		\$8,102
Agency Total:		\$781	\$107	\$5,880	\$372	\$1,500	\$174	\$2,397	\$0	\$0	\$0		\$11,211

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Small Board Licensing Management Database	Seven Health Licensing Boards collaborated to create a shared licensing data base.	Licenses or permits	Mostly citizens at large	PC	2001	2005	Growth	0 - \$100k
Business Value: 		Technical Condition: 		Comments:				

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2002

B. Emerging business needs to be address with technology over the next 2-4 years:

Implementing online services including license renewal, credit card payment, exam registration, status lookup, search function, address change, form submission, etc.

C1. Major information or technology issues to be addressed over the next 2-4 years:

1. Replacing the current POST Board license management system with a more dynamic, web-based application as our clientele expects more web-enabled interaction.
2. Redesigning the POST Board web site to accommodate the various online services available with the new application.

C2. Constraints and impediments to success:

Inadequate IT funding. Limited resources through Office of Enterprise and Department of Public Safety.

C3. Platform, architectural or data concerns to be addressed:

Upgrades of workstations, laptops, routers, switches, Microsoft Office products.

D. Major IT related strategies or initiatives over the next 2-4 years:

Online license renewal and data conversion. Implementation of a web-based POST Board licensing application.

E. Projects or applications with potential for benefiting other agencies:

Participating in OET pilot project. Will benefit agencies with similar business needs.

F. How organized to manage project management and systems development:

POST Board is a small regulatory agency. Decisions driven by board, legislature, DPS and OET. Executive Director consults IT team on implementation of policy decisions

G. Processes or services that could be performed by other agencies:

Possibly consolidate mailing and printing of license certificates from a central location provided by the state.

H. Potential conflicts with state information strategies, architecture and policy:

No potential conflicts seen at this point.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	200	\$63,521			\$27	\$12,821	\$708						\$77,077
2005 Total:		\$63,521			\$27	\$12,821	\$708						\$77,077
2006	200	\$67,256	\$27	\$0	\$293	\$12,519	\$1,544	\$0	\$0	\$0	\$0		\$81,638
2006 Total:		\$67,256	\$27	\$0	\$293	\$12,519	\$1,544	\$0	\$0	\$0	\$0		\$81,638
Agency Total:		\$130,777	\$27	\$0	\$320	\$25,340	\$2,252	\$0	\$0	\$0	\$0		\$158,715

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
POST Board Licensing Manager	Licensing records for active, inactive and expired peace officers.	Licenses or permits	Businesses or professions	PC	1999	2001	Decline	0 - \$100k
Business Value:		Technical Condition:		Comments:				

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2004**B. Emerging business needs to be address with technology over the next 2-4 years:**

Increased accessibility to, and dissemination of, agency programs, services and resources.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Online delivery systems including web based, interactive and blended technologies. Complete major updates to our database applications. Web based parent portal for student information. Increased staff development.

C2. Constraints and impediments to success:

Limited funding and staffing due to previous agency cuts. Space limitations and lack of specific space suitable for arts based education laboratories.

C3. Platform, architectural or data concerns to be addressed:

Ongoing computer upgrades, server consolidation, office application and operating systems updates.

D. Major IT related strategies or initiatives over the next 2-4 years:

Blended interactive video and web based arts education. Increased wireless capabilities on campus.

E. Projects or applications with potential for benefiting other agencies:

The Center could act as a hub for ongoing and future distance learning.

F. How organized to manage project management and systems development:

Direction and leadership of information management is the responsibility of the Technology Director. This position is responsible for establishing information and organization policies as they relate to database configurations, connectivity requirements, hardware and software acquisitions, information storage and retrieval issues, telecommuting guidelines, and administrative procedures and controls.

Make recommendations after synthesis and analysis of feedback from the agency's technology committee, which is the conduit for long-term strategic planning, and short-term problem solving.

Developing and implementing internal comprehensive agency technology budgets, subsequently approved by the Executive Director.

Report to agency directors and serve as liaison, when required, to program staff for the communication of technology-related decisions that impact their areas of responsibility in achieving agency mission and objectives.

G. Processes or services that could be performed by other agencies:

Possibly email, however student accounts are integral to other communications systems. Potential savings are minimal.

H. Potential conflicts with state information strategies, architecture and policy:

None at this time.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$198,691			\$40,372	\$46,644	\$41,432	\$120,131	\$9,038				\$456,307
2005	200			\$21,316	\$500		\$549						\$22,364
<i>2005 Total:</i>		\$198,691		\$21,316	\$40,871	\$46,644	\$41,981	\$120,131	\$9,038				\$478,671
2006	100	\$201,849	\$0	\$0	\$17,924	\$52,383	\$17,367	\$27,231	\$8,065	\$0	\$0		\$324,818
2006	200	\$0	\$0	\$4,595	\$0	\$0	\$0	\$4,500	\$0	\$0	\$0		\$9,095
2006	690	\$0	\$0	\$0	\$0	\$71	\$0	\$0	\$0	\$0	\$0		\$71
<i>2006 Total:</i>		\$201,849	\$0	\$4,595	\$17,924	\$52,454	\$17,367	\$31,731	\$8,065	\$0	\$0		\$333,983
<i>Agency Total:</i>		\$400,539	\$0	\$25,911	\$58,796	\$99,097	\$59,347	\$151,862	\$17,102	\$0	\$0		\$812,654

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
AIM Database	Database for creating and disseminating Arts in Minnesota summer guide.	Education - E-12	Mostly citizens at large	Server	1997	1997	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Contracts Log	Database for creating and logging contracts and grants.	Education - E-12	Mostly internal to agency	Server	1990	1996	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Purchase Order Info Sys	Purchase Order Information System: generate purchase requests, maintains an inventory and checkout system.	Education - E-12	Mostly internal to agency	Server	2002	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Resource Info Sys	Resource Information System: contact management and mailing list database	Education - E-12	Mostly internal to agency	Server	1996	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Student Info Sys	Student Information System: typical school data application for student information	Education - E-12	Mostly internal to agency	Server	1993	2004	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2002

B. Emerging business needs to be address with technology over the next 2-4 years:

Online licensing, original and renewals; online licensure verification; online access to disciplinary actions taken against licensees; videoconferencing for certain meetings; real-time, remote entry and retrieval of inspection data

C1. Major information or technology issues to be addressed over the next 2-4 years:

See B above. Also, may need to upgrade desktop computers towards the end of the 2-4 year period.

C2. Constraints and impediments to success:

Potential constraint – legislature may not approve expenditures for equipment and software needed for certain activities.

C3. Platform, architectural or data concerns to be addressed:

None known.

D. Major IT related strategies or initiatives over the next 2-4 years:

See B above

E. Projects or applications with potential for benefiting other agencies:

As noted below, the Board of Pharmacy already works with other health licensing boards in the area of IT projects/systems development.

F. How organized to manage project management and systems development:

The Board of Pharmacy, along with the other health licensing boards, funds an Administrative Services Unit (ASU). ASU employs a system administrator who works with Board staff on IT projects and systems development.

G. Processes or services that could be performed by other agencies:

None. The licensing, inspection and disciplinary functions of the Board are closely intertwined. There are times when we need to immediately suspend a license in order to protect the public.

Also, the Board works with the National Association of Boards of Pharmacy on testing and reciprocal licensure activities. All 50 states utilize the services of NABP for these purposes. For Minnesota to not participate would both isolate the state and put the state back about three decades.

Furthermore, we work closely with the University of Minnesota, College of Pharmacy to make certain that graduates are qualified to sit for licensure examination. That includes reviewing Internship Manuals completed by the students.

Pharmacies, wholesalers, manufacturers and other businesses can't be licensed unless they pass inspection.

H. Potential conflicts with state information strategies, architecture and policy:

The individuals and businesses that we license may not end up with one-stop licensing if they are required to go through a new state licensing entity. Some of the activities involved in our licensing need to be performed by professional staff. For example, some individuals seeking reciprocal licensure have been the subject of complaints or disciplinary action in other states. Professional staff needs to determine whether and under what conditions such individuals should be licensed.

Agency IT Portfolio: Pharmacy Board

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$47,093	\$7,170		\$23,598	\$9,591	\$8,638	\$188	\$145				\$96,422
2005	200	\$5,548											\$5,548
2005 Total:		\$52,641	\$7,170		\$23,598	\$9,591	\$8,638	\$188	\$145				\$101,971
2006	171	\$391	\$0	\$11,600	\$602	\$7,923	\$806	\$4,236	\$4,614	\$0	\$0		\$30,172
2006	200	\$43	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$43
2006 Total:		\$435	\$0	\$11,600	\$602	\$7,923	\$806	\$4,236	\$4,614	\$0	\$0		\$30,215
Agency Total:		\$53,076	\$7,170	\$11,600	\$24,199	\$17,514	\$9,444	\$4,424	\$4,759	\$0	\$0		\$132,185

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
GL Suite	Licensing database application	Licenses or permits	Businesses or professions	Server	2006		Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments: Since we are in the process of implementing this application, we have not had enough experience with it to make a definitive assessment.					

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2006**B. Emerging business needs to be address with technology over the next 2-4 years:**

The Small Board Licensing Manager Data Base is a collaborative, integrated system serving seven health licensing boards and our agency participates with this group. The boards continue to be cooperative in system development by having one lead board globally design, implement and debug systems and the other boards in the collaborative adopting the product once the system is effective. By rotating that financial and leadership responsibility, we have efficiently and economically created a quality data base system. Common goals for the SBLM during the next biennium include:

1. Continue to modify existing online licensing renewal system with minor software changes
2. Develop common online complaint form
3. Develop initial application for online applicants
4. Develop continuing education online approval and payment system
5. Work with academia in providing online transcript and applicant proof of education.

C1. Major information or technology issues to be addressed over the next 2-4 years:

The Health Licensing Boards continue to evaluate best practices and are considering a reassignment of human resources to create an internal DTE redesign team. The significant issue is software development in terms of expense and selection of quality candidates.

C2. Constraints and impediments to success:

The Health Licensing Boards will potentially request an increase in spending authority in this biennium. As fee supported, Fund 171 agencies, revenue must cover all of our expenses. We do not receive general revenue funding.

C3. Platform, architectural or data concerns to be addressed:

Strategically, we are attempting to more fully merge 17 separate functions into a continuously improving quality health licensing system serving the continuum of small, medium and large boards. Continuous upgrading of servers, PC's, etc is included in our internal strategic and financial plans for the biennium.

D. Major IT related strategies or initiatives over the next 2-4 years:

The strategies and actions are listed in "B".

E. Projects or applications with potential for benefiting other agencies:

Our system and upgrade projects could be duplicated and utilized for other smaller agency licensing functions. Citizens and other state agencies benefit from transparent government as most public information is now accessible through our websites.

F. How organized to manage project management and systems development:

The seventeen boards work cooperatively with shared staff. One IT network administrator is available for seventeen boards and software development has occurred independently through outside contracting. Internal reorganization may occur this year to attempt to hire software personnel by pooling all the individual board professional and technical contract funds, therein creating common platforms and ultimately reducing expenses.

G. Processes or services that could be performed by other agencies:

This past biennium, a non-health licensing board (Barbers and Cosmetology) was added to the shared service model offered by the Administrative Services Unit, which is a centralized business office for all boards. Due to the board governance model of directly having citizens drive the board's operational policies, the agencies have created independent systems. We continue to value collaboration on common processes, but cannot adequately assess what could be performed by other non-health board agencies.

H. Potential conflicts with state information strategies, architecture and policy:

We don't anticipate any conflicts. The only concern is if there were to be a mandate to convert to a less flexible and less comprehensive product that would not provide the range and quality of services that the licensees and the public have come to expect and depend upon. Minnesota is nationally recognized for its superior health licensing systems, directed by citizens, which provide high quality and efficient services for the public and licensees.

Agency IT Portfolio: Physical Therapy Board

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$485	\$235	\$570	\$740	\$1,107	\$1,105	\$2,790					\$7,032
2005 Total:		\$485	\$235	\$570	\$740	\$1,107	\$1,105	\$2,790					\$7,032
2006	171	\$18	\$0	\$4,930	\$29	\$1,072	\$250	\$0	\$0	\$0	\$0		\$6,299
2006 Total:		\$18	\$0	\$4,930	\$29	\$1,072	\$250	\$0	\$0	\$0	\$0		\$6,299
Agency Total:		\$504	\$235	\$5,500	\$768	\$2,179	\$1,355	\$2,790	\$0	\$0	\$0		\$13,330

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Small Board Licensing Management Database	Seven Health Licensing Boards collaborated to create a shared licensing data base.	Licenses or permits	Businesses or professions	PC	2001	2005	Growth	0 - \$100k
Business Value:		Technical Condition:		Comments:				

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2006**B. Emerging business needs to be address with technology over the next 2-4 years:**

The Small Board Licensing Manager Data Base is a collaborative, integrated system serving seven health licensing boards and our agency participates with this group. The boards continue to be cooperative in system development by having one lead board globally design, implement and debug systems and the other boards in the collaborative adopting the product once the system is effective. By rotating that financial and leadership responsibility, we have efficiently and economically created a quality data base system. Common goals for the SBLM during the next biennium include:

1. Continue to modify existing online licensing renewal system with minor software changes
2. Develop common online complaint form
3. Develop initial application for online applicants
4. Develop continuing education online approval and payment system
5. Work with academia in providing online transcript and applicant proof of education.

C1. Major information or technology issues to be addressed over the next 2-4 years:

The Health Licensing Boards continue to evaluate best practices and are considering a reassignment of human resources to create an internal DTE redesign team. The significant issue is software development in terms of expense and selection of quality candidates.

C2. Constraints and impediments to success:

The Health Licensing Boards will potentially request an increase in spending authority in this biennium. As fee supported, Fund 171 agencies, revenue must cover all of our expenses. We do not receive general revenue funding.

C3. Platform, architectural or data concerns to be addressed:

Strategically, we are attempting to more fully merge 17 separate functions into a continuously improving quality health licensing system serving the continuum of small, medium and large boards. Continuous upgrading of servers, PC's, etc is included in our internal strategic and financial plans for the biennium.

D. Major IT related strategies or initiatives over the next 2-4 years:

The strategies and actions are listed in "A".

E. Projects or applications with potential for benefiting other agencies:

Our system and upgrade projects could be duplicated and utilized for other smaller agency licensing functions. Citizens and other state agencies benefit from transparent government as most public information is now accessible through our websites.

F. How organized to manage project management and systems development:

The seventeen boards work cooperatively with shared staff. One IT network administrator is available for seventeen boards and software development has occurred independently through outside contracting. Internal reorganization may occur this year to attempt to hire software personnel by pooling all the individual board professional and technical contract funds, therein creating common platforms and ultimately reducing expenses.

G. Processes or services that could be performed by other agencies:

This past biennium, a non-health licensing board (Barbers and Cosmetology) was added to the shared service model offered by the Administrative Services Unit, which is a centralized business office for all boards. Due to the board governance model of directly having citizens drive the board's operational policies, the agencies have created independent systems. We continue to value collaboration on common processes, but cannot adequately assess what could be performed by other non-health board agencies.

H. Potential conflicts with state information strategies, architecture and policy:

We don't anticipate any conflicts. The only concern is if there were to be a mandate to convert to a less flexible and less comprehensive product that would not provide the range and quality of services that the licensees and the public have come to expect and depend upon. Minnesota is nationally recognized for its superior health licensing systems, directed by citizens, which provide high quality and efficient services for the public and licensees.

