NORTH DAKOTA LEGISLATIVE COUNCIL

Minutes of the

INFORMATION TECHNOLOGY COMMITTEE

Wednesday, August 27, 2008
Harvest Room, State Capitol
Bismarck, North Dakota

Senator Larry J. Robinson, Chairman, called the meeting to order at 9:00 a.m.

Members present: Senators Larry J. Robinson, Randel Christmann, Rich Wardner; Representatives Craig Headland, Robin Weisz; Chief Information Officer Lisa Feldner

Members absent: Senators Richard Marcellais, Tom Seymour; Representatives Keith Kempenich, David Monson, Kenton Onstad, Mark S. Owens

Others present: Jim W. Smith, Legislative Council, Bismarck

Representatives Merle Boucher and Bob Skarphol, members of the Legislative Council, were also in attendance.

See attached appendix for additional persons present.

LEGISLATIVE INFORMATION TECHNOLOGY PROJECT REPORTING

Mr. Jim W. Smith, Director, Legislative Council, reported on the status of the legislative applications replacement system computer project. He said the project's Executive Steering Group met on June 4, 2008, and learned PTC Global Services, the project vendor, missed a delivery date for one of the project's application bundles. At that time, he said, PTC Global Services indicated the delivery of the application bundle would be delayed approximately three months.

Mr. Smith said the Executive Steering Group met on July 7, 2008, and learned PTC Global Services changed its project manager and lead architect for the project. At that time, he said, PTC Global Services also indicated the new system would not be complete for the 2009 Legislative Assembly.

Mr. Smith said the Legislative Council office changed its project manager on August 6, 2008. He said representatives of the Legislative Council office, PTC Global Services, and the Information Technology Department met on August 13, 2008, to review the proposed new architecture for the project. He said PTC Global Services is in the process of addressing questions that arose from that meeting. At the present time, he said, PTC Global Services anticipates completing requirements gathering by the end of October 2008 and functional specification documents by the end of December 2008. He said design and development of the system is anticipated to follow in January through April 2009.

In response to a question from Senator Robinson, Mr. Smith said the contract with PTC Global Services is a fixed price contract; therefore, the project is not anticipated to cost more than budgeted. He said currently there is approximately $1.8 million remaining to be paid PTC Global Services on the contract.

In response to a question from Senator Christmann, Mr. Smith said the Legislative Council office is currently purchasing project manager services from the Information Technology Department.

REPORT FROM THE CHIEF INFORMATION OFFICER

Ms. Lisa Feldner, Chief Information Officer, Information Technology Department, and representatives of the Information Technology Department provided:

- A report on the recommendations of the State Information Technology Advisory Committee regarding major software projects for consideration pursuant to North Dakota Century Code (NDCC) Section 54-59-02.1.
- A report on the Statewide Longitudinal Data System Committee's plan for a longitudinal data system.
- Information regarding best practices in information technology contracts.
- Recommended information technology statutory changes.

A copy of the information presented is on file in the Legislative Council office.

Major Information Technology Project Prioritization

Mr. Jeff Swank, Information Technology Department, said state agencies were responsible for prioritizing information technology projects for the 2009-11 biennium and submitting their information technology budgets into the budget analysis and reporting system (BARS) by July 15, 2008. He said the State Information Technology Advisory Committee reviewed information regarding proposed major information technology projects for executive branch state agencies, excluding institutions under the control of the State Board of Higher Education and the judicial and legislative branches, and ranked those projects in groups by funding source on August 24 and 25, 2008.

Mr. Swank presented the following prioritization of general fund projects:

	Project	Agency	Preliminary Project Budget	
			General Fund	Total Funds
1	Statewide seamless base map	Adjutant General	$2,100,000	$2,100,000
2	Computer-aided dispatch - Phase 2	Adjutant General	2,000,000	2,000,000
3	Additional State Radio towers	Adjutant General	7,200,000	7,200,000
4	Longitudinal data system	Information Technology Department	6,085,270	6,085,270
5	Eligibility determination system replacement	Department of Human Services	9,250,000	18,500,000
6	North Dakota business development engine	Secretary of State	3,400,698	3,400,698
6	Elementary and secondary education PowerSchool hosting	Information Technology Department	3,180,000	3,180,000
8	Taxpayer access program/financial institution tax	Tax Department	1,250,000	1,250,000
9	Criminal Justice Information Sharing (CJIS) Initiative project pool	Information Technology Department	1,027,535	1,327,535
10	Oil and gas taxes - GenTax integration	Tax Department	1,500,000	1,500,000
11	Business intelligence and data warehouse	Office of Management and Budget	500,000	500,000
12	Data center remodel	Information Technology Department	1,635,000	1,635,000
13	Integrate offender management systems	Department of Corrections and Rehabilitation	3,000,000	3,000,000
	Total		$42,128,503	$51,678,503

