

CIO Report to the Legislative Finance Committee

June 10, 2011

A. MITA Compliance and Exceptions to Information Technology (IT) Standards, Policies and Statute (2-17-515, MCA)

a. MITA Compliance

No compliance issues to report.

b. Exception Requests Granted

DOA was granted an exception to the AES Encryption Standard for the Interoperability Montana Project on December 29, 2010

DPHHS was granted an exception to ENT-SEC-130 for the Use of NetScaler Appliance on January 28, 2011

DOR was granted an exception to the Interim Policy – Security of Sensitive Data for performing tax audits of foreign companies in foreign countries on March 10, 2011

c. Exception Requests Rescinded

No exceptions were rescinded during this reporting period.

B. IT Projects (2-17-526, MCA)

Information can be found in the attached IT Portfolio Report.

C. Policies (5-12-205, MCA)

1. Enterprise Policies, Standards, and Procedures Published.

Statewide Policy: Enterprise Information Systems Acquisition

Statewide Policy: Information Technology Project Management

Fiscal Impact: While the direct and indirect cost of instituting formal project management will vary from project to project and from agency to agency, it is believed that the state will actually save money through implementing this policy and the associated reporting procedures. The only tangible fiscal impact that the State IT PMO expects for the agencies, is that the standard is not public domain. While some of the agencies already have purchased the PMBOK standard, others may want to purchase one or more copies for their internal use. Each copy of the standard is approximately \$60 depending on where or how the agency elects to purchase it. As the standard is living document, there will be the need to purchase newer editions in the future.

2. Enterprise Policies, Standards, and Procedures – In Development.

- a. **Statewide Policy: Social Media** – Establishes the requirement for using social media within agencies by allowing for the use of social media based upon business needs of the agency. The policy was developed by the Social Networking Taskforce. The task force was made up of legal, HR, business process owners, and IT personnel from various agencies. **The policy has been put on hold by the Governor’s Office.** There is no significant fiscal impact associated with this policy.
- b. **Enterprise Information Systems Acquisition Procedures** - establishes the requirements to implement consistent practices and performance standards for acquisition of information technology and related services by agencies, and establishes the framework for the development of standards, specifications, and procedures based on national, international, or industry standards to include:
Statewide Standard: Software Asset Management
Statewide Standard: Software Acquisition Life Cycle
- c. **Information Technology Project Management Procedures** - establishes the requirements to implement consistent practices and performance standards for Information Technology Project Management by agencies, and establishes the framework for the development of standards, specifications, and procedures based on national, international, or industry standards to include:
Statewide Procedure: Project Management Baseline Approval Report
Statewide Procedure: Project Management Status Reporting
Statewide Procedure: Project Management Closeout Report
- d. **State Government Continuity Program Policy** - establishes the requirements to implement consistent practices and performance standards for State Continuity of Operations/Continuity of Government (COOP/COG) by agencies, and establishes the framework for the development of standards, specifications, and procedures based on national, international, or industry standards to include:
Statewide Standard: State Government Continuity of Government
Statewide Standard: State Government Continuity of Operations
Statewide Procedure: Business Continuity Planning
- e. **Statewide Information Technology Planning Policy** - establishes the requirements to implement consistent practices and performance standards for IT Planning by agencies, and establishes the framework for the development of standards, specifications, and procedures based on national, international, or industry standards to include:
Statewide Standard: IT Planning
Statewide Procedure: Agency IT Planning
Statewide Procedure: Biennial IT Reporting
Statewide Procedure: State Strategic IT Planning
- f. **Statewide Information Security Standards** - establishes the requirements to implement consistent practices for information security by agencies, and establishes

the framework for the development of specifications, and procedures based on national, international, or industry standards to include:
Statewide Standard: Information Security Access Control
Statewide Standard: Information Security Identification and Authentication

3. CIO Advisories

- a. A CIO Advisory to announce the publication of the 2011 Biennial Report for Information Technology was published on November 29, 2010.
http://sitsd.mt.gov/content/policy/advisories/CIO_Advisory_20101129a_Biennial_Report_for_IT
- b. A CIO Advisory to announce the review of the Draft Statewide Policy: IT Project Management was published on December 3, 2010.
http://sitsd.mt.gov/content/policy/advisories/CIO_Advisory_20101203a_Statewide_IS_Policy_Review_2010_Dec_03.pdf
- c. A CIO Advisory to announce the review of the Draft Statewide Policy: Voice Menu Service was published on December 29, 2010.
http://sitsd.mt.gov/content/policy/advisories/CIO_Advisory_20101229a_Statewide_Voice_Menu_Policy_Review_2010_Dec_29.pdf
- d. A CIO Advisory to notify agencies that SITSD will no longer provide Novell Netware/OES services past July 1, 2013 was published on February 3, 2011. Agencies that wish to continue using Novell past this date will be responsible for obtaining their own enrollment and funding.
http://sitsd.mt.gov/content/policy/advisories/CIO_Advisory_20110203a_Novell_Services_Discontinued_2011_Feb_03.pdf
- e. A CIO Advisory to notify agencies of the approval of the Statewide Policy IT Project Management was published on February 8, 2011.
http://sitsd.mt.gov/content/policy/advisories/CIO_Advisory_20110208a_Statewide_Policy_IT_Project_Management-2011Feb08.pdf
- f. A CIO Advisory to announce the review of the Draft Information System Policy Instruments; Statewide Policy: Social Media, and Guidelines for Social Media Use was published on February 28, 2011
http://itsd.mt.gov/content/policy/advisories/CIO_Advisory_20110228a_Statewide_Social_Media_Policy_Review_2011Feb28.pdf
- g. A CIO Advisory to remind agencies of their requirements to implement Title 2, Chapter 6, Part 5 Agency Protection of Personal Information was published on May 11, 2011.
http://sitsd.mt.gov/content/policy/advisories/CIO_Advisory_2011_05_11_Protection_of_Personal_Information.pdf

D. State of Montana Biennial Report of Information Technology 2011 (2-17-521, MCA)

ITSD published the Biennial Report for Information Technology 2011 on November 15, 2010

E. State Strategic IT Plan (2-17-522, MCA)

1. State Strategic IT Plan – SITSD has developed the Strategic Information document aligned with the top ten priorities as identified by the National Association of State CIOs (NASCIO). On June 1, 2011, this document was briefed to the ITMC. Over the next few months, the ITMC will be developing strategies, goals, and objectives to be presented to the ITB during their September meeting for review and comments.
2. Agency IT Plans – Agencies will be reminded to update their IT plans as a result of any legislative action. They will also be reminded to update their enterprise inventories during the September/October timeframe. Publishing of the IT Plan Templates, Instructions, and Guidance for the next biennium will occur March 2012.

F. Coordination with OBPP

OBPP and DOA/ITSD continue working toward the goal of coordinating the IT planning and budgeting cycles. Agencies will be updating information in MBARS to capture changes from the legislative process.