

# Report Title: IT Strategic Plan Summary

Agency: 157 Compensation Board

## Current Operational IT Investments

***In this section, describe the high-level strategy the agency will use to manage existing operational IT investments over the next year to 5 years. This section should align with identified Business Requirements for Existing Technology (BReTs). At minimum, please address the following questions in your description of your agency's strategy for managing existing operational IT investments:***

***Are there existing IT investments that will require additional funding over the next year to 5 years, such as license renewals, re-competition of current IT contracts, or system enhancements required by the Agency Strategic Plan?***

***If there are systems that will no longer support the agency's business needs, either through poor performance or excessive cost, how does IT leadership in the agency plan to address the issues?***

***If the agency does not have the staff or funding to meet increasing demand for IT services, how will IT leadership fulfill the requests?***

The Compensation Board provides on-going customer service assistance to constitutional officers and their staff. Constitutional officers are assigned a senior fiscal technician with the day-to-day responsibilities for addressing systems and job related questions, issues, and/or problems. However, all Compensation Board staff members are available to provide assistance to its customer base as available/needed.

## Factors Impacting the Current IT

***In this section, the agency will describe the changes in their business environment that will require or mandate changes to the agency's current IT investments. These are requirements and mandates from external sources, such as other agencies or business partners, the agency's customer base, product and service providers, or new federal or state legislation or regulations. The agency must identify the business value of the change, any important deadlines that must be met, and the consequences if the deadlines are not met. In your discussion, be sure to note whether the proposed enhancements are funded or not. If the agency's existing current IT investments will not need enhancement due to requirements or mandates from external sources in the foreseeable future, the agency should enter the following text rather than leave the Factors Impacting the Current IT section blank***

***For each mandated change, summarize your agency's response from your Agency Strategic Plan, and is it the opinion of agency IT leadership that the IT portion of the response is adequately funded?***

***Do the mandated changes affect IT in other Commonwealth agencies, or in other states? If so, how?***

The increasing demands to meet the requirements of SEC-501 will require an agency investment to procure, deploy and manage dual-factor authentication devices (currently RSA). The requirement for dual-factor authentication devices is an unfunded mandate, and also will mean the Compensation Board will not be able to grant access to all of the users requesting access. This requirement greatly limits the Compensation Board's ability to grow their new system.

Additionally, if the dual factor authentication is carried forth to the mainframe systems, this will have an even greater impact.

SECURITY SHARED SERVICES

INTERNET UTILIZATION

CLOUD APPLICATION HOSTING

IT INFRASTRUCTURE TRANSITION

### **Proposed IT Solutions**

***In this section, describe the high-level strategy the agency will use to initiate new IT investments over the next year to 5 years in support of the agency strategic objectives documented in your Agency Strategic Plan. The agency does not need to consider specific technologies at this time, however, the strategy should identify how the IT implementation will provide business value to the organization. This section should align with identified Business Requirements for New Technology (BRnTs). At minimum, please address the following questions in your description of your agency's strategy for initiating new IT investments:***

***What are the most important solutions, based on the priority assigned to the requirements by the business sponsors in your agency, and what is the approach to achieving these priority solutions?***

***If any new IT initiatives will be started in the upcoming budget biennium, is it the opinion of agency IT leadership that it is adequately funded?***

***Does the agency's current IT staff have the appropriate skill set needed to support future agency technologies? If not, what skill sets need to be acquired?***

***If the agency will be engaged in multiple new IT initiatives, how will agency IT staff and agency subject matter experts be used across the initiatives?***

To comply with SEC-501's requirement for dual factor authentication, the Compensation Board will procure and deploy RSA devices to all LIDS users. While the Compensation Board may be able to fund this with savings from other areas, right now this remains unfunded.

The change from CARS to Cardinal will be completed with in-house staff. This means, other initiatives within the agency will not be completed.