Mr. Swank presented the following prioritization of special funds projects:

	Project	Agency	Preliminary Project Budget
1	Student loan lender system	Bank of North Dakota	$3,500,000
2	Lab information management system replacement	Attorney General's office	700,000
3	Driver's license system replacement	Department of Transportation	15,000,000
4	System web portal	Workforce Safety and Insurance	1,500,000
5	Enterprise e-mail retention	Information Technology Department	1,065,000
6	FileNet - Phase 2	Workforce Safety and Insurance	950,000
7	Claims scanning	Workforce Safety and Insurance	350,000
	Total		$23,065,000

Mr. Swank presented the following prioritization of federal fund projects:

	Project	Agency	Preliminary Project Budget
1	Offender checking	Attorney General's office	$731,328
2	Longitudinal data system	Department of Public Instruction	5,000,000
3	Asset management analysis	Department of Transportation	503,000
	Total		$6,234,328

Mr. Swank said the Information Technology Department will forward the prioritization to the Office of Management and Budget for consideration in the development of the Governor's budget recommendation.

In response to a question from Senator Christmann, Mr. Swank said the project budgets are preliminary. He said several agencies are in the process of finalizing their budget requests for the 2009-11 biennium.

Statewide Longitudinal Data System

Ms. Feldner said the Statewide Longitudinal Data System Committee awarded a contract to Claraview for assistance with a plan for a statewide longitudinal data system. She said Claraview provided a plan and budget for implementing a longitudinal data system in June 2008. She said Claraview identified the following themes regarding a proposed statewide longitudinal data system:

- There is strong support across state agencies to share key information and leverage the benefits of longitudinal data analysis that a statewide longitudinal data system can provide.
- There are data quality challenges surrounding the implementation of a statewide longitudinal data system that must be solved to achieve a successful project.
- Opportunities exist for each state agency to enhance its data warehousing and data analytics capabilities.

Ms. Feldner said Claraview identified the following policy challenges to be considered in designing and selecting an approach to a statewide longitudinal data system:

- A process for maintaining the state ID in a student's postsecondary records for a former North Dakota kindergarten through grade 12 student transitioning to higher education.
- The North Dakota University System needs to adopt a process for enrolling or registering

workforce training program students in the ConnectND system upon their participation in University System workforce training programs.

- The statewide longitudinal data system needs to be compliant with federal privacy laws and should meet the Data Quality Campaign's 10 essential elements and fundamentals for P-12 longitudinal data systems.

Ms. Feldner said Claraview identified the following recommendations:

Data warehousing capabilities	Implement a statewide longitudinal data warehouse.
	Implement a kindergarten through grade 12 data warehouse.
	Implement agency-specific data warehouses.
	Allow continued Viewpoint--kindergarten through grade 12 data warehousing system--rollout among school districts.
	Define a data integration strategy.
Reporting	Relocate and reconfigure FINDET.
	Select a business intelligence reporting tool.
Business process reengineering	Implement an Education and Workforce Council.
	Implement formal data quality processes.
Operational support	Roll out the PowerSchool application to all kindergarten through grade 12 schools.
	Educate users to develop data analysts.
Data governance	Align student identifiers.
	Implement agency-based data governance councils.
	Establish and enforce longitudinal data systemwide data standards.
	Mitigate interagency data sharing issues.
	Implement a master client index solution.
Roadmap implementation	Develop an action memorandum.

Ms. Feldner said the Statewide Longitudinal Data System Committee has approved the recommendations and is working on developing an implementation plan and budget for the project.