Agency IT Portfolio: Podiatric Medicine Board

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$278	\$233		\$502	\$585	\$85						\$1,683
2005 Total:		\$278	\$233		\$502	\$585	\$85						\$1,683
2006	171	\$0	\$0	\$2,550	\$10	\$654	\$177	\$0	\$0	\$0	\$0		\$3,390
2006 Total:		\$0	\$0	\$2,550	\$10	\$654	\$177	\$0	\$0	\$0	\$0		\$3,390
Agency Total:		\$278	\$233	\$2,550	\$512	\$1,239	\$262	\$0	\$0	\$0	\$0		\$5,073

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Small Board Licensing Management Database	Seven Health Licensing Boards collaborated to create a shared licensing data base.	Licenses or permits	Mostly citizens at large	PC	2001	2005	Growth	0 - \$100k
Business Value: 		Technical Condition: 		Comments:				

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2000**B. Emerging business needs to be address with technology over the next 2-4 years:**

- Electronic reporting by regulated entities (eGovt)
- Meeting signature reporting requirements when electronic reporting (eGovt)
- Data sharing with our partner agencies and other units of government
- Improved systems to measure, record and report on business efficiency
- Improved time tracking by individuals
- Increased access to environmental and compliance data by general public
- Increased remote access capability for PCA staff
- Increased use of GIS for business analysis
- Paper file reduction and improved data access through increased use of our electronic document management system (EDMS)

C1. Major information or technology issues to be addressed over the next 2-4 years:

- Complying with Environmental Protection Agency (EPA) new rule for electronic reporting by our regulated entities (CROMERR rule). Technical challenges will be user authentication and digital signature requirements.
- Moving our application development platform from PowerBuilder to MS.NET

C2. Constraints and impediments to success:

- For CROMERR compliance it will be determining how to meet digital signature requirements with minimal staffing needs and avoiding the high cost of private digital certificates
- For MS.NET it will be retraining and support of two development platforms

C3. Platform, architectural or data concerns to be addressed:

- We are currently planning some data improvement projects

D. Major IT related strategies or initiatives over the next 2-4 years:

- Ongoing maintenance and enhancements to existing legacy applications
- Data management strategy and implementation plan
- Self-service systems for internal and external users

E. Projects or applications with potential for benefiting other agencies:

If we can keep costs low for authentication and digital signatures I would think other agencies would be interested in that capability. It would be great to see an enterprise-wide (OET) effort for the state to issue digital certificates such as Illinois is doing!

F. How organized to manage project management and systems development:

- We are currently involved in re-engineering our project identification, prioritization, and management system and methodologies. That effort will include staffing specifically for IT project management.
- We have five units each with separate supervisors:
 - o
 - o 1) one unit which is responsible for business analysis, data modeling, and data management; another unit

G. Processes or services that could be performed by other agencies:

- Email
- Consolidated maintenance agreements for products like Microsoft, Oracle, etc.

H. Potential conflicts with state information strategies, architecture and policy:

- We don't believe we can comment on this because we don't know enough about the state information strategies, architecture and policies













IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	030				\$203		\$141						\$345
2005	050	\$15,000				\$130,808							\$145,807
2005	100	\$301,083	\$4,402	\$5,490	\$14,579	\$124	\$24,404	\$7,055	\$1,009				\$358,147
2005	200	1,825,373	\$112,949	\$50,884	\$547,955	\$141,960	\$166,265	\$78,100	\$10,413				\$2,933,898
2005	300	\$496,862	\$1,172	\$94,235	\$6,812	\$1,230	\$13,813	\$19,388	\$2,536				\$636,048
2005	330	1,185,962	\$2,203		\$31,399	\$245,773	\$54,241	\$112,319	\$161				\$1,632,057
2005	331	\$226,424	\$11,432		\$9,939	\$249,422	\$5,008	\$8,216	\$1,518				\$511,959
2005 Total:		\$4,050,704	\$132,157	\$150,610	\$610,887	\$769,317	\$263,872	\$225,078	\$15,636				\$6,218,261
2006	050	\$0	\$0	\$0	\$0	\$118,379	\$0	\$0	\$0	\$0	\$0		\$118,379
2006	100	\$100,775	\$8,643	\$0	\$3,009	\$94	\$15,986	\$16,791	\$239	\$0	\$0		\$145,536
2006	170	\$0	\$0	\$0	\$665	\$0	\$0	\$3,333	\$0	\$0	\$0		\$3,998
2006	200	2,140,814	\$121,220	\$5,000	\$496,671	\$140,380	\$103,188	\$123,350	\$7,983	\$0	\$0		\$3,138,606
2006	300	\$904,905	\$1,041	\$130,308	\$35,762	\$168,209	\$2,102	\$20,834	\$0	\$0	\$0		\$1,263,162
2006	330	1,330,783	\$12,729	\$6,321	\$44,801	\$366,611	\$61,826	\$53,016	\$2,351	\$0	\$0		\$1,878,437
2006	331	\$171,528	\$73	\$0	\$5,638	\$9,236	\$7,797	\$5,019	\$174	\$0	\$0		\$199,465
2006 Total:		\$4,648,804	\$143,705	\$141,629	\$586,545	\$802,909	\$190,900	\$222,343	\$10,748	\$0	\$0		\$6,747,583
Agency Total:		\$8,699,508	\$275,862	\$292,239	\$1,197,433	\$1,572,226	\$454,772	\$447,421	\$26,384	\$0	\$0		\$12,965,844

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
7050 Database	Documentation of National Hydrological Database proofing of MN use classifications	Environmental protection	Mostly internal to agency		2002	2004	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
AQ LIMS Application/Database	The Laboratory Information Management System (LIMS) is the database where we store air quality ambient monitoring data and a lot of associated metadata.	Environmental protection	Mostly internal to agency	Server	2000	2003	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Assessment Database	The Assessment Database is used to store information on the assessment and TMDL listing of surface waters. T	Environmental protection	Other state agencies or bodies		2004	2006	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Biological Monitoring Application/Database	Water quality biological monitoring data for both streas and wetlands. Two separate databases	Environmental protection	Mostly internal to agency	Server	1996	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Closed Landfill Database	Application/database to manage closed landfills	Environmental protection	Mostly internal to agency	Server	1998	1998	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Contract Management	Application/database that supports managing contracts	Other	Mostly internal to agency	Server	2005		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Customers database	Contact information for all programs run by the former Office of Environmental Assistance	Other	Mostly internal to agency	PC	1999	2001	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: This is a mature system that is functioning well, but due to the merger between OEA and PCA will require some additional staff training.					
Delta - AQ	Application/database that supports AQ permitting, compliance & enforcement	Environmental protection	Mostly internal to agency	Server	1995	2002	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Delta - Core	Database that contains facility level information to support agency-wide permitting, compliance and enforcement. Business Value:  Technical Condition: 		Mostly internal to agency	Server	1996	1996	Maturity	0 - \$100k
Document Tracking	Application/database that tracks routing of documents such as due dates Business Value:  Technical Condition: 	Since this involves all sorts of documents, it could apply to all.	Mostly internal to agency	Server	2002		Maturity	0 - \$100k
eDMR	Web-based online submittal of wastewater facility monitoring reports Business Value:  Technical Condition: 	Environmental protection	Specific sub-group of customers or clients	Server	2006	2005	Emerging	0 - \$100k
Employee Change Notification System	Notification system to appropriate administrative and business staff about new hires, departures and internal moves Business Value:  Technical Condition: 	Business system/equip tracking by employee	Mostly internal to agency	Server	1997	2005	Needs upgrade	0 - \$100k
E-Policy Orchestrator	Commercial software used to publish PCA policies and track which staff have sign each policy Business Value:  Technical Condition: 	Performance mgmt	Mostly internal to agency	Server	2004		Maturity	0 - \$100k
Fees Post	System to invoice fees to permittees and waste generators and track payment Business Value:  Technical Condition: 	Licenses or permits	Specific sub-group of customers or clients	Server	2000	2002	Maturity	0 - \$100k
Household Hazardous Waste	HHW Reports Business Value:  Technical Condition: 	Environmental protection	Mostly internal to agency	Server			Maturity	0 - \$100k
HW Delta	Application/database that supports hazardous waste permitting, compliance and enforcement. Business Value:  Technical Condition: 	Environmental protection	Mostly internal to agency	Server	2000	2004	Maturity	0 - \$100k

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Hydrastra Application/Database	A flow based data storage sytem for large volumes of time series data. Business Value: Technical Condition:	Environmental protection	Mostly internal to agency	Server	2004	2004	Growth	0 - \$100k
Incident Management System	Application/database that tracks incidents such as spills, wastewater bypasses and complaints Business Value: Technical Condition:	Environmental protection	Mostly internal to agency	Server	2000		Decline	0 - \$100k
LivingGreenExpo (former OEA)	Database to manage exhibitors, speakers, etc. for the Living Green Expo Business Value: Technical Condition:	Environmental protection	Vendors or business partners	Server	2000	2003	Growth	0 - \$100k
Mlist	Customer Contact Information and Notification System (PCA list separate from former OEA) Business Value: Technical Condition:	Environmental protection	Mostly citizens at large	Server	Prior 1985		Decline	0 - \$100k
National Environmental Information Exchange Network (NEIEN) System	Web services system to enable data sharing with EPA, states and other trading partners Business Value: Technical Condition:	Environmental protection	Specific sub-group of customers or clients	Server	2006	2006	Emerging	0 - \$100k
NextStep Website Database (former OEA)	Repository of information used in the NextStep website. Business Value: Technical Condition:	Environmental protection	Mostly citizens at large	Server	2000	2005	Growth	0 - \$100k
Onbase Document Management System	Move agency to managing its records and workflow electronically Business Value: Technical Condition:	Environmental protection	Mostly internal to agency	Server	2005	2006	Emerging	0 - \$100k
Recognition/Awards	Application/database to nominate individuals/teams for awards and to track rankings and final results. Business Value: Technical Condition:	Other	Mostly internal to agency	Server	2005		Maturity	0 - \$100k

Agency IT Portfolio: Pollution Control Agency

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
SCORE	Solid Waste Generation & Financial Data	Environmental protection	Local government/Higher Ed/E-12 Ed	Server	1999	2003	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
SEEK Website Database (former OEA)	Repository of information used in the SEEK website.	Grants management	Specific sub-group of customers or clients	Server	1996	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
SRS Database	Application/database to manage superfund sites	Environmental protection	Mostly internal to agency	Server	1997	2002	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Very robust database that provides excellent service to regulatory programs within Superfund Section and the general public.					
STORET	Ambient water quality EPA data base	Environmental protection	Other state agencies or bodies	Server	Prior 1985	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Stormwater Field Inspection System	Application that enables inspection data collection onsite during site visit and electronic submittal to PCA legacy system	Environmental protection	Mostly internal to agency	Server	2005	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Stormwater Online (Web) Permit Application System	Application that enables online application for construction stormwater permits	Environmental protection	Businesses or professions	Server	2004	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Surf Control	Commercial software that filters URL's, logs interent activity and reports staff internet use	Other	Mostly internal to agency	Server	2001	2001	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
SW Delta	Application/database that supports solid waste permitting, compliance and enforcement.	Environmental protection	Mostly internal to agency	Server	1998	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Agency IT Portfolio: Pollution Control Agency

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
TACS – Training & Certification System	Application/database that supports management of PCA training courses & certification programs	Environmental protection	Mostly internal to agency	Server	2006	2006	Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments: Currently being developed; scheduled for release in September 2006					
TALES	Tanks, leaks and spills database	Environmental protection	Mostly internal to agency	Server	1987	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Currently working on conversion into CORE and several internal upgrades					
Time Tracking	Application/database to record time worked in various categories and on projects.	Other	Mostly internal to agency	Server	2004	2006	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Work Planning	Application/database to develop staff work plans and connect the work back to the PCA strategic plan	Accounting and budgeting	Mostly internal to agency	Server	2003	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
WQ Delta - Feedlots	Application/database that supports feedlot permitting, compliance and enforcement.	Environmental protection	Mostly internal to agency	Server	2000	2000	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
WQ Delta - ISTS	Application/database that supports ISTS training and licensing	Environmental protection	Mostly internal to agency	Server	1998	2002	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
WQ Delta - Stormwater	Application/database that supports stormwater permitting, compliance and enforcement.	Environmental protection	Mostly internal to agency	Server	1997	2004	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
WQ Delta - Wastewater	Application/database that supports wastewater facility permitting, compliance and enforcement.		Mostly internal to agency	Server	1997	2006	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

No Projects Registered

Agency IT Portfolio: Private Detective Board

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100				\$22	\$189		\$9,604					\$9,816
2005 Total:					\$22	\$189		\$9,604					\$9,816
2006	100	\$0	\$0	\$0	\$30	\$486	\$0	\$0	\$0	\$0	\$0		\$516
2006 Total:		\$0	\$0	\$0	\$30	\$486	\$0	\$0	\$0	\$0	\$0		\$516
Agency Total:		\$0	\$0	\$0	\$52	\$676	\$0	\$9,604	\$0	\$0	\$0		\$10,332

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: NA

B. Emerging business needs to be address with technology over the next 2-4 years:

Paperless board and committee meetings. Online applications.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Interactive applications.

C2. Constraints and impediments to success:

Cost will be a factor and the availability of time staff are able to dedicate to the project. Selecting a vendor will also be of major concern. We currently do not have the funds for an IT staff member.

C3. Platform, architectural or data concerns to be addressed:

Not sure at this time.

D. Major IT related strategies or initiatives over the next 2-4 years:

See B & C

E. Projects or applications with potential for benefiting other agencies:

Online verifications of licensees will benefit insurance companies and verification agencies.

F. How organized to manage project management and systems development:

The Health related boards cooperatively have hired an IT person who works with a designated person in the agency to resolve IT issues having to do with project management and systems.

G. Processes or services that could be performed by other agencies:

None

H. Potential conflicts with state information strategies, architecture and policy:

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171		\$233		\$6,326	\$4,977	\$1,710	\$19,309	\$274				\$32,828
2005 Total:			\$233		\$6,326	\$4,977	\$1,710	\$19,309	\$274				\$32,828
2006	171	\$206	\$0	\$0	\$4,434	\$5,445	\$0	\$127	\$213	\$0	\$0		\$10,425
2006 Total:		\$206	\$0	\$0	\$4,434	\$5,445	\$0	\$127	\$213	\$0	\$0		\$10,425
Agency Total:		\$206	\$233	\$0	\$10,760	\$10,422	\$1,710	\$19,435	\$486	\$0	\$0		\$43,252

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
GL Suite	Licensure/Complaint/Discipline/Compliance software	Licenses or permits	Businesses or professions	Server	2003	2005	Growth	0 - \$100k
Business Value:		Technical Condition:		Comments: Answers above were responded to by the Board of Psychology. The Board maintains a license to use the software.				

Project Portfolio

No Projects Registered

Strategic Information**A. Strategic IT Plan:** Updated: 2002**B. Emerging business needs to be address with technology over the next 2-4 years:**

- We must accurately track our cases and clients using methods that eliminate costly, inaccurate, and redundant data entry.
- As more discovery and disclosure material from prosecutors is provided in electronic form, we need a way to accept and keep track of documents, audio and video files, and photographs. The current ad-hoc system of using CDs and other removable media is chaotic and subject to misfiling, loss, and defective media.
- To handle cases efficiently, our lawyers need the ability to integrate court scheduling from multiple jurisdictions, probation data, arrest and conviction data, and bail and conditional release data.

C1. Major information or technology issues to be addressed over the next 2-4 years:

- We must transition away from our decade-old system of non-integrated FoxPro databases
- We must integrate a new Public Defender records management system (planned to be called Gideon) with MNCIS and multiple criminal justice agency records via CriMNet integrated search.

C2. Constraints and impediments to success:

Board administrative staff totals 7 people; our technology staff totals 5 people. We must add a project manager to our staff to develop and manage our technology projects at an industry-standard level.

C3. Platform, architectural or data concerns to be addressed:

Gideon must utilize web services technologies for real-time access to information gathered by our partners in the criminal justice system.

D. Major IT related strategies or initiatives over the next 2-4 years:

To integrate our systems with those of criminal justice system partners to further leverage the State's investment in CriMNet and in MNCIS.

