

CIO Report to the Legislative Finance Committee

September 29, 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

Department of Revenue was granted an exception to ENT-SEC-072 so that the ORION information system could be monitored using an automated system on May 24, 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c. Exception Requests Rescinded

No exceptions were rescinded during this reporting period.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: State Government Continuity Program - establishes the requirement for the development and implementation of a Continuity Capability for Continuity of Government (COG) and Continuity of Operations (COOP).
Fiscal Impact: Negligible impact. This program codifies already operational activities.

Statewide Policy: Social Media - establishes the requirements for an agency's use of Social Media as a tool for communicating with its customers and the public. The State shall implement and use Social Media based on an agency's identified business needs consistent with this policy.
Fiscal Impact: Negligible impact.

Statewide Standard: Software Asset Management - establishes the statewide specification and process requirements for the management of software assets.
Fiscal Impact: The full fiscal impact of this standard is unknown. SITSD will be implementing a program to assist agencies in meeting requirements. It is anticipated that less than ¼ FTE per agency per year will be required.

Statewide Standards: Information Security Access Control (AC) and Identification and Authentication (IA) - establishes the specifications and process requirements to implement the access (AC) and identification and authentication (IA) security controls specified within the National Institute of Standards and Technology Special Publication 800-53 (NIST SP800-53) Recommended Security Controls for Federal Information Systems and Organizations.

Fiscal Impact: The full fiscal impact is unknown based on the unique needs of the agencies. In many cases, these should codify already operational activities.

Statewide Policy: Information Technology Planning and related instruments - establishes the Information Technology planning responsibilities and actions required under the Montana Information Technology Act and its associated Administrative Rules. This Policy, along with its associated Standard and Procedures, defines the enterprise Information Technology planning requirements, the planning cycle, and the major milestones and deliverables.

Fiscal Impact: Negligible impact. This codifies already operational activities.

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

- a. **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

3. CIO Advisories

- a. A CIO Advisory to announce the review of the Draft State Government Continuity Program Policy and related instruments was published on June 3, 2011.
http://sitsd.mt.gov/content/policy/advisories/CIO_Advisory_1261_A002.pdf
- b. A CIO Advisory to announce the review of the Draft Statewide Information Technology Planning Policy and related instruments was published on June 8, 2011.
http://sitsd.mt.gov/content/policy/advisories/CIO_Advisory_1121A01_IT_Planning
- c. A CIO Advisory to announce the review of the Draft Statewide Information Security Access Control (AC) and Identification and Authentication (IA) Standards was published on June 9, 2011.
http://sitsd.mt.gov/content/policy/advisories/CIO_Advisory_1260_A003
- d. A CIO Advisory to announce the review of the Draft Statewide Software Asset Management Standard was published on June 20, 2011.
http://sitsd.mt.gov/content/policy/advisories/CIO_Advisory_1140_001.pdf
- e. A CIO Advisory to notified agencies of approval of the State Government Continuity Program and related instruments was published on June 29, 2011.
<http://sitsd.mt.gov/content/policy/advisories/1240.A004>

- f. A CIO Advisory to notify agencies of the approval of the Statewide Social Media Policy and related instruments was published on August 4, 2011.
http://sitsd.mt.gov/content/policy/advisories/1170-A001_Social_Media_Approval
- g. A CIO Advisory to notify agencies of the approval of the Statewide Information Security Access Control and Identification and Authentication Standards was published on August 16, 2011.
<http://sitsd.mt.gov/content/policy/advisories/1140.A001>
- h. A CIO Advisory to notify agencies of the approval of the Statewide Software Asset Management Standard was published on August 16, 2011.
<http://sitsd.mt.gov/content/policy/advisories/1240.A005>
- i. A CIO Advisory to notify agencies of the approval of the Statewide Information Technology Planning Policy and related instruments was published on August 17, 2011.
<http://sitsd.mt.gov/content/policy/advisories/1120-A001>

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

SITSD will begin the development process for the Biennial Report for Information Technology 2013 on July 1, 2012

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

1. State Strategic IT Plan – SITSD has developed the draft strategic goals and objectives aligned with the ITMC, Agency IT mission statements, and the National Association of State CIOs (NASCIO). Over the next few months, SITSD with review and input from the ITMC and ITB will be continuing to refine the draft goals and objectives and developing action items to the objectives. The full document will be ready for the ITB review at their October meeting.
2. Agency IT Plans – As of August 15, agencies have updated their IT Plans as required. Agencies will be reminded to update their enterprise inventories during the September/October timeframe due to modifications to the information system used to collect the inventories. 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.