In response to a question from Senator Robinson, Ms. Feldner said the Information Technology Department will be requesting $6 million from the general fund for the 2009-11 biennium for beginning the implementation of a statewide longitudinal data system.

Information Technology
Contracts Best Practices

Mr. Pat Forster, Information Technology Department, said information technology contract risks are in the areas of cost, scope management, schedule performance, and technology. In regard to scope management, he said, an information technology project should have a statement of work, including clearly defined deliverables, and a project management plan, including information regarding scope, schedule, quality, budget, and communications. In regard to schedule performance, he said, payments to vendors should be based on

deliverables and milestones and a certain percentage of the budget should be retained or held back until the project is completed.

In response to a question from Senator Christmann, Mr. Forster said state agencies are including liquidated damages provisions in more information technology contracts. He said it is important to include liquidated damages provisions in contracts for projects with strict timelines. He said liquidated damages provisions must be negotiated with the vendor, which may be difficult.

In response to a question from Representative Skarphol, Mr. Forster said the Attorney General's office and the Office of Management and Budget have established guidelines for information technology contracts.

Recommended Information Technology
Statutory Changes

Ms. Feldner said the CJIS Board is considering a statutory change to increase the membership on the board. She said the Attorney General's office is working on drafting the legislation.

HIGHER EDUCATION INFORMATION
TECHNOLOGY INITIATIVES

Mr. Rich Lehn, Assistant to the Chief Information Officer, North Dakota University System, provided information regarding the quarterly summary status report on large information technology projects, including a project closeout report for the campus solutions upgrade project and a project startup report for the Northern Tier Network project. A copy of the information presented is on file in the Legislative Council office.

For the period ending June 30, 2008, Mr. Lehn said University System major projects included the TouchNet project and a campus solutions upgrade.

Mr. Lehn said the purpose of the TouchNet project is to implement software modules that will allow all campuses to begin accepting online credit card payments with payments processed through a payment card industry-compliant vendor. He said the project will eliminate any card information being retained by campuses and will eliminate compliance requirements and related risks. As of June 30, 2008, he said, Phases 1, 2, and 3 were completed on budget and with a two-week delay due to problems in Phase 1 related to a multicampus environment. He said Phase 4 of the project is underway. He said Valley City State University, Bismarck State College, and Minot State University began using the system for the fall 2008 semester, and the remaining institutions will begin using the system for the spring 2009 semester.

Mr. Lehn said the campus solutions upgrade project includes the upgrade of the ConnectND student administration system from Version 8 to new PeopleSoft campus solutions Version 9, the changing of the database from Microsoft SQL to Oracle, and the

implementation of the user productivity kit. He said the project was completed on schedule and under budget with actual expenditures of $1,136,226, compared to estimated expenditures of $1,350,000.

Mr. Lehn said the Northern Tier Network is an advanced network project serving the cyberinfrastucture needs of institutions within the North Dakota University System and its public and private sector partners. He said the estimated cost for the project is $6 million of one-time costs for implementing the network and $1 million of annual recurring costs for maintenance of the network.

In response to a question from Senator Christmann, Ms. Bonnie Neas, Vice President for Information Technology, North Dakota State University, said the 2007 Legislative Assembly provided the University System one-time funding of $3,773,000 from the permanent oil tax trust fund for costs associated with implementing the Northern Tier Network. She said the University System also received a federal grant for one-time costs associated with the project. She said the University System anticipates approximately $1 million of the funding from the permanent oil tax trust fund will be carried forward to fiscal year 2010 and will be used to pay for annual maintenance costs.

In response to a question from Senator Christmann, Ms. Neas said STAGEnet delivers Internet2 to kindergarten through grade 12.

In response to a question from Senator Christmann, Ms. Neas said NDCC Section 15-10-45 provides that the University System may use the Northern Tier Network infrastructure only for the purpose of supporting the research and education missions of the University System. She said the University System may not use the Northern Tier Network infrastructure for traditional Internet, voice, video, or other telecommunications services beyond those required for research networks.

In response to a question from Senator Christmann, Ms. Neas said the provisions of NDCC Section 15-10-45 prohibit the University System from utilizing commercial peering services offered through Internet2.

Senator Christmann requested the University System provide the committee with a written definition of the activities prohibited by NDCC Section 15-10-45.