E. Projects or applications with potential for benefiting other agencies:

No matter how fast and efficient MNCIS and CriMNet might make the courtroom, all work stops if the Public Defender isn't there. Integrated systems will help our agency operate at the same speed as our partners in the criminal justice system.

F. How organized to manage project management and systems development:

In the past we have hired contactors for project management; however, we've reached the point where putting a full time project manager on staff will allow us effectively to interface with OET and other state agencies and to provide project management and oversight, including:

- Risk assessment and management
- Best practices by Project Management Institute Standards
- Scope management
- Defining deliverables
- Cost and budget management
- Maintaining work schedule
- Quality management
- Resolving program conflicts and disputes
- Formal acceptance of program deliverables

G. Processes or services that could be performed by other agencies:

Currently, our FoxPro databases run on servers located in each judicial district. The function of these servers will be consolidated in a set of servers hosted by OET and possibly a mirror site. We've already begun this process by setting up OET-hosted servers for our Appellate office database.

H. Potential conflicts with state information strategies, architecture and policy:

There are no potential conflicts between our agency needs and plans and state information strategies, architecture and policy.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100		\$502		\$241,396	\$391,036	\$47,254	\$844,277	\$53,696				\$1,578,162
2005 Total:			\$502		\$241,396	\$391,036	\$47,254	\$844,277	\$53,696				\$1,578,162
2006	100	\$0	\$4,128	\$188,190	\$305,029	\$378,272	\$3,389	\$126,045	\$14,335	\$0	\$0		\$1,019,387
2006 Total:		\$0	\$4,128	\$188,190	\$305,029	\$378,272	\$3,389	\$126,045	\$14,335	\$0	\$0		\$1,019,387
Agency Total:		\$0	\$4,629	\$188,190	\$546,425	\$769,308	\$50,644	\$970,322	\$68,031	\$0	\$0		\$2,597,549

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Asset tracking	web-based equipment inventory tool Business Value:	Accounting and budgeting Technical Condition:	Mostly internal to agency	Server	2004	2004	Maturity	0 - \$100k
Attorney timekeeper	web-based time recording tool Business Value:	Criminal justice administration Technical Condition:	Mostly internal to agency	Server	2001	2001	Maturity	0 - \$100k Comments: timekeeping needs to be wrapped into new case/cleint management tool
Law Office Database/Central Office Database	FoxPro-based case and client management, with web interface and web-based statistics reporting tool Business Value:	Criminal justice administration Technical Condition:	Mostly internal to agency	Server	1998	2000	Decline	0 - \$100k
Trial Team Stats	Workload tracker for statewide trial team Business Value:	Criminal justice administration Technical Condition:	Mostly internal to agency	Server	2006	2006	Growth	0 - \$100k

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2002**B. Emerging business needs to be address with technology over the next 2-4 years:**

1. Significant escalation of need for automated business processes. Integration of access to data for cross business use.
2. Enhanced Biometric Identification. Ability to capture different types of fingerprints (two print, slap print etc.), as well as palm and side of palm prints for faster, more reliable identification and crime solving (latent processing).
3. Central, statewide service that would link records in state and local case management and records systems to people and events and could accurately biometrically match an individual with events to provide criminal justice professionals a more complete picture.
4. The Identity Access Management (IAM) project will implement user to system and system to system security protocols. It will allow the secure exchange of information between criminal justice entities and eliminate existing vulnerability to the integration of state and local systems.
5. BCA managed mission critical criminal justice information systems and statewide integration infrastructure will have business continuity.
6. Provide a unified audit trail repository and service for all Criminal Justice Information System (CJIS) applications to be used by the BCA for audit and investigative purposes. Possibly support this service for select local criminal justice applications.
7. Increase from 57 to 87 the number of counties who have the technology to capture arrest photographs and provide them to the Minnesota Repository of Arrest Photos (MRAP). This would result in purchasing the proper equipment for local agencies to capture digital images.
8. To provide a decision framework, in the context of the business strategy, for the use of technology in the enterprise. The architecture is responsible for defining how technology will be used to support the business strategy and benefit the business.
9. Migration from a silo applications stack to a definition of services and implementation of a more Service Oriented Architecture (SOA)
10. Provide a service to allow law enforcement and prosecution agencies at both the city and county level to electronically prepare and transmit charging documents with the courts.
11. Provide a more unified, comprehensive view of criminal justice information/data for criminal justice partners.

C1. Major information or technology issues to be addressed over the next 2-4 years:

1. Increased need for mobile access to data.
2. Securing applications and data as appropriate.
3. Provide an integrated unified test environment for all CJIS developed and managed applications.
4. Upgrade and replace the present Automated Fingerprint Identification Service (AFIS) to address expanded technology capabilities and anticipated additional legislative and functional work requirements.
5. Livescan Upgrade project is to procure replacements and upgrades for the 119 existing LiveScans that are becoming obsolete.
6. Provide a more integrated approach to sharing information available through the BCA Criminal Justice Data Network (CJDN).

C2. Constraints and impediments to success:

1. Staffing level available for tasks.
2. Staying current with skills.
3. Funding, time and resources.
4. The state human relations policies for IT classes seem to inhibit recruitment and retention in filling critical positions

C3. Platform, architectural or data concerns to be addressed:

1. Development of consistent data field standards.

E. Projects or applications with potential for benefiting other agencies:

1. Grants management application.
2. Audit Trail Service
3. SOA Design Patterns

F. How organized to manage project management and systems development:

Using an IT governance process, business cases are developed and submitted to a technical/business team which makes priority recommendations to the governing body (Executive Team). Priorities are established and Project Managers assigned. Systems are then developed using a Systems Development Methodology with a centralized project management team consisting of mainly PMP certified project managers and analysts.

G. Processes or services that could be performed by other agencies:

1. Telephone support – We use OET service but still are supporting some components.
2. Economical shared SAN storage.
3. GIS Services

H. Potential conflicts with state information strategies, architecture and policy:

Have questions about ability of statewide offered services to be delivered at lower cost and improved performance.

Strategic Information

2. Redefinition and replacement of Computerized Criminal History (CCH) and ability to provide role and event based views of enhanced criminal justice data.

D. Major IT related strategies or initiatives over the next 2-4 years:

1. Refine IT governance process.
2. Secure additional storage capacity.
3. Develop data naming standards.
4. Implement Service Oriented Architecture
5. Enterprise Architecture identification
6. Business Continuity and Disaster Recovery
7. ITIL

















IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	3,832,336	\$2,252,368	\$1,978,354	\$2,173,407	\$3,562,592	\$733,735	\$1,439,301	\$252,044				\$16,224,136
2005	173	\$2,583	\$540		\$474	\$193,284	\$1,058	\$19,890			\$180		\$218,009
2005	200	\$430,647	\$277,458	\$34,073	\$357,641	\$59,652	\$162,296	\$152,454	\$79,359				\$1,553,580
2005	270	2,678,558	\$76,333	\$34,590	\$1,611,260	\$734,012	\$493,928	\$818,155	\$237,014				\$6,683,851
2005	280	\$575,991	\$27,144		\$1,310,692	\$72,291	\$202,872	\$134,164	\$2,819				\$2,325,974
2005	300	\$845,190	\$93,620	\$1,357,305	\$855,998	\$248,066	\$610,140	\$1,495,601	\$13,219				\$5,519,139
2005 Total:		\$8,365,304	\$2,727,464	\$3,404,321	\$6,309,472	\$4,869,898	\$2,204,029	\$4,059,565	\$584,455		\$180		\$32,524,689
2006	100	4,529,941	\$1,395,097	\$1,945,562	\$1,315,498	\$3,535,310	\$218,148	\$436,318	\$93,795	\$0	\$0		\$13,469,669
2006	173	\$2,830	\$11,255	\$0	\$156,272	\$176,190	\$5,633	\$2,471	\$13,419	\$0	\$0		\$368,070
2006	200	1,311,431	\$172,616	\$175,080	\$2,641,057	\$429,633	\$247,029	\$230,421	\$240,690	\$0	\$0		\$5,447,957
2006	270	2,465,833	\$32,327	\$0	\$328,390	\$563,618	\$79,853	\$40,423	\$13,747	\$0	\$0		\$3,524,191
2006	280	\$4,683	\$0	\$0	\$10,011	\$0	\$271	\$11,564	\$0	\$0	\$0		\$26,529
2006	300	\$226,113	\$198,451	\$2,505,942	\$806,599	\$250,927	\$466,131	\$798,062	\$94,653	\$0	\$0		\$5,346,877
2006 Total:		\$8,540,831	\$1,809,745	\$4,626,585	\$5,257,828	\$4,955,678	\$1,017,063	\$1,519,259	\$456,303	\$0	\$0		\$28,183,292
Agency Total:		16,906,136	\$4,537,209	\$8,030,906	\$11,567,299	\$9,825,576	\$3,221,092	\$5,578,824	\$1,040,758	\$0	\$180		\$60,707,981

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Accident Reconstruction	Allows Troopers to reconstruct accidents using technology	Law enforcement	Mostly internal to agency	PC	2000	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Arson Suspect Pointer System	Database of arson suspects.	Other	Mostly internal to agency	PC	1998	1998	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
ASPECT Telephone System	Processes all phone calls from the public for Customer Services and DEV.	Licenses or permits	Mostly citizens at large	Other	1990	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
ASPEN	Report Commercial Vehicle and Driver Inspections to the Federal Government	Law enforcement	Mostly internal to agency	PC	1996	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Audit Trail Service	Central repository service of audit trail data from BCA systems.	Appropriate use-CJ systems	Mostly internal to agency	Server	2006	2006	Emerging	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: This service is still in development so the business value is only a guess at this point.					
Automated Field Reporting	Will allow Troopers to complete law enforcement reports electronically	Law enforcement	Mostly internal to agency	PC	2006	2006	Emerging	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Automated Fingerprint Identification System (AFIS)	Cornerstone technology for booking, background check and criminal history identification.	Law enforcement	Local government/Higher Ed/E-12 Ed	Server	1990	1990	Non-Support	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Authorized by the 2005 legislature for replacement. Should be done by 2nd Q 2007.					
Background History/Electronic Fingerprints	Integrated system to provide background history checks and fingerprint checks to clients	Other	Other	Server	2000	2000	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Burn Injury Reporting System	Database of burn injuries reported to SFM under MS 626.522	Other	Mostly internal to agency	PC	1998	1998	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Central Employee Resource System (CER)	Web based system developed internally to manage sensitive items, facility management functions such as parking, key cards, vehicles, metropass programs, and the Continuity of Operations planning.	Other	Mostly internal to agency	Server	2004	2004	Growth	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: The system seems to have a good foundation, however, many improvements are needed.					
Claims Assistant	Manages reparations claims	Benefits determination	Mostly citizens at large	Server	2004	2005	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
Computer Aided Dispatch (CAD)	Computer system that manages 911 incidents from occurrence to clearing the scene.	Law enforcement	Mostly internal to agency	PC	2001	2006	Maturity	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments:					
Computerized Criminal History (CCH)	The State's central repository of criminal arrest and disposition data	Criminal justice administration	Multiple-CJ. Citizens, BCA	Server	1990	2000	Decline	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments: CCH is used for background checks, charging & sentencing decisions, housing, employment decisions.					
Critical Incident Mgmt Software	Operations of the State Emergency Operation Center	Other	Other state agencies or bodies	Server	2006	2006	Emerging	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: System installation tentatively for 9/2006					
Document Management	Record management for scanning and retrieval of documents	Document Management	Mostly internal to agency	Server	2006	2006	Emerging	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments:					
DVS Bad Checks	DBC	Accounting and budgeting	Mostly internal to agency	Other	2005	2006	Emerging	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					
DVS Disability certificate	Maintains disability parking certificate information.	Register individuals or businesses	Mostly citizens at large	Server	2001	2001	Maturity	0 - \$100k
	Business Value: 	Technical Condition: 	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost	
DWI Booking	allows law enforcement to file implied consent reports electronically Business Value: 	Law enforcement	Other state agencies or bodies Technical Condition: 		Web based	2003	2006	Growth	\$500k - \$1 million
EPCRA Chemical Data Mgmt System	Collection of chemical storage and release data Business Value: 	Environmental protection	Constituent groups Technical Condition: 		Server	2006	2006	Growth	0 - \$100k
Escrow Accounting	Support Services Business Value: 	Accounting and budgeting	Mostly citizens at large Technical Condition: 		Web based	2001	2001	Maturity	0 - \$100k
E-Support Collections	Items 14, 16, 17, 19, 21, 22, 23, 24, 26 Business Value: 	Licenses or permits	Vendors or business partners Technical Condition: 		Server	2002	2006	Growth	greater than \$1 million
E-Support Info	Provides internal and business partner access to and public DVS applications: items 18, 20, 25 Business Value: 	Information and access	Vendors or business partners Technical Condition: 		Server	2002	2006	Growth	greater than \$1 million
Fire Incident Reporting Systems (NFIRS)	Database of all fire incidents reported to SFM. Business Value: 	Other	Mostly internal to agency Technical Condition: 		Server	1988	2002	Maturity	0 - \$100k
Fire Marshal Suite	Inspection, Investigation, Sprinkler Permit / Plan Review, Fireworks Applications Business Value: 	Other	Mostly internal to agency Technical Condition: 		Server	2004	2006	Growth	0 - \$100k
Fireworks Injury Reporting System	Database of fireworks injuries reported to SFM Business Value: 	Other	Mostly internal to agency Technical Condition: 		PC	Prior 1985	1998	Maturity	0 - \$100k
Fixed Asset Inventory System (FAIS)	Old DOF Access database used to track fixed & capital assets. Business Value: 	Accounting and budgeting	Mostly internal to agency Technical Condition: 		PC	1995	1995	Decline	0 - \$100k
			Comments: This system is not web based, is difficult to deploy and maintain.						

















Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Fleet Management Program	Manage operations and maintenance of the State Patrol fleet of vehicles Business Value:  Technical Condition: 	Fleet Management	Mostly internal to agency	PC	1992	2006	Decline	0 - \$100k
	Comments: Due to be replaced by M5 (Fleet Focus)							
Forfeiture	Assists in managing property seized under the forfeiture process. Business Value:  Technical Condition: 	Law enforcement	Mostly internal to agency	Server	2005	2006	Maturity	0 - \$100k
	Comments:							
GIS Mapping	ESRI GIS Database System Business Value:  Technical Condition: 	Other	Mostly internal to agency	PC	1998	2006	Growth	0 - \$100k
	Comments:							
HEAT	Trouble ticket system used to track problems reported to the PC/Network/E-mail help desk Business Value:  Technical Condition: 	Other	Mostly internal to agency	Server	1995	1995	Decline	0 - \$100k
	Comments:							
HR Class Registration System/POST Tracking	Manages HR Training program and tracks POST credits for licensed peace officers. Business Value:  Technical Condition: 	Other	Mostly internal to agency	Server	2001	2006	Growth	0 - \$100k
	Comments:							
HSEM Training Registration System	Tracks classes and training history. Business Value:  Technical Condition: 	Other	Constituent groups	Server	2005	2006	Growth	0 - \$100k
	Comments:							
IFTA	Maintains fuel tax information for interstate carriers so that taxes are collected and distributed to states. Business Value:  Technical Condition: 	Taxation	Mostly citizens at large	Server	2006	2006	Emerging	0 - \$100k
	Comments:							
Integrated Processing System	System that includes title printing and the automation of the mail registration unit. Business Value:  Technical Condition: 	Vehicle registration	Mostly citizens at large	PC	2004	2004	Maturity	0 - \$100k
	Comments:							
Integrated Search Services (ISS)	Criminal Justice access and view of 5 application data sources (LEMS, CWS, S3, MRAP & POR) Business Value:  Technical Condition: 	Law enforcement	Local government/Higher Ed/E-12 Ed	Server	2003	2003	Decline	\$100k - \$500k
	Comments:							

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
IRP Processing System	Computes Minnesota and other states registration fees for Motor Carrier industry	Taxation	Mostly citizens at large	Server	2004	2004	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
IS2	Integrated systems	Other	Other	Server	2000	2000	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Law Enforcement Message Switch (LEMS)	The primary gateway for CJ to query federal and state CJ databases.	Law enforcement	CJ Professionals	Server	2004	2004	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Impact of Failure could be an officer safety issue.					
Law Enforcement Records Management System	Allows State Patrol to manage a case electronically from creation to closure.	Law enforcement	Mostly internal to agency	PC	2006	2006	Emerging	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: Also allows users to access and share information electronically					
Mandatory Inspection Program (MIP)	Manages Commercial Vehicle Safety Decals and certified inspectors	Law enforcement	Mostly internal to agency	PC	2000	2006	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: New requirements recently developed that will require the application to be rewritten.					
Media Web	Allows State Patrol to post public data involving traffic crashes to the media		Mostly internal to agency	Server	2006	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Reduces media calls into our 911 dispatch centers					
Minnesota Hot Files	State repository of arrest warrants, stolen property, orders for protection, POR, KOPS	Law enforcement	CJ Professionals	Server	2001	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Impact of Failure could be an officer safety issue.					
Minnesota Repository of Arrest Photos (MRAP)	Legislatively mandated central repository of arrest photos from participating booking facilities	Law enforcement	Local government/Higher Ed/E-12 Ed	Server	2001	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: This is vendor product (Dynamic Imaging), customized for use in Minnesota.					
Mobile Data Computer System	Allows users to access and submit law enforcement from the patrol vehicle	Law enforcement	Mostly internal to agency	PC	2001	2006	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
MSP Personnel System	Manage personnel information to meet the agencies needs Business Value:  Technical Condition: 	Personnel related activity	Mostly internal to agency	PC	1990	2000	Maturity	0 - \$100k
	Comments: We do not have access to the state system to manage our internal needs.							
National Emergency Mgmt System	NEMIS Business Value:  Technical Condition: 	Other	Local government/Higher Ed/E-12 Ed	Mainframe	2000	2000	Growth	0 - \$100k
	Comments: FEMA Application, Obligation System and Tracking							
Online renewal	web based license renewal Business Value:  Technical Condition: 	Licenses or permits	Constituent groups	Server	2006	2006	Growth	0 - \$100k
	Comments:							
OPS System	Pipeline Inspection SQL Database System Business Value:  Technical Condition: 	Other	Mostly internal to agency	Server	2002	2006	Growth	0 - \$100k
	Comments:							
Permit Tracking System (PTS)	Legislatively mandated system to facilitate the issuance and status of handgun permits to carry Business Value:  Technical Condition: 	Law enforcement	Local government/Higher Ed/E-12 Ed	Server	2003	2005	Growth	0 - \$100k
	Comments:							
Portal 100	User GUI to access LEMS Business Value:  Technical Condition: 	Law enforcement	Local government/Higher Ed/E-12 Ed	Server	2004	2004	Maturity	\$100k - \$500k
	Comments: Web user front end for CJ professionals to query federal and state databases through LEMS.							
Predatory Offender Registration System	Registry of statute identified predatory offenders Business Value:  Technical Condition: 	Law enforcement	Other state agencies or bodies	Server	2001	2005	Maturity	0 - \$100k
	Comments: Used by BCA staff for compliance checking and by local law enforcement.							
Prorate Systems	Maintains Data for operation of the Prorate Program area. Includes: permits, audit, warrants, acct/receivable/payable, refunds, time book, MCDP, enforcement list, point of sale. Business Value:  Technical Condition: 	Licenses or permits	Mostly citizens at large	Server	1988	2000	Decline	0 - \$100k
	Comments:							

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
PSW Inventory System	MS Access database developed by contractor to manage DPS Inventories stored at the Public Safety Warehouse		Mostly internal to agency	PC	1998	1998	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: This system is not web-based and functionality does not include online user ordering. Currently, we are not collecting pertinent data that would allow our agency to compile accurate reports for analysis/forecasting purposes.					
PSW Records System	SQL database developed by contractor to manage DPS retention schedules as well as the storage and disposal of agency records stored at the Public Safety Warehouse.	Other	Mostly internal to agency	PC	1995	1995	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: This system is not web-based and functionality does not include the ability for the divisions to access the system at all. A web based, interactive system that would allow division retention managers & partners to inquire on information related to storage, disposal, and retention schedule is needed. Also, the functionality to process retention schedule change requests electronically is desired.					
Public CCH on the Internet	Legislatively mandated system for citizen access to public criminal history.	Citizen information	Mostly citizens at large	Server	2005	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: 0					
State Patrol Activity Information System (SPAIS)	Manages enforcement, time and activity statistics for the State Patrol	Law enforcement	Mostly internal to agency	Server	2005	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
TRIP DL,MV, Disability Cert	Maintains driver's names and addresses;Maintains vehicle registration information;Maintains information concerning the issuance of Disability Parking Certificates.	Licenses or permits	Mostly internal to agency	Mainframe	1985	1985	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
TRIPAccident Records- Now Crash Records Web	Maintains detailed information about accidents taken from individual accidents taken from individual accident reports, law enforcement reports, insurance reports, hospital reports and others. Stores accident records files electronically	Other	Other state agencies or bodies	Other	2003	2006	Growth	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Web Enabled Grants Operations	WEGO	Grants management	Local government/Higher Ed/E-12 Ed	Server	2005	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
WEGO	Web-based grants mgmt system	Grants management	Constituent groups	Server	2004	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
Dakota SOA	7/7/2006	3/30/2007	Shared Services	Information System	Customer Satisfaction	Other	Strategic
Grants Management	4/4/2005	6/30/2008	Shared Services	Business Process	Customer Satisfaction	New Application	Strategic
Methamphetamine Offender Registry	7/26/2006	1/15/2007	Unknown	Information System	Other	New Application	Other
NEIS Project	7/3/2006	6/29/2007	Shared Services	Information System	Customer Satisfaction	New Application	Strategic
SAN Replacement	12/6/2006	6/30/2007	Enterprise	Infrastructure	Unknown	Infrastructure	Mitigation of Operational Risk

IT Budget Initiative

Initiative: ARMER System Implement & Upgrade

(Costs represent a net cost to the 911 fund for a variety of changes related to ARMER, including system development and operations; this total reflects increased expenditures offset by increased fee revenues.)

FY2008-09: \$15,085,000 FY2010-11: \$3,516,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific Non-General Fund Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	<input type="text"/>
2. How critical is this initiative to meeting the agency's operational and/or business needs?	<input type="text"/>
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	<input type="text"/>
4. Are the cost estimates for this project reasonable?	<input type="text"/>
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	<input type="text"/>
6. Can this initiative be combined with another proposed initiative?	<input type="text"/>
7. Will the results of this initiative be shareable with other agencies?	<input type="text"/>

IT Budget Initiative

Initiative: ARMER System Implement & Upgrade

Evaluation

8. How adaptable is this initiative to address future needs?

9. What is the magnitude of the positive outcomes expected of this initiative?

Overall Comments:

IT Budget Initiative

Initiative: CriMNet Justice Information Integration

Begin implementation of core information integration priorities to link and consolidate information to support better decision making at key events in the criminal justice system. Key initiatives include a statewide Name Event Index Service, an electronic charging system, a consolidated view around a subject or event, laying a foundation for single sign -on and beginning conversion of single sign-on for BCA systems, replace existing livescan units, develop updated criminal justice reporting system that meets FBI requirements.

FY2008-09: \$15,539,000 FY2010-11: \$4,064,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: None

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Yes.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Critical.
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Yes.
4. Are the cost estimates for this project reasonable?	Yes.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Unique to Criminal Justice requirements.
6. Can this initiative be combined with another proposed initiative?	Initiative represents several CriMNet initiatives.

IT Budget Initiative

Initiative: CriMNet Justice Information Integration

Evaluation

7. Will the results of this initiative be shareable with other agencies?

Yes.

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

CriMNet initiatives are high priority and program strategic.

Overall Comments:

Program has high level of confidence in the estimates. Most, if not all, of the CriMNet initiatives are high priority and program strategic. Although there is a very large scope of effort associated with all the CriMNet initiatives taken together it is felt by CriMNet program management that the effort could be managed appropriately (this could still be a major risk). CriMNet has strong program/project management best practices including strong governance, requirements gathering, prioritization and review processes in place along with good related skills. Several of the initiatives need to be coordinated with other enterprise related efforts such as security, data practices, small agency upgrade, document management, authentication, e-governance, web development tools, etc.

IT Budget Initiative

Initiative: IT Security & Disaster Recovery

This initiative will enable DPS to secure one-time funding and establish base funding for agency-wide data security and disaster recovery in order to assure continuous availability in the event a disaster disrupts operations.

FY2008-09: \$6,008,000 FY2010-11: \$4,324,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific General Fund Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Initiative addresses security, the highest priority for the enterprise.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Critical. Will ensure planning for disaster recovery and continuity of operations for public safety information systems and infrastructure.
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Funding will allow agency to ensure capacity is in place to implement the initiative.
4. Are the cost estimates for this project reasonable?	Cost estimates should be coordinated with Enterprise Security.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Will use the state's disaster recovery plan software to store and update the agency's plan.
6. Can this initiative be combined with another proposed initiative?	Initiative will coordinate this effort with Enterprise Security program.
7. Will the results of this initiative be shareable with other agencies?	Agency experience in disaster recovery planning and plan testing can be shared with other agencies.

IT Budget Initiative

Initiative: IT Security & Disaster Recovery

Evaluation

8. How adaptable is this initiative to address future needs?

Adaptable. Will provide for continued testing, updating and maintenance of disaster recovery plan.

9. What is the magnitude of the positive outcomes expected of this initiative?

Outcomes are positive.

Overall Comments:

There have been multiple assessments, audits and recommendations on what needs to happen at DPS for security. DPS has to move forward to address disaster recovery for the department. Coordinate with Enterprise Security.

Strategic InformationA. Strategic IT Plan: Updated: 2002**B. Emerging business needs to be address with technology over the next 2-4 years:**

- 1) Manage 2000+ annual filings by electric, natural gas and telephone companies that continue to grow in number and complexity.
- 2) Manage 1700 annual consumer complaints
- 3) Achieve greater transparency regarding Commission information and activities for stakeholders
- 4) Improve speed of access while insuring security

C1. Major information or technology issues to be addressed over the next 2-4 years:

- 1) More fully utilize and further enhance the functionality of the newly implemented electronic filing system. (This is a joint project with the Dept. of Commerce).
- 2) Refine and expand the use of database applications for agency processes.
- 3) Enhance agency employees' ability to utilize e-filing and database resources
- 4) Make the Commission's web page more interactive and user-friendly.
- 5) Develop electronic means of allowing stakeholder electronic access to Commission meetings

C2. Constraints and impediments to success:

- 1) IT staff time
- 2) IT Funding

C3. Platform, architectural or data concerns to be addressed:

Internet access to a VPN configuration for staff and monitoring of access. Secure access for shareholders and joint-agency projects to associated data.

D. Major IT related strategies or initiatives over the next 2-4 years:

- 1) Continuing work with the Department of Commerce to enhance the functionality of the new electronic filing system and related applications.
- 2) Refining the use of FileMaker in current uses (e.g., service lists, dockets, agendas) and expanding its use to additional areas where warranted.
- 3) Evaluating and implementing hardware and software solutions to enhance agency employees' ability to manage information electronically. For example, larger and/or multiple monitors, upgrade PDF software.
- 4) Update web page to place most used resources on the surface and achieve fuller integration with e-filing resource.
- 5) Evaluating the feasibility of web-casting Commission meetings and other Commission-related hearings. Audio web-casting is feasible now, video web-casting will require greater commitment to resources; both equipment and personnel.

E. Projects or applications with potential for benefiting other agencies:

- 1) The joint electronic filing project is among the first of its kind in Minnesota state government and was specifically designed to be replicated by other agencies.
- 2) Service List access can be made securely by other agencies and has the potential of expansion to public access by those with vested interests.

F. How organized to manage project management and systems development:

The Commission is small agency (37 staff) with very large information management needs. We have one IT person who is responsible for day-to-day system operations as well as technical evaluation of agency needs and strategic information planning. The Executive Secretary has a managerial role in evaluation IT issues. The Commission works jointly with the Department of Commerce, which is the official record-keeper of the Commission. This shared services arrangement has worked well. However, IT staff time and funding have been constraints affecting the ability of the agency to accomplish objectives, improve upon existing processes and to develop new approaches to better data use, retrieval and reporting both internally and externally to other stakeholders..

G. Processes or services that could be performed by other agencies:

- Official Document Management, already managed by Commerce
- Telephony VoIP / CCM, already supported by OET
- EMAIL to OET?
- Web site to OET?

Official document management is already handled by Commerce, and has the potential to incorporate internal document management as well. Our VoIP CCM is systematically managed by OET at this time.

Our email system could be managed externally by another entity, and would alleviate some time-intensive IT functions. OET could be the manager of email and all firewall / WAN access, also minimizing other time-intensive IT functions.

Our need to update our public presence through our web site could be improved with an external webmaster liaison which could improve web technologies could be implemented allowing dynamic access to forms submissions for the public and real-time statistical data for our employees.

H. Potential conflicts with state information strategies, architecture and policy:

The Commission is required to be an impartial entity. Any collaboration of its services or data with another agency or directive needs to be fully evaluated.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$86,378	\$1,529	\$13,128	\$22,328	\$1,041	\$24,062	\$22,797	\$6,350				\$177,613
2005 Total:		\$86,378	\$1,529	\$13,128	\$22,328	\$1,041	\$24,062	\$22,797	\$6,350				\$177,613
2006	100	\$89,412	\$0	\$0	\$13,785	\$3,998	\$9,703	\$3,380	\$4,668	\$0	\$0		\$124,947
2006	200	\$3,452	\$0	\$0	\$0	\$52	\$0	\$0	\$0	\$0	\$0		\$3,504
2006 Total:		\$92,865	\$0	\$0	\$13,785	\$4,050	\$9,703	\$3,380	\$4,668	\$0	\$0		\$128,451
Agency Total:		\$179,243	\$1,529	\$13,128	\$36,114	\$5,091	\$33,765	\$26,177	\$11,018	\$0	\$0		\$306,065

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
CAO Call Tracking System	Dynamic database used to securely track public inquiry and complaints against Utility Companies	Legislation and policy	Mostly internal to agency	Server	1997	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: Data migrated from Access 97 database when data structure expansion was required					
Docketing Service Lists	as defined by http://www.revisor.leg.state.mn.us/arule/7829/0700.html	Legislation and policy	Specific sub-group of customers or clients	Server	1997	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: data migrated from Paradox for DOS when desktop platform upgraded					

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2002

B. Emerging business needs to be address with technology over the next 2-4 years:

The ability to interface commission offices at two or more locations.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Declining databases that need to be updated. Server/network will not support multiple locations.

C2. Constraints and impediments to success:

Inadequate technical support and funding for IT initiatives and maintenance for small agencies.

C3. Platform, architectural or data concerns to be addressed:

D. Major IT related strategies or initiatives over the next 2-4 years:

Updating and integrating of existing systems. Interface between existing and new racetrack. Ability to interface with DPS regarding licensing records.

E. Projects or applications with potential for benefiting other agencies:

Update of licensing database.

F. How organized to manage project management and systems development:

Small agency with no dedicated IT personnel on staff. Executive Director and staff work with contract IT staff to manage IT responsibilities.

G. Processes or services that could be performed by other agencies:

None.