Ms. Neas provided a status report on the Northern Tier Network project. She said the Northern Tier Network is an ultra high-speed regional network with multiple optical waves capable of transferring about 10 gigabytes of information per second per wave. She said the network supports the research and education mission of its members. She said each Northern Tier Network state is responsible for the development and ongoing support of its segment of the network.

Ms. Neas said planning is underway for the north and south segment of North Dakota's share of the Northern Tier Network. She said the University System will be requesting state funds of $1 million per year beginning with the second year of the 2009-11 biennium to sustain the state's segments of the network. She said the University of North Dakota and North Dakota State University will pay for the ongoing costs of their respective campus network upgrades. She said the University System will also be seeking support to clarify and reduce the legislative requirements placed on the Northern Tier Network and the University System by the 2007 Legislative Assembly. She said the University System is attempting to work with the in-state telecommunications carriers to come to an agreeable solution. A copy of the information presented is on file in the Legislative Council office.

Ms. Laura Glatt, Vice Chancellor for Administrative Affairs, North Dakota University System, provided information regarding University System information technology-related budget request items for the 2009-11 biennium. She said the following is a summary of specific information technology-related budget request items for the 2009-11 biennium beyond regular parity or cost to continue funding requests:

Base funding	
Current bandwidth services - For the 2007-09 biennium, $420,000 of system information technology services parity cost was funded as one-time funding instead of base funding. The one-time funding was used to cover the costs of current bandwidth during the 2007-09 biennium. Bandwidth demands are not anticipated to decrease in the 2009-11 biennium; therefore, base funding is needed to sustain current bandwidth services.	$420,000
Future bandwidth services - Funding to cover increased bandwidth needs based on projected traffic growth of 50 percent.	800,000
ODIN web developer - A new position to enhance and ease the use of the library system.	150,000
Northern Tier Network maintenance - Funding to cover annual maintenance costs for the Northern Tier Network for the second year of the 2009-11 biennium. Maintenance costs for the first year of the biennium will be covered with carryover funding from the 2007-09 biennium.	1,000,000
FINDET - Staff and related costs to continue support of the two full-time equivalent positions that provide information on graduates and student performance. This level of funding will also provide 100 percent of the support for this activity in the University System office budget.	155,320
Subtotal - Base funding	$2,525,320
One-time funding	
Interactive Video Network (IVN) CODEC replacement - The videoconference technology in IVN classrooms needs to be upgraded to allow for high-definition videoconferencing.	$350,000

CIS collaboration and emergency pool - Funding to be allocated by the University System chief information officer in support of technology and tools that foster more effective and efficient delivery of central information technology services and to address unforeseen needs not anticipated in the budget process.	200,000
Joint North Dakota University System and University of North Dakota information technology facility - Funding for a facility to jointly house University System information technology service operations and University of North Dakota information technology systems and services.	11,200,000
Subtotal - One-time funding	$11,750,000
Grand total	$14,275,320

A copy of the information presented is on file in the Legislative Council office.

The committee recessed for lunch at 11:30 a.m. and traveled to St. Alexius Medical Center, 900 East Broadway Avenue, Bismarck. The committee reconvened at 12:30 p.m.

OTHER BUSINESS

Ms. Nancy Willis, Vice President Government Relations and Marketing, St. Alexius Medical Center, welcomed the committee to the medical center.

Ms. Lynette Dickson, Program Director, Center for Rural Health, University of North Dakota School of Medicine and Health Sciences, provided an overview of the North Dakota Health Information Technology Steering Committee. She said the North Dakota Health Information Technology Steering Committee was established in 2006. She said Senate Bill No. 2303 was introduced during the 2007 legislative session to formalize the committee in statute and establish a health information technology grant program. She said the bill was defeated but an amendment to 2007 House Bill No. 1021 did establish the committee in North Dakota Century Code. She said the mission of the committee is to facilitate the adoption and use of health information technology and exchange to improve health care quality, patient safety, and overall efficiency of health care and public health services in North Dakota. She said the committee is in the process of completing a health information technology survey of the state's medical facilities and developing a statewide health information technology report. She said the committee is also developing a request for consideration by the 2009 Legislative Assembly. A copy of the information presented is on file in the Legislative Council office.