H. Potential conflicts with state information strategies, architecture and policy:

Regulation of pari-mutuel horse racing and wagering is unique. Regulatory duties and responsibilities, including licensing are quite different from even other agencies involved with gaming issues.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	200		\$4,129	\$3,000	\$9,312	\$3,291	\$1,392	\$17,796	\$1,884				\$40,804
	2005 Total:		\$4,129	\$3,000	\$9,312	\$3,291	\$1,392	\$17,796	\$1,884				\$40,804
2006	200	\$0	\$125	\$6,980	\$2,703	\$3,792	\$939	\$4,558	\$0	\$0	\$0		\$19,097
	2006 Total:	\$0	\$125	\$6,980	\$2,703	\$3,792	\$939	\$4,558	\$0	\$0	\$0		\$19,097
	Agency Total:	\$0	\$4,254	\$9,980	\$12,014	\$7,083	\$2,331	\$22,355	\$1,884	\$0	\$0		\$59,900

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Breeders' Fund Database	Registration of MN-breds, calculation and payment of awards	Other	Specific sub-group of customers or clients	Server	2000	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Licensing Database	Licensing, badging, and storing of licensing data	Licenses or permits	Specific sub-group of customers or clients	Server	1992	1999	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Pari-mutuel Auditing Database	Auditing of pari-mutuel wagering	Other	Specific sub-group of customers or clients	PC	1995	1995	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Veterinary Regulatory Database	Regulation of veterinary aspects of horse racing	Other	Specific sub-group of customers or clients	PC	2002	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

No Projects Registered

IT Budget Initiative

Initiative: Technology Upgrade

Upgrade and redesign of aging regulatory databases. To receive authority to spend \$295,000 in FY2008 and \$64,000 in FY2009 from agency receipts in the Special Revenue fund, the Commission will work with OET to design an effective work plan. (Agency identified in OET Small Agency Technology initiative.)

FY2008-09: \$359,000 FY2010-11: \$128,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Small Agency Technology Initiative

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Enterprise supports life-cycle planning and replacement
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Critical.
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Agency will secure project management and business analyst resources as part of the initiative.
4. Are the cost estimates for this project reasonable?	Yes.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Unique because MN does more detailed pari-mutuel auditing than other states.
6. Can this initiative be combined with another proposed initiative?	Unique needs.

IT Budget Initiative

Initiative: Technology Upgrade

Evaluation

7. Will the results of this initiative be shareable with other agencies?

At one time, other states used the licensing database.

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Needed for second track opening.

Overall Comments:

Timing of new race track (next Spring) means databases need to be shared by both tracks. Funding needs to be appropriated for spending authority. Originally identified needs in SIRMP in 2004. Also, Legislative Auditor recommended tech upgrades, including upgrading the licensing system. Need help in determining their needs and how to solve problems from a technical standpoint. Use contractors to supplement staff who are not dedicated to IT. Would welcome assistance from OET to assess their needs and help them decide what they need. Recommend that they continue to work with OET to monitor project progress.

Strategic Information

A. Strategic IT Plan: Updated: 2006

B. Emerging business needs to be address with technology over the next 2-4 years:

Replace obsolete computer systems with a more holistic system that consolidates functions common to all tax systems and better integrates data from all systems. This will also lessen the risk of obsolete systems failing and reduce the high costs of maintaining fragmented systems.

Develop more robust data warehouses and acquire more sophisticated analytical tools to improve the selection of audits, better detect non-filers and to make more informed decisions.

Develop cost-saving electronic systems to replace high-cost paper processes. This also results in increasing the speed, accuracy, convenience and ease of transactions for taxpayers.

Create web-based self-service systems to enable taxpayers to get the information they need to file and pay their taxes, monitor the status of their refund or payment, make corrections to their records and view their filing and payment history.

Develop more aggressive retention strategies to retain current employees and to become more competitive in attracting new employees in an ever shrinking and highly-competitive job market.

C1. Major information or technology issues to be addressed over the next 2-4 years:

The DOR's need for an Integrated Tax system.

Electronic Filing & Paying.

Data Warehouse – Data Mining.

Collaboration and Content Management consolidation.

Intranet.

Securing data on mobile devices.

Balancing data accessibility with data security.

Defining, refining, planning and implementing utility and shared services with OET and the Drive to Excellence.

C2. Constraints and impediments to success:

We do not have the financial resources to build an integrated tax system.

We do not have the personnel, funds, time and skills needed to custom build a replacement for our existing systems.

The details of the Office of Enterprise Technologies future direction are still being formulated so we may need to make adjustments to align our resources to support their direction.

C3. Platform, architectural or data concerns to be addressed:

We are currently in the process of moving from AIX to Windows.

Moving our legacy systems off the mainframe and other platforms onto more current technologies.

We may need to explore the use of SQL Server as a database for an Integrated Tax system.

We expect to be spending more financial and personnel resources on security and protecting our data.

We continue to explore storage, backup and recovery alternatives.

Collaboration and Content Management application consolidation.

D. Major IT related strategies or initiatives over the next 2-4 years:

Move to Integration of all revenue systems and tax applications.

E. Projects or applications with potential for benefiting other agencies:

Data and Document Capture and Processing (part of Integrated Tax)

Remittance Processing

Collections (part of Integrated Tax)

Data Warehousing (part of Integrated Tax)

Taxpayer Access (part of Integrated Tax)

F. How organized to manage project management and systems development:

Under the direction of the CIO, The Business System Planning team is charged with strategic planning to align technologies and systems with the agencies business needs. We have a formalized process through which the DOR decides on the priority of projects, staffing, investment, tracking, management and reporting for each IT effort.

G. Processes or services that could be performed by other agencies:

Server support – in process

Network support – in process

Data Center operations – in process

Server software licensing – in process

Storage, backup and recovery – in process

Email and Calendaring

Professional/Technical contracting

H. Potential conflicts with state information strategies, architecture and policy:

This is hard to answer until we know the final details and standards that support the Office of Enterprise Technology's direction have been determined.

Centrally set direction may emphasize priorities (e.g. cost) over business requirements

Strategic Information

Ensure that we protect data and department systems from compromise, disclosure or loss of integrity.
 Expand the use of web-based services that meet customer needs and expectations. (Electronic filing & paying).
 Invest in supportive technologies for our workforce.
 Work in partnership with government, nonprofits and the private sector (Data Center to OET).
 Provide advanced information management tools (Data Warehousing and Data Mining)

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	9,001,438	\$367,861	\$2,890,326	\$4,730,792	\$559,981	\$672,252	\$3,016,413	\$1,241,378				\$22,480,441
2005	190	\$75,250	\$1,756		\$635		\$5,410	\$102,276					\$185,327
2005	200	\$545,486		\$43,155		\$161,421							\$750,062
2005	280	\$157,331		\$205,046	\$9,432	\$9,075	\$3,450	\$186,925					\$571,259
2005	330				\$103			\$9,629					\$9,732
2005 Total:		\$9,779,506	\$369,617	\$3,138,527	\$4,740,962	\$730,478	\$681,112	\$3,315,243	\$1,241,378				\$23,996,822
2006	100	8,935,898	\$72,070	\$2,584,371	\$2,283,108	\$422,642	\$247,178	\$762,829	\$1,327,459	\$0	\$0		\$16,635,554
2006	190	\$78,951	\$83	\$0	\$394	\$0	\$1,425	\$1,568	\$0	\$0	\$0		\$82,420
2006	200	\$542,559	\$0	\$218,548	\$24,000	\$210,427	\$179	\$10,985	\$0	\$0	\$0		\$1,006,697
2006	280	\$162,664	\$103	\$154,245	\$48,539	\$7,821	\$5,294	\$75,204	\$1,390	\$0	\$0		\$455,260
2006	330	\$0	\$0	\$0	\$4,161	\$0	\$0	\$0	\$0	\$0	\$0		\$4,161
2006 Total:		\$9,720,071	\$72,256	\$2,957,163	\$2,360,201	\$640,890	\$254,076	\$850,586	\$1,328,849	\$0	\$0		\$18,184,092
Agency Total:		19,499,577	\$441,873	\$6,095,690	\$7,101,163	\$1,371,367	\$935,188	\$4,165,828	\$2,570,227	\$0	\$0		\$42,180,914

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Bankruptcy (2001)	Powerbuilder/Sybase application to track Bankruptcy cases and payments. Receives input from the Federal Courts and interfaces with TPR and CACSPPlus. Payments are received from the Court Trustee for Chapter 13.	Taxation	Mostly internal to agency	Server	2001	2001	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 64 (of 170) / Technical 60 (of 125)					
Business Registration (Web Reg)	Process business registrations submitted by business through the Web.	Register individuals or businesses	Mostly citizens at large	Server	2005	2005	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 71 (of 170) / Technical 74 (of 125)					
CACS+	Collections Plus system (also includes R7, and ZT)	Taxation	Mostly internal to agency	Server	1998	1998	Maturity	greater than \$1 million
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 78 (of 170) / Technical 62 (of 125)					
CCM/IP Telephony	CCM/IP Telephony - Call center management and VOIP	Taxation	Mostly internal to agency	0	2003	2003	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 91 (of 170) / Technical 82 (of 125)					
Cigarette Tax	Manages cigarette tax stamp inventory sales to cigarette distributors, processes distributor tax returns and processes manufacturer invoice data. Maintains license base of distributors. Performs all accounting functions for Cigarette tax	Taxation	Mostly internal to agency	PC	1991	2002	Decline	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 56 (of 170) / Technical 51 (of 125)					
Corporate Income Tax	Corporation Income Tax Processing System	Taxation	Mostly internal to agency	Server	1997	2004	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 68 (of 170) / Technical 60 (of 125)					
Correspondence Scanning and Workflow	This is the front end for scanned and imaged correspondence workflow.	Taxation	Mostly internal to agency	Server	2001	2001	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 54 (of 170) / Technical 56 (of 125)					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Cross Check	Tracks inventory of gambling equipment from manufacturer to distributor gambling organization doing business in Minnesota. Assures that proper tax has been paid on gambling equipment and that all equipment used is approved by the State of Minnesota. The	Taxation	Mostly internal to agency	PC	1993	2000	Decline	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 63 (of 170) / Technical 51 (of 125)					
DOR Web Pages	Static Page	Taxation	Mostly citizens at large	Server	1996	2003	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 81 (of 170) / Technical 75 (of 125)					
Duplicate Homestead	Detect multiple homestead taxpayers	Taxation	Mostly internal to agency	PC	1987	2002	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 51 (of 170) / Technical 61 (of 125)					
Electronic File Transfers/Data Exchange - Petroleum	Web based Petroleum file transfer between Terminals/Distributor to the DOR	Taxation	Specific sub-group of customers or clients	Server	2005	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 71 (of 170) / Technical 67 (of 125)					
Electronic Pre-Processing (EPS)	Pre-Processing of Returns and Returns with Payments	Taxation	Specific sub-group of customers or clients	Server	2001	2006	Maturity	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 72 (of 170) / Technical 66 (of 125)					
Electronic Pre-Processing / Payments	Pre-Processing of Electronic Payments (Replaced the old EFT system)	Taxation	Mostly internal to agency	Server	2003	2003	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 75 (of 170) / Technical 66 (of 125)					
Gambling Tax	Track Gambling returns filed. Gambling Tax system processes monthly tax returns submitted by charitable gambling organizations. Receives licensing information from the Gambling Control Board System. -- Keeps track of the Gambling tax returns filed by lic	Taxation	Mostly internal to agency	PC	1993	2000	Decline	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 63 (of 170) / Technical 51 (of 125)					

Agency IT Portfolio: Revenue Dept













Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Global Control	Web based Security and Authorization Components	Taxation	Mostly internal to agency	Server	2002	2004	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 71 (of 170) / Technical 66 (of 125)					
Global Payment Processing	GPSS - Payment Processing Application for DOR tax payments	Taxation	Mostly internal to agency	Server	1998	2002	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 69 (of 170) / Technical 65 (of 125)					
House Income Tax Simulation (HITS) model	Estimate impact of law changes in income tax area. During the legislative session being without it for even a day could be a major problem. Off-season, a few days or more might not be too critical depending on what special projects and deadlines we had	Taxation	Other state agencies or bodies	PC	Prior 1985	1994	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 78 (of 170) / Technical 73 (of 125)					
Information Warehouse	Warehouse of DOR data used for end-user queries. This includes all warehouses for the agency -- see components/system IDs	Taxation	Mostly internal to agency	Server	2002	2006	Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 66 (of 170) / Technical 81 (of 125)					
Insurance Tax	Processes tax returns received from insurance companies. Also will receive data from NAIC system in Kansas City. Insurance Premium Tax system for licensed insurers -- doing business in Minnesota. The program also keeps track of the tax type accounting	Taxation	Mostly internal to agency	PC	1992	2005	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 61 (of 170) / Technical 50 (of 125)					
ITR - Individual Taxpayer Registration and Tax Return Processing	Re-engineered Income Tax	Taxation	Mostly internal to agency	Server	2001	2003	Maturity	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 82 (of 170) / Technical 75 (of 125)					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Live Hosting: Electronic Government Systems - E-File Data Hosting	Live Hosting: Electronic Government Systems - E-File Data Hosting	Taxation	Vendors or business partners	Server	2001	2004	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 95 (of 170) / Technical 89 (of 125)					
Local Government Aid (LGA) Certification	Programs used to calculate LGA amounts and create forms for certification. Project is worked on from June to August. Contains information on approximately 2600 taxing districts.	Taxation	Local government/Higher Ed/E-12 Ed	PC	Prior 1985	1992	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 63 (of 170) / Technical 42 (of 125)					
MCE Accounts Tracking (MATS)	New non-DOR debtor account tracking system for CACSplus cases not associated with DOR liabilities.	Taxation	Mostly internal to agency	Server	1998	1998	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 74 (of 170) / Technical 61 (of 125)					
Minnesota Care	Keeps track of MNCare taxpayers and their accountings.	Taxation	Mostly internal to agency	Server	1995	1995	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 64 (of 170) / Technical 64 (of 125)					
PEFS Return Processing	Partnership, Estate, Fiduciary, and S-Corp Return Processing	Taxation	Mostly internal to agency	Server	2000	2000	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 70 (of 170) / Technical 70 (of 125)					
Petroleum Processing C/S	Tax return processing. Listing of accounts, billings and refunds. System reports are also generated from processing.	Taxation	Mostly internal to agency	Server	1999	2005	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 74 (of 170) / Technical 59 (of 125)					
Political Contribution Refund	Maintains information on political contribution refunds.	Taxation	Mostly internal to agency	Mainframe	1991	1991	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 59 (of 170) / Technical 58 (of 125)					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
ProFile	On-line system which keeps track of Business Taxpayer demographics. It also keeps track of filing and compliance information.	Taxation	Mostly internal to agency	Server	1993	1992	Decline	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments: DOR SRIMP Portfolio: Business 71 (of 170) / Technical 59 (of 125)					
Property Tax Aid Distribution & Payment	Series of programs which create a file that can interact with the statewide accounting system to print aid checks for local governments. Payment programs run many times monthly, July and December being especially busy. All property taxpayers affected by	Transfer payments and aids	Local government/Higher Ed/E-12 Ed	PC	Prior 1985	2002	Decline	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: DOR SRIMP Portfolio: Business 78 (of 170) / Technical 62 (of 125)					
Refunds Processing (RPM)	Refunds system. Processes refund requests and taxpayer claims. Will issue a warrant or a notification based on the amount remaining on the refund request after the offsetting of all taxpayer claims.	Taxation	Mostly internal to agency	Mainframe	1992	1992	Decline	greater than \$1 million
	Business Value: 	Technical Condition: 	Comments: DOR SRIMP Portfolio: Business 77 (of 170) / Technical 61 (of 125)					
Remittance Processing	Remittance Processing	Taxation	Mostly internal to agency	0	2002	2006	Maturity	\$100k - \$500k
	Business Value: 	Technical Condition: 	Comments: DOR SRIMP Portfolio: Business 82 (of 170) / Technical 66 (of 125)					
Sales Ratio Study	Series of programs to inventory, enter and edit CRV data. The application includes a series of programs to inventory, enter, and edit the CRV to create a data file for calculating sales ratios. Reprogramming is almost finished.	Taxation	Local government/Higher Ed/E-12 Ed	PC	Prior 1985	1999	Decline	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: DOR SRIMP Portfolio: Business 66 (of 170) / Technical 48 (of 125)					
Sales Tax	Processes sales tax filings and payments, and maintains sales tax filing information.	Taxation	Mostly internal to agency	Server	1994	1994	Decline	greater than \$1 million
	Business Value: 	Technical Condition: 	Comments: DOR SRIMP Portfolio: Business 71 (of 170) / Technical 53 (of 125)					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Sales Tax Template	An audit tool for sales/use tax Revenue Tax Specialist to use when auditing taxpayer for sales/use tax compliance.	Taxation	Mostly internal to agency	PC	1989	2004	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 76 (of 170) / Technical 74 (of 125)					
Tax Return Scanning/Data Capture	Data entry process for Tax Operations	Taxation	Mostly internal to agency	Server	2001	2001	Maturity	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 77 (of 170) / Technical 68 (of 125)					
Taxpayer Accounting (TPA)	Taxpayer Accounting Processing system. Tracks taxpayer accounting information	Taxation	Mostly internal to agency	Mainframe	1990	1999	Decline	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 77 (of 170) / Technical 61 (of 125)					
Taxpayer Registration (TPR)	Taxpayer Registration. Registration of individual tax payers, inquiry of business taxpayers. Note: Some agencies/individuals outside of DOR have inquiry capability.	Taxation	Mostly internal to agency	Mainframe	1988	2001	Decline	\$100k - \$500k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 69 (of 170) / Technical 54 (of 125)					
Withholding Tax Order System	System processes Withholding Tax Orders.	Taxation	Other state agencies or bodies	PC	Prior 1985	2005	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 59 (of 170) / Technical 74 (of 125)					
Withholding Tax System	Processes withholding tax transactions	Taxation	Mostly internal to agency	Mainframe	1985	1997	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: DOR SRIMP Portfolio: Business 74 (of 170) / Technical 56 (of 125)					

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
DOR - Data Warehouse Phase IIB	8/14/2006	8/14/2007	Enterprise	Other	Other	Maintenance or Operation	Strategic
DOR - Electronic Data Strategies	2/1/2006	4/30/2007	Agency Unique	Information System	Other	New Application	Strategic
DOR - Infrastructure Renewal	4/1/2005	6/29/2007	Unknown	Infrastructure	Other	Infrastructure	Strategic
DOR - Intranet	10/10/2006	10/10/2006	Agency Unique	Other	Customer Satisfaction	Maintenance or Operation	Other
DOR - Syscom In-House	7/24/2006	6/30/2007	Agency Unique	Information System	Reduced Cost	Maintenance or Operation	Mitigation of Operational Risk

IT Budget Initiative

Initiative: Integrated Tax System

Procure, configure and implement a Commercial Off The Shelf (COTS) Integrated Tax package.

FY2008-09: \$16,000,000 FY2010-11: \$12,000,000

Assessment

Assessment:

Comments: ... because Revenue has investigated a variety of approaches and will purchase vendor supplied software, rather than to custom develop a system, which will save cost and time to implement. There is a detailed functionality matrix and the agency is addressing risks by working with business users to use the base product as is rather than add a lot of customizing which makes upgrades impossible. Revenue is confident of cost estimates.

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Enterprise Initiatives

Evaluation Criteria

Comments

1. Is this request consistent with enterprise-wide priorities, standards and goals?	Common approach across tax programs. Could be integrated with other enterprise systems.
2. How critical is this initiative to meeting the agency's operational and/or business needs?	Agency strategic priority. Common processes and user interfaces
3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?	Agency chose the buy approach in order to save time and cost in implementation.
4. Are the cost estimates for this project reasonable?	There are always possibilities of changes, but at this point agency is confident of cost estimates.
5. Is there an existing application that can be leveraged to meet the requirements of this initiative?	Agency is procuring a vendor supplied system. Revenue did extensive research on options by talking to other states.
6. Can this initiative be combined with another proposed initiative?	NA
7. Will the results of this initiative be shareable with other agencies?	Potential to share is referenced in initiative.

IT Budget Initiative

Initiative: Integrated Tax System

Evaluation

8. How adaptable is this initiative to address future needs?

Very adaptable to future needs. More adaptable by pursuing a buy approach rather than a custom build approach because of added functionality and upgrades.

9. What is the magnitude of the positive outcomes expected of this initiative?

Very positive.

Overall Comments:

Revenue has investigated a variety of approaches and decided to purchase vendor supplied software rather than to custom develop a system. This approach will save cost and time to implement. Have a detailed functionality matrix. Agency is watching out for the risks by working with business users to use the base product as is rather than add lot of customizing which makes upgrades impossible.

Strategic Information

A. Strategic IT Plan: Updated: 2002

B. Emerging business needs to be address with technology over the next 2-4 years:

1. Improve web-based data entry application (Electronic Worksheet System (EWS)) to include integration with other criminal justice information systems (i.e., MN Court Information System (MNCIS) and CriMNet's Statute Service);
2. Advance dissemination of information using technologies; and
3. Expedite retrieval and reporting of sentencing information (including departures from the sentencing guidelines).

C1. Major information or technology issues to be addressed over the next 2-4 years:

1. Improve methods for retrieving Court (i.e., MNCIS) information;
2. Redesign of EWS and migration to new Statewide Supervision System (S3); and
3. Assess impact of new technologies on agency partners (e.g., Vista 7+, IE 7.0, and Mozilla Firefox 2.0).

C2. Constraints and impediments to success:

The implementation of MNCIS will continue to affect the processes used by the agency to retrieve data from the Courts in a timely manner. Agency will need to explore new ways to retrieve Court records including methods that are unfamiliar to staff (i.e., XML and MQ).

C3. Platform, architectural or data concerns to be addressed:

Need to consider advantages and disadvantages to using current MS Access platform to process MSGC and Court data before exporting to SPSS analytical database.

D. Major IT related strategies or initiatives over the next 2-4 years:

1. Establish and administrate XML queue allowing immediate transfer of Court records;
2. Process departure requests more frequently than once a year;
3. Partner with Dept. of Corrections to collect and prioritize user requirements for an enhanced EWS; and
4. Help facilitate migration of EWS to new S3.

E. Projects or applications with potential for benefiting other agencies:

Enhancements to the agency's EWS web application could include integration with MNCIS and CriMNet Statute Service.

F. How organized to manage project management and systems development:

MSGC is a small agency with no FTE designated solely to information technology. In the past, we have relied on contractors or agency partners for project management and systems development. For smaller projects and on-going efforts, our senior research staff has developed and managed.

G. Processes or services that could be performed by other agencies:

Administrative support of Statewide Supervision System (S3) could be provided by Dept. of Corrections, Information Services division.



H. Potential conflicts with state information strategies, architecture and policy:

None known.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100				\$17,055	\$5,101	\$9,179	\$10,242	\$5,125				\$46,703
2005 Total:					\$17,055	\$5,101	\$9,179	\$10,242	\$5,125				\$46,703
2006	100	\$0	\$170	\$0	\$54	\$5,717	\$0	\$0	\$0	\$0	\$0		\$5,941
2006 Total:		\$0	\$170	\$0	\$54	\$5,717	\$0	\$0	\$0	\$0	\$0		\$5,941
Agency Total:		\$0	\$170	\$0	\$17,109	\$10,819	\$9,179	\$10,242	\$5,125	\$0	\$0		\$52,644

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
MSGC Monitoring Database	Maintains data on all offenders convicted of a felony and sentenced under MN's Guidelines.	Legislation and policy	Specific sub-group of customers or clients	Server	Prior 1985	2001	Growth	0 - \$100k
	Business Value: 	Technical Condition: 	Comments: Sub-group of users includes the public, criminal justice practitioners, and the legislature.					

Project Portfolio

No Projects Registered

Agency IT Portfolio: Social Work Board

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$1,307	\$6,914	\$24,700	\$83,482	\$9,262	\$7,543	\$9,889					\$143,097
2005 Total:		\$1,307	\$6,914	\$24,700	\$83,482	\$9,262	\$7,543	\$9,889					\$143,097
2006	171	\$422	\$0	\$55,628	\$337	\$5,705	\$372	\$551	\$0	\$0	\$0		\$63,015
2006 Total:		\$422	\$0	\$55,628	\$337	\$5,705	\$372	\$551	\$0	\$0	\$0		\$63,015
Agency Total:		\$1,729	\$6,914	\$80,328	\$83,819	\$14,967	\$7,915	\$10,441	\$0	\$0	\$0		\$206,112

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
General Licensing System	licensing database	Licenses or permits	Specific sub-group of customers or clients	Server	2000	2006	Maturity	0 - \$100k
Business Value: 		Technical Condition: 		Comments:				

Project Portfolio

No Projects Registered

Agency IT Portfolio: Tax Court

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100		\$607	\$8,137	\$903	\$3,369							\$13,016
2005 Total:			\$607	\$8,137	\$903	\$3,369							\$13,016
2006	100	\$0	\$0	\$4,180	\$2,705	\$3,793	\$441	\$14,705	\$0	\$0	\$0		\$25,824
2006 Total:		\$0	\$0	\$4,180	\$2,705	\$3,793	\$441	\$14,705	\$0	\$0	\$0		\$25,824
Agency Total:		\$0	\$607	\$12,317	\$3,608	\$7,162	\$441	\$14,705	\$0	\$0	\$0		\$38,840

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2001

B. Emerging business needs to be address with technology over the next 2-4 years:

There are many business needs/drivers that we expect to impact the Mn/DOT Project Portfolio (both in terms of new systems and significant enhancements to existing systems) over the next 2 to 4 years. These drivers include:

- Remote access and live mobile data retrieval and updating needs
- Increased security requirements
- Computer Aided Drafting and Design (CADD) – Electronic plans distribution and library functions
- Oversize / Over Dimension routing and permitting over the web with electronic banking components
- Aeronautics management – Airport construction, management, and administrative systems
- Materials management – Materials testing, sample and lab management, and administrative systems
- Construction management – Administrative project management, contracting and payments, EEO contract compliance, labor reporting
- Transit management – Grants, financial management, transit provider asset management & operational reporting
- Engineering applications – Road and bridge design aids
- Land Management – Parcel inventory, acquisition tracking & support, property management, and parcel disposition
- Bridge – Inventory, inspection, and rating needs
- Geographic Information Systems (GIS) - Various mapping application for location data and 'located' information data.

C1. Major information or technology issues to be addressed over the next 2-4 years:

- Data Security
- Mobile Access
- Enterprise-wide (Mn/DOT) Data Management
- Enterprise (State) Platform Management (moving toward standardization)
- Continuing to manage the IT Investment and Application Portfolios

C2. Constraints and impediments to success:

Needs (too many) vs. Resources (too few)

C3. Platform, architectural or data concerns to be addressed:

Standardized application and DB environments.

E. Projects or applications with potential for benefiting other agencies:

- GIS/Mapping related applications and tools.
- HR related applications including:
 - o Vacancy tracking / filling
 - o Grievance management
 - o Employee training, skill, certification, and licensure management
 - o Time Reporting and labor distribution applications including:
 - Resource Consumption Application (RCA)
 - Work Management System (WMS)
- IT Portfolio Management processes, procedures, applications, and tools.

F. How organized to manage project management and systems development:

The department has a centralized Office of Information Technology (OIT - 103 people), as well as decentralized IT support structures residing at various other offices. (125 people total)

An inventory of all IT projects underway is maintained by the Program Management section of OIT (The PMIS database mentioned earlier.)

IT Projects over \$50K (Total soft & hard \$\$\$) are administered by the Division Directors group and may not proceed without their authorization. These projects follow Mn/DOT's IT Project Development model and are typically managed by OIT Program Management staff.

IT Projects under \$50K (Total soft & hard \$\$\$) are administered by the individual offices, but are registered with the OIT Program Management section for oversight. Some of these projects are managed by staff from the individual offices, and some utilize OIT Program Management staff.

G. Processes or services that could be performed by other agencies:

Unknown, as we are not certain what other agencies capabilities are.

We are engaged in a partnership agreement with OET to identify utility services and determine if OET is able to deliver the same or better quality of service at the same or better price. Under this agreement we are currently transitioning our WAN and Video Conferencing systems to OET, and are implementing VoIP systems.

H. Potential conflicts with state information strategies, architecture and policy:

The largest issues we see relate to funding and human resources, as the investments required to transition from the current decentralized, uncoordinated model to the federated model are substantial and the benefits are at this point largely anecdotal. (Catch-22, we can't move from anecdotal stage to having real data that helps us understand where best to invest resources without investment of resources...)

To move forward it will be necessary to divert staff and resources from dealing with immediate issues for agencies

Strategic Information

to working proactively on improving our collective future as a state. As I know you can appreciate, managing this tradeoff can be rather complicated (Understatement?).

D. Major IT related strategies or initiatives over the next 2-4 years:

Mn/DOT has identified 4 levels of priority for technology investments, which are:

Priority 1 - Governance - those things that we must do in order to "Keep the doors open" and meet regulatory or policy obligations.

Priority 2 – Save Money / Eliminate Expenses – consolidating or changing activities which result in a lower price/rate/cost while still meeting acceptable needs.

Priority 3 – Save Time – Reducing staff time required to conduct operations, allowing staff to focus time on higher level activities; streamlining a process to reduce processing time for completion of work and delivery of product/service to the customer.

Priority 4 – Improve Quality / Service Levels – Anything that enhances the product or service from the viewpoint of the principal consumer.

Additional strategies are to:

- Maintain existing IT resources to maximize useful life.
- Focus IT investments based on ROI in coordination with OET and Drive to Excellence efforts.