In response to a question from Senator Robinson, Ms. Dickson said the steering committee will be able to provide the committee with more information regarding the statewide health information technology report at the committee's next meeting.

Mr. Todd Bortke, St. Alexius Medical Center, provided information regarding the medical center's electronic medical records system, including a demonstration of the system. He said the medical center had to address several challenges when implementing an electronic medical records system, including multiple organizations, different chart numbers, security, and many originating systems. He said the medical center decided to develop an in-house system--MedAssist. He said the system includes information such as laboratory reports, radiology reports, medications, immunizations, allergies, diagnostic tests, and digital pictures. A copy of the information presented is on file in the Legislative Council office.

In response to a question from Senator Robinson, Mr. Bortke said St. Alexius Medical Center has two full-time equivalent positions and one contract employee working on developing and enhancing the MedAssist system.

The committee recessed at 1:30 p.m., returned to the Harvest Room, State Capitol, and reconvened at 1:50 p.m.

HIGHER EDUCATION INFORMATION TECHNOLOGY INITIATIVES

Dr. Richard McCallum, President, Dickinson State University, provided information regarding the university's Theodore Roosevelt Center, including information on the digitization program with the Library of Congress and related information technology needs. He said the university received a $150,000 general fund appropriation for the 2007-09 biennium for costs associated with establishing a Theodore Roosevelt Center. He said the university is using the funding for establishing and implementing a digitization program with the Library of Congress. He said the university will receive 600,000 documents in digital form from the Library of Congress. He said the university's mission is to electronically present the historical documents. A copy of the information presented is on file in the Legislative Council office.

Ms. Feldner provided comments regarding Dickinson State University's information technology needs relating to the university's Theodore Roosevelt Center. She said the Information Technology Department will be hosting the data files for the university. She said the task for the university will be to analyze and index each file. She said the department and the university are working with the local telecommunications carriers to connect the university to the Northern Tier Network.

INFORMATION SYSTEM AUDIT

Mr. Donald LaFleur, Audit Manager, Information Systems Audit Section, State Auditor's office, presented the information system audit of the Information Technology Department for the year ended December 31, 2007. He said the audit report is intended to provide interested parties with information sufficient to understand the general controls of the Information Technology Department. He said the

audit report contains the following three recommendations:
- The Information Technology Department has not tested the disaster recovery plan.
- The Information Technology Department lacks a formal security plan.
- The Information Technology Department lacks a formal risk assessment framework.

A copy of the audit report is on file in the Legislative Council office.

LARGE INFORMATION TECHNOLOGY PROJECT REPORTING

Mr. Mark Molesworth, Enterprise Project Manager, Information Technology Department, provided information regarding the quarterly summary status report on large information technology projects. For the period ending June 30, 2008, he said, the following eight projects were reported in the planning stage:

Agency	Project
Secretary of State	Data processing system
Department of Human Services	Electronic benefits transfer reprocurement
State Department of Health	Disease surveillance and management system
Department of Public Instruction	Direct certification
Information Technology Department	Statewide automated victim information notification system
	CJIS Initiative portal
Adjutant General - Department of Emergency Services	Computer-aided dispatch
Office of Management and Budget	ConnectND system - Absence management

Mr. Molesworth said the following four projects were moved into the execution phase:

Agency	Project
Department of Human Services	Continuous eligibility
	Master client index
Department of Public Instruction	Foundation aid system rewrite
	Teacher licensure application rewrite

Mr. Molesworth said the following three projects were reported complete:

Agency	Project	Budget Variance	Schedule Variance
Department of Human Services	Medicaid enterprise management and administration reporting system	Within variance	Over variance
Attorney General	Automated fingerprint identification system upgrade	Within variance	Over variance
Secretary of State	Central voter file	Under budget	Over variance

Mr. Molesworth said the following four projects have reported budget or schedule variances and are being monitored closely:

Agency	Project	Budget or Schedule Variance
Department of Human Services	Medicaid management information system replacement project	The Information Technology Department is monitoring this project closely because the project has not been able to produce an integrated schedule. Without the integrated schedule, the department is unable to verify any project schedule variance.
Job Service North Dakota	Case management system	The project was rolled out on schedule; however, the agency is trying to get full functionality from the system. The agency has extended the project schedule to leverage holdback funds.
Legislative Assembly	Legislative applications replacement system	The project has experienced critical schedule delays and will not be complete prior to the next legislative session.
Information Technology Department	CJIS Initiative portal	The project was out of compliance because execution was entered without a project plan on file with the Information Technology Department. A project plan has now been filed, and the project is proceeding.