Information on specific projects is being reported to the Office of Enterprise Technology (OET) Program Management Office. Additional information may be available in Mn/DOT's Program Management Information System. For additional information, please contact Bill Roen, (651) 282-6983 bill.roen@dot.state.mn.us

Agency IT Portfolio: Transportation Dept

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100				\$307		\$2,185	\$4,113					\$6,605
2005	200	\$2,766				\$88	\$10,557	\$3,672					\$17,083
2005	220	\$229,362	\$16,041	\$583	\$4,365	\$545,594	\$20,097	\$50,931					\$866,974
2005	222		\$1,412		\$1,166	\$85	\$2,375						\$5,038
2005	250	\$93,027			\$4,196	\$1,164	\$3,929	\$10,103					\$112,419
2005	260	\$229,164			\$12,700	\$3,749	\$12,306	\$32,479					\$290,397
2005	270	6,921,389	\$749,739	\$242,589	\$4,765,868	\$3,045,373	\$3,677,599	\$4,326,131	\$521,452		\$6,656		\$34,256,795
2005	272	\$132,453				\$377	\$193						\$133,022
2005	300	\$121,362		\$2,160	\$369,341	\$897	\$230,190	\$319,724	\$300				\$1,043,974
2005	342	\$34,640			\$495								\$35,135
2005	500	\$82,959											\$82,959
2005 Total:		17,847,121	\$767,191	\$245,332	\$5,158,439	\$3,597,327	\$3,959,430	\$4,747,153	\$521,752		\$6,656		\$36,850,401
2006	100	\$0	\$0	\$0	\$541	\$0	\$892	\$706	\$0	\$0	\$0		\$2,140
2006	200	\$45,921	\$150	\$0	\$1,724	\$0	\$17,534	\$43,478	\$100	\$0	\$0		\$108,907
2006	220	\$259,485	\$181,959	\$1,533	\$6,071	\$536,316	\$58,271	\$13,439	\$0	\$0	\$0		\$1,057,074
2006	222	\$0	\$883	\$0	\$0	\$619	\$1,069	\$0	\$0	\$0	\$0		\$2,571
2006	250	\$92,447	\$0	\$1,144	\$3,597	\$1,765	\$5,972	\$20,484	\$0	\$0	\$0		\$125,410
2006	260	\$244,114	\$0	\$3,687	\$737,737	\$4,362	\$19,113	\$63,337	\$0	\$0	\$0		\$1,072,349
2006	270	7,022,548	\$402,951	\$344,744	\$4,329,306	\$2,960,739	\$1,638,604	\$2,601,560	\$158,749	\$0	\$0		\$29,459,202
2006	272	\$174,426	\$0	\$50,000	\$0	\$92	\$0	\$0	\$0	\$0	\$0		\$224,518
2006	300	\$95,906	\$0	\$0	\$106	\$3,131	\$164,623	\$93,801	\$0	\$0	\$0		\$357,568
2006	342	\$6,718	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$6,718
2006	500	\$30,145	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$30,145
2006 Total:		17,971,711	\$585,943	\$401,108	\$5,079,083	\$3,507,024	\$1,906,079	\$2,836,804	\$158,849	\$0	\$0		\$32,446,601

Agency IT Portfolio: Transportation Dept

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
<i>Agency Total:</i>		35,818,832	\$1,353,134	\$646,440	\$10,237,522	\$7,104,351	\$5,865,509	\$7,583,957	\$680,601	\$0	\$6,656		\$69,297,002

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
511	Traveler information for metro and statewide travelers.	Public transportation	Mostly citizens at large	Server	2004		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
AFMS	Tracks maintenance and management of electrical traffic facilities.	Transportation infrastructure	Mostly internal to agency	Server	2002	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
AGRS	Utility permits tracking system.	Transportation infrastructure	Mostly internal to agency	Server	1999	2001	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Aircraft Registration	Invoices and tracks yearly registration of all aircraft based in MN.	Accounting and budgeting	Mostly internal to agency	Server			Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Airport Construction	Tracks federal, state, and municipal encumbrances and payments for state airport projects.	Transportation infrastructure	Mostly internal to agency	Server			Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Aviation System Manager	Tracks master records, drawings, directory information, photos, etc.	Public transportation	Mostly internal to agency	Server	1996		Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Cash Forecasting Information Tool (CFIT)	Provides information on current and projected cash balances related to construction programs	Accounting and budgeting	Mostly internal to agency	Server		2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Construction Administration (CAARS)	Monitors quantity documentation and payment on truck highway projects.	Transportation infrastructure	Mostly internal to agency	PC			Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Contract Administration Record Tracking (CART)	Tracks and produces reports on consultant contracts.	Procurement	Mostly internal to agency	Server	2002		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Agency IT Portfolio: Transportation Dept

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Contract Management System (CMS)	Monitors Construction contracts.	Transportation infrastructure	Mostly internal to agency	Server		2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
County State Aid Highway (CSAH) Needs Study Update	Roadway inventory for the CSAH system.	Accounting and budgeting	Local government/Higher ed/K-12 Ed	Server	2001	2001	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Could also fit under "Transfer payment and aids". Used to determine the annual apportionment of State Aid funds to Counties.					
Cultural Resources Information System (CRIS)	Tracks Section 106 reviews for cultural properties.	Transportation infrastructure	Other state agencies or bodies	Server	2004	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Electronic Bidding	Provides 2 way electronic bidding of construction contracts between agency and contractors.	Transportation infrastructure	Vendors or business partners	Server	2003		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Electronic Document Management System (EDMS)	Repository for business documents.		Mostly internal to agency	Server	2003		Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Employee Capability Management System (ECMS)	For training and skill management.	Employee relations	Mostly internal to agency	Server	2004	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Equipment Management System	Supports fleet management and operations.	Transportation infrastructure	Mostly internal to agency	Server	2002	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Federal Billing	Bills federal government.	Accounting and budgeting	Mostly internal to agency	Server				0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Geodetic Database	Tracks geodetic projects, work assignments, and work completed.	Transportation infrastructure	Mostly internal to agency	Server	1999	2001	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Agency IT Portfolio: Transportation Dept

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Hydlnfra	Manages data collection, mapping and reporting needs for hydraulic infrastructure.	Transportation infrastructure	Mostly internal to agency	Server	2002	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
IRIS	Control software for traffic management system clients and servers.	Transportation infrastructure	Mostly internal to agency	Server	2003		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Laboratory Information System (LIMS)	System for tracking material test results.	Transportation infrastructure	Mostly internal to agency	Server			Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Location Data Manager (LDM)	Centrally managed location information for transportation features.	Transportation infrastructure	Specific subgroup of customers or clients	Server	2006		Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Media Distribution System	Transportation contact information on print, television, radio, and web media.	Public transportation	Specific subgroup of customers or clients	Server	2004		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
MnPASS	Manages pay-per-use high occupancy vehicle lanes.	Transportation infrastructure	Mostly citizens at large	Server	2005	2006	Growth	\$500k - \$1 million
	Business Value:	Technical Condition:	Comments:					
Monitored Equipment Status	Displays results of all monitoring applications in NAVAIDS Unit.	Transportation infrastructure	Mostly internal to agency	Server			Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Motor Carrier Information System	National data warehouse that captures state-level data.	Public transportation	Mostly internal to agency	Server			Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Agency IT Portfolio: Transportation Dept

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Municipal State Aid Streets (MSAS) Needs Study Update	Roadway inventory for the MSAS system.	Accounting and budgeting	Local government/Higher ed/K-12 Ed	Server	2001	2001	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments: Could also fit under "Transfer payment and aids". Used to determine the annual apportionment of State Aid funds to Cities with populations >5,000.					
Pavement Management System	Expert system that recommends road work that needs to be done.	Transportation infrastructure	Mostly internal to agency	Server			Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Photogrammetric Database	Tracks aerial photography.	Transportation infrastructure	Mostly internal to agency	Server	1998	2002	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Planning and Project Management System/Work Management System (PPMS/WMS)	Project management and work management system	Transportation infrastructure	Mostly internal to agency	Server	2004	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Pontis	Bridge management system.	Transportation infrastructure	Local government/Higher ed/K-12 Ed	Server	1999	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Priority 2 Snowplow Drivers Database	Tracks information about auxiliary drivers.	Employee relations	Mostly internal to agency	Server	2004		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Project Tracking	Inventory of State and Federal Aid projects administered by SALT.	Transportation infrastructure	Mostly internal to agency	Server	1999	1999	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Public Transit Application (PTA)	Used to manage Minnesota's transit systems information	Public transportation	Mostly internal to agency	Server	2005	2006	Emerging	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Agency IT Portfolio: Transportation Dept

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Rail Grade Crossing Inventory Project (RGCIP)	Inventory of state's public and private grade crossing and associated accidents.	Transportation infrastructure	Mostly internal to agency	Server	2003	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Real Estate And Land Management System (REALMS)	Tracks all facets of property acquisition and land management.	Building and real estate management	Mostly internal to agency	Server	2005		Growth	\$100k - \$500k
	Business Value:	Technical Condition:	Comments:					
Remote Computer Monitoring System	Monitors 48 navigational aids sites.	Transportation infrastructure	Mostly internal to agency	Server			Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Rental Rate Bluebook	Provides ownership and operating cost data for 15,000 pieces of construction equipment.	Transportation infrastructure	Mostly internal to agency	Server	2000		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Resource Consumption Application (RCA)	Timesheet generation, time and labor distribution data entry, and financial reports.	Payroll and Insurance	Mostly internal to agency	Server	1999	2005	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Roadside Weather Information Stations (RWIS)	Roadside weather stations that collect weather and pavement conditions.	Transportation infrastructure	Mostly internal to agency	Server	2003		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Routebuilder	Permitting and routing tool for issuing overweight and/or overdimensional truck permits.	Licenses or permits	Businesses or professionals	Server	2003	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Sign/Message Management System-Field Inventory	Used in sign maintenance, replacement and budgeting process.	Transportation infrastructure	Mostly internal to agency	Server		2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Agency IT Portfolio: Transportation Dept

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
State Aid Accounting System (SAAS)	Manages multiple funding sources and accounts for counties and municipalities for their state aid for local transportation	Transfer payment and aids	Local government/Higher ed/K-12 Ed	Server	2002	2002	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Transportation Information System - Mainframe Version (TIS-MF)	Enterprise planning database.	Transportation infrastructure	Mostly internal to agency	Mainframe	Prior 1985		Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Transportation Information System - Oracle Version (TISO)	Production copy for roadlog, roadway history and relate files for standard data entry.	Transportation infrastructure	Mostly internal to agency	Server	1999		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Trns*port	Pre-letting and award phase analysis system	Transportation infrastructure	Mostly internal to agency	Server	1995	2006	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Utilities and Municipal Agreements Record Tracking (UMART)	Tracks and reports on utility and municipal agreements.	Transportation infrastructure	Mostly internal to agency	Server	2003		Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Videolog	Video log of roadway segments.	Transportation infrastructure	Mostly internal to agency	Server	Prior 1985	2000	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Virtis and Opis	Supports engineering and business processes of bridge design and rating.	Transportation infrastructure	Mostly internal to agency	Server	1997		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Virtual Reference Stations	Runs CORS network.	Transportation infrastructure	Mostly internal to agency	Server	2001	2006	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
WeatherStation and NOTAM monitoring system	Monitors automated weather stations.	Transportation infrastructure	Specific subgroup of customers or clients	Server	2000		Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Workforce Information Tracking Initiative	Enables contracting partners to electronically enter and submit workforce data	Transportation infrastructure	Businesses or professionals	Server		2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

Project	Start	Finish	Scope	Type	Primary Outcome	Category	Primary Driver
DOT-0076 RGCIP, Railgrade Crossing Improvement Program	4/6/2005	3/17/2007	Agency Unique	Information System	Other	New Application	Strategic
DOT-0274 TIS, Transportation Information System Conversion to Oracle Includes the Creation of the Location Data Model	11/1/2001	12/31/2006	Agency Unique	Information System	Reduced Cost	New Application	Strategic
DOT-0701 Spatial Index User Interface	4/6/2005	11/30/2006	Agency Unique	Information System	Reduced Cost	New Application	Strategic
DOT-0717 REALMS, Right-of-way Electronic Acquisition and Land Management System	12/1/2003	6/30/2007	Agency Unique	Business Process	Reduced Cost	New Application	Strategic
DOT-0759 HYDINFRA, Hydraulic Infrastructure Management Application	3/31/2005	10/31/2006	Agency Unique	Information System	Other	New Application	Mandatory or Legal
DOT-0821 Sign Management System	4/11/2006	6/30/2007	Agency Unique	Business Process	Maintenance	Maintenance or Operation	Mitigation of Operational Risk
DOT-0825 CRLMS, Civil Rights and Labor Management System	12/8/2005	5/31/2008	Agency Unique	Business Process	Reduced Cost	New Application	Mandatory or Legal
DOT-0840 Eplans	4/11/2006	3/1/2007	Agency Unique	Business Process	Customer Satisfaction	Maintenance or Operation	Strategic
DOT-0902 ITAMS, Information Technology Asset Management System	1/6/2005	1/31/2007	Agency Unique	Business Process	Reduced Cost	New Application	Mitigation of Operational Risk
DOT-1007 VOIP, Voice Over IP Phase 1	3/6/2006	10/28/2006	Shared Services	Infrastructure	Reduced Cost	Infrastructure	Other
DOT-1028 TISBase Map Data Sync and Clean	2/27/2006	2/28/2008	Agency Unique	Business Process	Reduced Cost	Maintenance or Operation	Strategic
Fleet Management Shared Services	5/1/2006	1/31/2008	Shared Services	Business Process	Customer Satisfaction	Other	Strategic

Strategic Information

A. Strategic IT Plan: Updated: 2006

B. Emerging business needs to be address with technology over the next 2-4 years:

Client Outreach

C1. Major information or technology issues to be addressed over the next 2-4 years:

Security and Availability

C2. Constraints and impediments to success:

Inadequate funding and limited staff

C3. Platform, architectural or data concerns to be addressed:

None.

D. Major IT related strategies or initiatives over the next 2-4 years:

Client Outreach

E. Projects or applications with potential for benefiting other agencies:

The one-stop veterans' website will have the potential to benefit other agencies with all information on veterans programs accessible to them without having to search.

F. How organized to manage project management and systems development:

We have one person who is responsible for all the IT management within the Department.

G. Processes or services that could be performed by other agencies:

None.

H. Potential conflicts with state information strategies, architecture and policy:

None.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$104,745	\$1,383	\$23,105	\$19,779	\$16,958	\$8,343	\$27,120	\$455				\$201,887
2005	200		\$83			\$1,083	\$952						\$2,117
2005	300							\$2,479					\$2,479
2005 Total:		\$104,745	\$1,465	\$23,105	\$19,779	\$18,040	\$9,295	\$29,599	\$455				\$206,483
2006	100	\$86,268	\$12,163	\$8,600	\$13,507	\$18,396	\$5,906	\$35,539	\$179	\$0	\$0		\$180,558
2006	200	\$0	\$0	\$0	\$0	\$1,402	\$646	\$2,243	\$0	\$0	\$0		\$4,292
2006 Total:		\$86,268	\$12,163	\$8,600	\$13,507	\$19,798	\$6,552	\$37,782	\$179	\$0	\$0		\$184,850
Agency Total:		\$191,013	\$13,628	\$31,705	\$33,286	\$37,839	\$15,847	\$67,381	\$634	\$0	\$0		\$391,333

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

IT Budget Initiative

Initiative: Information Technology

This increase in funding will allow for a reconfiguration of our network to include a demilitarized zone where our public web sites and our domain name server and email server will be hosted; additional firewall software specifically designed for web traffic; additional software to analyze firewall and server logs; and intrusion detection and prevention systems.

FY2008-09: \$200,000 FY2010-11: \$200,000

Assessment

Assessment:

Comments:

Evaluation

Evaluation Status: Recommended by Governor

Initiative Group: Agency Specific General Fund Initiatives

Evaluation Criteria

Comments

- 1. Is this request consistent with enterprise-wide priorities, standards and goals?
- 2. How critical is this initiative to meeting the agency's operational and/or business needs?
- 3. Does the agency have the capacity to successfully implement this initiative in the proposed time frame?
- 4. Are the cost estimates for this project reasonable?
- 5. Is there an existing application that can be leveraged to meet the requirements of this initiative?
- 6. Can this initiative be combined with another proposed initiative?

Security is an enterprise strategy. This initiative should be coordinated with OET's Enterprise Security initiative.
Critical.
Program should coordinate with Enterprise Security initiative.
Yes.
Enterprise Security and related infrastructure
Enterprise Security and related infrastructure

IT Budget Initiative

Initiative: Information Technology

Evaluation

7. Will the results of this initiative be shareable with other agencies?

Yes.

8. How adaptable is this initiative to address future needs?

Adaptable.

9. What is the magnitude of the positive outcomes expected of this initiative?

Positive.

Overall Comments:

Strategic Information

Strategic Information not available

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	200	\$494,495	\$7,214	\$35,745	\$223,872	\$227,606	\$62,932	\$101,669	\$11,645		\$15,887		\$1,181,064
2005	690		\$428		\$27,115	\$312	\$845	\$550	\$450				\$29,699
2005 Total:		\$494,495	\$7,642	\$35,745	\$250,986	\$227,918	\$63,776	\$102,218	\$12,095		\$15,887		\$1,210,763
2006	200	\$507,971	\$10,008	\$8,323	\$139,068	\$243,667	\$52,352	\$110,965	\$27,280	\$0	\$0		\$1,099,634
2006	610	\$0	\$0	\$0	\$0	\$0	\$8	\$0	\$0	\$0	\$0		\$8
2006	690	\$0	\$4,180	\$0	\$0	\$5,320	\$465	\$0	\$0	\$0	\$0		\$9,965
2006 Total:		\$507,971	\$14,188	\$8,323	\$139,068	\$248,987	\$52,825	\$110,965	\$27,280	\$0	\$0		\$1,109,607
Agency Total:		\$1,002,467	\$21,830	\$44,068	\$390,055	\$476,905	\$116,602	\$213,183	\$39,375	\$0	\$15,887		\$2,320,370

Application Portfolio

No Applications Registered

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: 2006**B. Emerging business needs to be address with technology over the next 2-4 years:**

The Small Board Licensing Manager Data Base is a collaborative, integrated system serving seven health licensing boards and our agency participates with this group. The boards continue to be cooperative in system development by having one lead board globally design, implement and debug systems and the other boards in the collaborative adopting the product once the system is effective. By rotating that financial and leadership responsibility, we have efficiently and economically created a quality data base system. Common goals for the SBLM during the next biennium include:

1. Continue to modify existing online licensing renewal system with minor software changes
2. Develop common online complaint form
3. Develop initial application for online applicants
4. Develop continuing education online approval and payment system
5. Work with academia in providing online transcript and applicant proof of education.