A copy of the information presented is on file in the Legislative Council office.

Department of Human Services

Ms. Jennifer Witham, Director, Information Technology Services, Department of Human Services, provided:
- Information regarding the status of the Medicaid management information system replacement project.
- A project startup report for the department's electronic benefits transfer project.
- A project closeout report for the department's Medicaid enterprise management and administrative reporting system project.

Ms. Witham said the Medicaid management information system replacement project's overall status is currently in the yellow category. She said this status reflects that the Department of Human Services is negotiating with ACS State Healthcare, LLC (ACS), the project vendor, regarding revisions to the project schedule. She said scheduled negotiations with ACS are focused on the postdesign phases of the project, including the estimation of the implementation work effort to finalize system configuration, data conversion, training, and system and user acceptance testing. She said all of these functions are highly dependent on the timely delivery of the ACS product with North Dakota requirements. She said the following is a summary of project expenditures through July 2008:

	Project Budget	Expenditures	Budget Remaining
General fund	$3,643,133	$982,214	$2,660,919
Federal funds	55,218,418	15,329,298	39,889,120
Other funds	3,667,820	1,007,597	2,660,223
Total	$62,529,371	$17,319,109	$45,210,262

A copy of the information presented is on file in the Legislative Council office.

In response to a question from Representative Skarphol, Ms. Witham said the Medicaid management information system replacement project is approximately six weeks behind schedule.

In response to a question from Senator Robinson, Ms. Witham said the project team is in the process of detailed system design. She said this work effort is scheduled to be completed by mid-January 2009.

Ms. Witham said the department must reprocure a vendor to provide electronic benefits transfer of food stamp benefits because the current contract with JP Morgan expires June 30, 2009. She said this project started on August 1, 2008, and is estimated to be completed in September 2009. She said the project's estimated cost is $320,000, including costs associated with training, temporary staff, and project management.

Ms. Witham said the department's Medicaid enterprise management and administrative reporting system project consisted of the implementation of ACS's enterprise management and administrative reporting system to provide Medicaid utilization and budget forecasting reports over the legacy claims. She said the project was completed slightly over budget with actual expenditures of $374,642 compared to a project budget of $337,114. She said the project was completed in April 2008 approximately two months after the original scheduled completion date of February 2008.

Information Technology Department - Criminal Justice Information Sharing Initiative Portal Project

Ms. Pam Schafer, Director, CJIS Initiative, Information Technology Department, provided a project startup report for the department's CJIS 2.0 portal project. She said the CJIS portal is a web-based application that provides criminal justice personnel access to view records from across organizational boundaries. She said the portal uses modern integration technology to transfer detailed record information from the Attorney General's office, Department of Corrections and Rehabilitation, judicial branch, Department of Transportation, and participating local law enforcement. She said the CJIS 2.0 portal project modifies the existing portal to provide that the addition of new record types is accomplished by configuration rather than through development. She said the project is estimated to cost $280,000 and is estimated to be completed in January 2009. A copy of the information presented is on file in the Legislative Council office.

Secretary of State

Mr. Alvin A. Jaeger, Secretary of State, provided:
- A project closeout report for the agency's central voter file project.

- Information regarding the agency's data processing system project.

Mr. Jaeger said the agency's central voter file project completed the agency's election improvement program by tying together the uniform election system and the election management system under the umbrella of the PowerProfile EE. He said the project provides the state and all 53 counties a uniform and single administration tool to more efficiently and effectively manage elections. He said the project was completed in May 2008, nine months later than the original project scheduled completion date of August 2007. He said the project was completed under budget with actual expenditures of $1,255,692, compared to estimated expenditures of $1,523,574.