C1. Major information or technology issues to be addressed over the next 2-4 years:

The Health Licensing Boards continue to evaluate best practices and are considering a reassignment of human resources to create an internal DTE redesign team. The significant issue is software development in terms of expense and selection of quality candidates.

C2. Constraints and impediments to success:

The Health Licensing Boards will potentially request an increase in spending authority in this biennium. As fee supported, Fund 171 agencies, revenue must cover all of our expenses. We do not receive general revenue funding.

C3. Platform, architectural or data concerns to be addressed:

Strategically, we are attempting to more fully merge 17 separate functions into a continuously improving quality health licensing system serving the continuum of small, medium and large boards. Continuous upgrading of servers, PC's, etc is included in our internal strategic and financial plans for the biennium.

D. Major IT related strategies or initiatives over the next 2-4 years:

The strategies and actions are listed in "A".

E. Projects or applications with potential for benefiting other agencies:

Our system and upgrade projects could be duplicated and utilized for other smaller agency licensing functions. Citizens and other state agencies benefit from transparent government as most public information is now accessible through our websites.

F. How organized to manage project management and systems development:

The seventeen boards work cooperatively with shared staff. One IT network administrator is available for seventeen boards and software development has occurred independently through outside contracting. Internal reorganization may occur this year to attempt to hire software personnel by pooling all the individual board professional and technical contract funds, therein creating common platforms and ultimately reducing expenses.

G. Processes or services that could be performed by other agencies:

This past biennium, a non-health licensing board (Barbers and Cosmetology) was added to the shared service model offered by the Administrative Services Unit, which is a centralized business office for all boards. Due to the board governance model of directly having citizens drive the board's operational policies, the agencies have created independent systems. We continue to value collaboration on common processes, but cannot adequately assess what could be performed by other non-health board agencies.

H. Potential conflicts with state information strategies, architecture and policy:

We don't anticipate any conflicts. The only concern is if there were to be a mandate to convert to a less flexible and less comprehensive product that would not provide the range and quality of services that the licensees and the public have come to expect and depend upon. Minnesota is nationally recognized for its superior health licensing systems, directed by citizens, which provide high quality and efficient services for the public and licensees.

Agency IT Portfolio: Veterinary Medicine Board

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	171	\$28	\$233		\$151	\$810	\$144	\$3,550					\$4,916
2005 Total:		\$28	\$233		\$151	\$810	\$144	\$3,550					\$4,916
2006	171	\$0	\$54	\$4,420	\$95	\$833	\$625	\$447	\$443	\$0	\$0		\$6,917
2006 Total:		\$0	\$54	\$4,420	\$95	\$833	\$625	\$447	\$443	\$0	\$0		\$6,917
Agency Total:		\$28	\$287	\$4,420	\$245	\$1,642	\$770	\$3,998	\$443	\$0	\$0		\$11,832

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Small Board Licensing Management Database	Seven Health Licensing Boards collaborated to create a shared licensing data base.	Licenses or permits	Mostly citizens at large	PC	2001	2005	Growth	0 - \$100k
Business Value:		Technical Condition:		Comments:				

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2000

B. Emerging business needs to be address with technology over the next 2-4 years:

- + Clean Water Legacy Act tracking and reporting
- + Wetland Conservation Act reporting
- + Wetland Banking Program
- + Easement Program

C1. Major information or technology issues to be addressed over the next 2-4 years:

- + Updating our Easements database from FoxPro DOS.
- + Modifying/Updating eLINK for new requirements driven by the Clean Water Legacy Act passed in 2006.
- + Potentially moving eLINK from VB client to web based client.
- + WCA issues/data collection
- + Automate virus definition updates and O/S patches

C2. Constraints and impediments to success:

Available staff/dollars, business processes in flux

C3. Platform, architectural or data concerns to be addressed:

- + Expect to outsource our email, and file/print service to OET or other state agency.
- + Would like to do a better job of outfitting field staff that are out of the office for long periods.
- + Secure access to files and systems from outside the office/Network.
- + Improve quality/efficiency of desktop support

D. Major IT related strategies or initiatives over the next 2-4 years:

These are the same as C.1.

E. Projects or applications with potential for benefiting other agencies:

- + eLINK, some portions of the system area already being used by MPCA and MDA.

F. How organized to manage project management and systems development:

All software development is outsourced. Agency Project Manager works with Developer PM to define/confirm requirements with users and to manage the development process.

G. Processes or services that could be performed by other agencies:

H. Potential conflicts with state information strategies, architecture and policy:

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$255,535	\$203	\$960	\$78,317	\$43,909	\$8,387	\$16,500	\$438				\$404,249
2005	200	\$33,942	\$6,535	\$45,270	\$6,300	\$602							\$92,650
2005	500				\$24,020	\$9,808							\$33,828
2005 Total:		\$289,477	\$6,738	\$46,230	\$108,638	\$54,319	\$8,387	\$16,500	\$438				\$530,728
2006	100	\$189,323	\$3,374	\$261	\$180,006	\$42,784	\$16,599	\$5,257	\$0	\$0	\$0		\$437,604
2006	200	\$64,015	\$0	\$74,984	\$0	\$0	\$925	\$4,562	\$0	\$0	\$0		\$144,485
2006 Total:		\$253,338	\$3,374	\$75,245	\$180,006	\$42,784	\$17,524	\$9,819	\$0	\$0	\$0		\$582,089
Agency Total:		\$542,815	\$10,112	\$121,475	\$288,643	\$97,104	\$25,911	\$26,318	\$438	\$0	\$0		\$1,112,816

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Contact Management	custom software that allows BWSR to store/update contacts for BWSR's clientele	Natural resource management	Mostly internal to agency	Server	2000	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					
Easement DB	custom software to store/track easement acquisition processing	Natural resource management	Mostly internal to agency	PC	1990	1999	Decline	0 - \$100k
	Business Value:	Technical Condition:	Comments: FoxPro for DOS application is being replaced this year with a Oracle VB application					
eLINK	custom software to collect reporting data from BWSR grant recipients	Natural resource management	Local government/Higher Ed/E-12 Ed	Server	2003	2005	Growth	0 - \$100k
	Business Value:	Technical Condition:	Comments: all grant recipients must report dollar expenditures and accomplishments via eLINK					
Wetland Banking DB	custom software that tracks private Wetland Banking accounts credits and debits	Natural resource management	Mostly internal to agency	Server	2000	2004	Maturity	0 - \$100k
	Business Value:	Technical Condition:	Comments:					

Project Portfolio

No Projects Registered

Strategic InformationA. Strategic IT Plan: Updated: NA**B. Emerging business needs to be addressed with technology over the next 2-4 years:**

- 1) Drafting, service and filing, and publication of court decisions, including internal sharing of draft decisions between judges, attorneys and secretaries.
- 2) Maintaining and updating the court decisions database (1984-present).
- 3) Collection and analysis of court statistics for reporting, service and filing of decisions and other purposes.
- 4) Search and retrieval of WCCA cases for internal use.
- 5) Web-based indexed, searchable case database for public access and use; web-based court information for public use.
- 6) Shared case file imaging, storage and access database with DOLI and OAH (Daedelus).
- 7) Fiscal management and procurement (MAPS).
- 8) E-mail and internet access for communication with other agencies, clients and the public.

C1. Major information or technology issues to be addressed over the next 2-4 years:

Transitioning from aging internal network/server system (Novell/GroupWise) maintained by court to OET server for file storage and e-mail.

C2. Constraints and impediments to success:

No IT budget. No IT staff.

C3. Platform, architectural or data concerns to be addressed:

Maintenance and upgrades of aging computer hardware (servers, workstations, firewall, switches and routers, cable, tape backup etc.) and purchase of computer network services.
Upgrades/purchase, installation and maintenance of necessary software (WordPerfect/Microsoft Word, e-mail [GroupWise/Outlook], web page software, ZyIndex, Mapper [Microsoft Access], spam/antivirus, firewall or other security software, etc.)

D. Major IT related strategies or initiatives over the next 2-4 years:

Transitioning to OET server and e-mail services. Anticipated change from Daedelus program to internet filing system shared with DOLI and OAH. Possible internet or e-mail filing of motions, briefs and other documents by clients of the court. Upgrading and improving court statistics database. Improved backup. Improved reliable and user-friendly web services.

E. Projects or applications with potential for benefiting other agencies:

Shared improvement of Daedelus/internet filing system with DOLI and OAH. Web-based searchable case database. Less down time of e-mail and court server, thus improved access to the court by related agencies and the public.

F. How organized to manage project management and systems development:

We have been maintaining our computer system "by the seat of our pants" with an administrative tech and a staff attorney with some computer experience. We used to have a contract with an outside, private consultant/ vendor to install, upgrade and maintain the Novell/ GroupWise network and network services. We have no budget to pay for any IT needs at the current time.

G. Processes or services that could be performed by other agencies:

File storage and e-mail.

H. Potential conflicts with state information strategies, architecture and policy:











None.

Agency IT Portfolio: Workers Comp Court/Appeals

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	320			\$2,280	\$1,934	\$3,720	\$613	\$5,807	\$989				\$15,343
2005 Total:				\$2,280	\$1,934	\$3,720	\$613	\$5,807	\$989				\$15,343
2006	320	\$0	\$0	\$0	\$61	\$3,770	\$137	\$0	\$627	\$0	\$0		\$4,595
2006 Total:		\$0	\$0	\$0	\$61	\$3,770	\$137	\$0	\$627	\$0	\$0		\$4,595
Agency Total:		\$0	\$0	\$2,280	\$1,996	\$7,490	\$750	\$5,807	\$1,616	\$0	\$0		\$19,938

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Daedelus	Shared program with DOLI and OAH for imaging, storage and access to worker's comp case files.	Worker safety and compensation	Mostly internal to agency	Server	1997	2006	Maturity	0 - \$100k
Business Value: 		Technical Condition: 		Comments: It is anticipated that Daedelus will be replaced with a new, internet-based program in the next 2-4 years.				
Mapper (Microsoft Access)	Court statistical, reporting and case service and filing database.	Appeals court admin.	Mostly internal to agency	Server	1986	2000	Growth	0 - \$100k
Business Value: 		Technical Condition: 		Comments: This is a multi-use database used for maintaining addresses and other information for service and filing of cases, as well as statistical information about appeals used for budgeting, reporting and public information. Consultant never finished job - needs improvement and updating.				
WCCA web page	Web page with indexed and searchable database of workers' compensation decisions and other court information.	Appeals court admin.	Public, professionals, other agencies	Server	1999		Growth	0 - \$100k
Business Value: 		Technical Condition: 		Comments:				
Workers' Compensation Decisions database	Networked database containing WCCA decisions from 1984 to the present.	Appeals court admin.	Mostly internal to agency	Server	1990		Maturity	0 - \$100k
Business Value: 		Technical Condition: 		Comments: This database contains our entire work product (appellate decisions) since 1984. The contents are continuously updated.				
ZyIndex	Search and retrieval program for Worker's Compensation decisions (cases).	Appeals court admin.	Mostly internal to agency	PC	1990	2001	Decline	0 - \$100k
Business Value: 		Technical Condition: 		Comments: Program enables judges and staff attorneys to search for and access cases from 1984 to present (stored in WCD database on server).				

Project Portfolio

No Projects Registered

Strategic Information

A. Strategic IT Plan: Updated: 2001

B. Emerging business needs to be address with technology over the next 2-4 years:

Outreach for Zoo Education Programs, Improving Security, Improved Ticketing System which can also capture information on Guests, technology in exhibits and increased usage of webcams (internal and external use)

C1. Major information or technology issues to be addressed over the next 2-4 years:

Managing shared database with a variety of users who have different needs; phone system; tying in technology with new exhibits.

C2. Constraints and impediments to success:

Bandwidth; resources (staffing, equipment, budget)

C3. Platform, architectural or data concerns to be addressed:

Currently the ticketing system does not integrate with our system used for fundraising and membership.

D. Major IT related strategies or initiatives over the next 2-4 years:

New ticketing system; migration to new animal data system; integration of data

E. Projects or applications with potential for benefiting other agencies:

Distance learning; video connections for animal procedures

F. How organized to manage project management and systems development:

Our IT department consists of a lead ITS 3 with a Database Administrator and a Helpdesk support position. The Database Administrator coordinates systems development among all Zoo staff.

G. Processes or services that could be performed by other agencies:

Currently use MAPS and SEMA4 which are supported outside the agency. Hosting streaming video for the Zoo. Other systems are proprietary to our Zoo or Zoos throughout the United States.









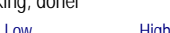
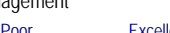
H. Potential conflicts with state information strategies, architecture and policy:

Unique needs of the Zoo. Statewide decisions that we are required to comply with or use that do not work for needs of the Zoo or have costs associated without increased resources.

IT Spend

Fiscal Year	Fund	Salaries	Repairs	Prof/Tech Services	Computer & System Services	Communications	Supplies	Equipment	Other Operating Costs	Agency Provided Tech Serv	Spending For Individuals	Other	Total
2005	100	\$76,617											\$76,617
2005	200	\$52,457	\$104,331	\$465	\$40,689	\$39,759	\$16,086	\$22,171	\$8,867				\$284,826
2005	500						\$422						\$422
2005	690			\$14,908	\$35,169	\$79		\$1,532	\$1,013				\$52,701
2005 Total:		\$129,074	\$104,331	\$15,373	\$75,858	\$39,838	\$16,508	\$23,703	\$9,881				\$414,566
2006	100	\$89,165	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$89,165
2006	200	\$96,842	\$38,602	\$475	\$38,796	\$67,992	\$6,299	\$3,812	\$29,265	\$0	\$0		\$282,082
2006	690	\$0	\$0	\$0	\$10,000	\$0	\$394	\$0	\$0	\$0	\$0		\$10,394
2006 Total:		\$186,007	\$38,602	\$475	\$48,796	\$67,992	\$6,694	\$3,812	\$29,265	\$0	\$0		\$381,641
Agency Total:		\$315,081	\$142,933	\$15,848	\$124,654	\$107,830	\$23,202	\$27,515	\$39,145	\$0	\$0		\$796,207

Application Portfolio

Application	Description	Business Purpose	Customer Group	Platform	Implemented	Last Update	Life Cycle Stage	Operations Cost
Gecko Track	Online education registration database Business Value: 	Education - E-12 Technical Condition: 	Constituent groups Comments:	Server	2002	2006	Growth	0 - \$100k
Medarks / Arks	Animal behavior and medical records Business Value: 	Animal records management Technical Condition: 	Mostly internal to agency Comments:	PC	1999	1999	Maturity	0 - \$100k
Novell GroupWise 5.5	Email, calendaring Business Value: 	Email Technical Condition: 	Mostly internal to agency Comments:	Server	1999	2005	Maturity	0 - \$100k
OVW	Ticketing Application Business Value: 	Collect admission fees Technical Condition: 	Constituent groups Comments:	Server	1999	2006	Maturity	0 - \$100k
Raiser's Edge	Membership tracking, doner Business Value: 	Grants management Technical Condition: 	Mostly internal to agency Comments:	Server	1999	2006	Growth	0 - \$100k

Project Portfolio

No Projects Registered