Mr. Jaeger said the agency discontinued its knowledge base/central indexing system project on February 15, 2008, because the application source code was dysfunctional. Due to the importance, critical need, and public demand for enhanced services, he said, the agency began work on a new plan for enhancing the agency's central indexing system functions. He said the agency issued a request for proposal to four interested vendors on May 16, 2008, for a commercial off-the-shelf data processing system to replace the current central indexing system. He said proposals were due in June 2008, and the agency has signed a contract with one of the vendors. He said the project is anticipated to be completed within one year. He said the estimated cost of the project is $600,000, and the agency has available funding within its current 2007-09 legislative appropriation for the project. He said the project will, however, require licensing fees of $750,000 for the 2009-11 biennium.

Office of Management and Budget - Absence Management Project

Mr. Toby Mertz, Office of Management and Budget, provided a project startup report for the agency's absence management project. He said the purpose of the project is to implement Oracle's PeopleSoft absence management module for selected pilot state agencies. He said the module will provide state agencies with an online, self-service absence request and management application. He said the estimated cost of the project is $551,000, and the project is anticipated to be completed by November 2008. A copy of the information presented is on file in the Legislative Council office.

In response to a question from Representative Skarphol, Mr. Mertz said the pilot state agencies are the Tax Department, Bank of North Dakota, Public Employees Retirement System, Workforce Safety and Insurance, Office of Management and Budget, and Supreme Court.

Department of Human Services

Mr. Mike Schwindt, Director, Child Support Enforcement Program, Department of Human Services, provided information regarding the

department's child support enforcement program awards. He said the department recently received the National Child Support Enforcement Association's (NCSEA's) 2008 Outstanding Program Award and he was awarded NCSEA's 2008 Outstanding Manager Award. He said individuals employed by the program have consistently received awards from the North Dakota Family Support Conference. In 2007, he said, the department's Parental Responsibility Initiative in the Development of Employment (PRIDE) program was recognized by the Council of State Governments with its Innovations Award. In 2006, he said, the department's program received the Outstanding State Program Award from the Western Interstate Child Support Enforcement Council, which includes all states west of the Mississippi River. A copy of the information presented is on file in the Legislative Council office.

State Department of Health - Disease Surveillance Management System Project

Mr. Kirby Kruger, State Department of Health, provided a project startup report for the department's disease surveillance management system project. He said the department must have an electronic disease surveillance system and outbreak management system to conform to federal standards. He said the department contracted with a vendor to develop a web-based electronic disease surveillance and management system in 2003. Since that time, he said, the needs of the department as well as federal standards have continued to evolve and the vendor originally selected is no longer able to support the current version of its software and to meet the needs of the department. Therefore, he said, the department began reviewing other alternatives. He said the department has decided to implement a flexible and configurable, commercial off-the-shelf electronic disease surveillance and outbreak management system. He said the project began in July 2008 and is estimated to be completed in March 2009. He said the estimated cost of the project is $550,000. A copy of the information presented is on file in the Legislative Council office.

In response to a question from Representative Weisz, Mr. Kruger said the vendor of the commercial off-the-shelf system has indicated that its product will be upgraded in the future to remain compliant with new federal regulations.

In response to a question from Representative Weisz, Mr. Kruger said the new system's maintenance agreement will cost approximately $100,000 per year.

Attorney General's Office - Automated Fingerprint Identification System Upgrade

Ms. Judy Volk, Attorney General's office, presented a project closeout report for the agency's automated fingerprint identification system upgrade. She said the Bureau of Criminal Investigation is a partner in the Midwest Automated Fingerprint Identification Network with the Minnesota Bureau of Criminal Apprehension and South Dakota Division of Criminal Investigation. She said fingerprint records are currently processed and stored on an automated fingerprint identification system managed by the Minnesota Bureau of Criminal Apprehension. She said the equipment had reached the end of its useful life and storage for fingerprints was at capacity; therefore, this project upgraded the equipment and software of the system. She said the project was completed in June 2008, six months after the scheduled completion date of December 2007. She said the project was completed over budget with actual expenditures of $394,825, compared to the estimated cost of $385,025. A copy of the information presented is on file in the Legislative Council office.

OTHER

No further business appearing, Chairman Robinson adjourned the meeting at 3:32 p.m.

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Roxanne Woeste
Assistant Legislative Budget Analyst and Auditor

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Allen H. Knudson
Legislative Budget Analyst and Auditor

ATTACH:1