# Report Title: Strategic Plan

Agency: Compensation Board

## Current IT Services

| Category                      | Costs Year 1 |     | Costs Year 2 |     |
|-------------------------------|--------------|-----|--------------|-----|
|                               | GF           | NGF | GF           | NGF |
| Projected Service Fees        | \$187,236    | \$0 | \$191,915    | \$0 |
| VITA Infrastructure Changes   | \$0          | \$0 | \$0          | \$0 |
| Estimated VITA Infrastructure | \$187,236    | \$0 | \$191,915    | \$0 |
| Specialized Infrastructure    | \$0          | \$0 | \$0          | \$0 |
| Agency IT Staff               | \$0          | \$0 | \$0          | \$0 |
| Non-agency IT Staff           | \$0          | \$0 | \$0          | \$0 |
| Cloud Computing Service       | \$0          | \$0 | \$0          | \$0 |
| Other Application Costs       | \$0          | \$0 | \$0          | \$0 |
| Total                         | \$187,236    | \$0 | \$191,915    | \$0 |

## Proposed IT Investments

| Category                                 | Costs Year 1 |     | Costs Year 2 |     |
|--|--------------|-----|--------------|-----|
|  | GF           | NGF | GF           | NGF |
| Major IT Projects                        | \$0          | \$0 | \$0          | \$0 |
| Non-Major IT Projects                    | \$0          | \$0 | \$0          | \$0 |
| Agency-Level IT Projects                 | \$0          | \$0 | \$0          | \$0 |
| Major Stand Alone IT Procurements        | \$0          | \$0 | \$0          | \$0 |
| Non-Major Stand Alone IT Procurements    | \$0          | \$0 | \$0          | \$0 |
| Agency-Level Stand Alone IT Procurements | \$0          | \$0 | \$0          | \$0 |
| Procurement Adjustment for Staffing      | \$0          | \$0 | \$0          | \$0 |
| Total                                    | \$0          | \$0 | \$0          | \$0 |

## Projected Total IT Budget

| Category                | Costs Year 1 |     | Costs Year 2 |     | Total Costs |
|-------------------------|--------------|-----|--------------|-----|-------------|
|                         | GF           | NGF | GF           | NGF |             |
| Current IT Services     | \$187,236    | \$0 | \$191,915    | \$0 | \$379,152   |
| Proposed IT Investments | \$0          | \$0 | \$0          | \$0 | \$0         |
| Total                   | \$187,236    | \$0 | \$191,915    | \$0 | \$379,152   |



**Report Title: Business Requirements For Technology**

Agency: Compensation Board (CB)

**157 CB BRet Cloud Readiness Assessment 2018****BRT Type:** Business Requirement for Existing Technology**Date Submitted:** 10/15/2018**Mandate:** Yes**Mission Critical:** Yes**Description:**

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019. The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

- Started the process of creating a cloud services model
- Begun obtaining information about agency systems that can be migrated to a cloud environment
- Provided an overview of the process at the recent agency information technology resources (AITR) meeting
- Planned additional announcements to AITRs regarding remaining steps
- Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle. enabled, VITA will To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud- issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

**BRet: Cardinal****BRT Type:** Business Requirement for Existing Technology**Date Submitted:****Mandate:** No**Mission Critical:****Description:**

Interface to the Department of Accounts (DOA) financial management system (Cardinal).

**BRet: Comply with Audit Requiements****BRT Type:** Business Requirement for Existing Technology**Date Submitted:**

|   |  |
|---|--|
| <b>Mandate:</b>   | Yes  |
| <b>Mission Critical:</b>  |  |
| <b>Description:</b>   |  |
| mitigation plan to address audit requirements   |  |
|   |  |
| <b>BReT: Dual Factor Authentication devices for LIDS</b>  |  |
| <b>BRT Type:</b>  | Business Requirement for Existing Technology |
| <b>Date Submitted:</b>  |  |
| <b>Mandate:</b>   | Yes  |
| <b>Mission Critical:</b>  |  |
| <b>Description:</b>   |  |
| dual factor devices for LIDS - to fully comply with sec-501   |  |
|   |  |
| <b>CB IT Sourcing BReT</b>  |  |
| <b>BRT Type:</b>  | Business Requirement for Existing Technology |
| <b>Date Submitted:</b>  | 7/25/2018                                    |
| <b>Mandate:</b>   |  |
| <b>Mission Critical:</b>  |  |
| <b>Description:</b>   |  |
| <p>Messaging BReT: VITA is initiating disentanglement from NG messaging services in 2016. Messaging Services for email, enterprise collaboration services, and mobile device management are required for 26 users in our agency. We also have one application that has hooks into messaging services which will need to be tested. Workplace Collaboration Services (VITA provided SharePoint) The Compensation Board does not use WCS SharePoint. We have no applications serviced via AirWatch which will need remediation. IBM Mainframe BReT: VITA is initiating disentanglement from NG IBM Mainframe services in 2016. The Compensation Board has one applications on the IBM which will need to be migrated and tested during this transition. Server/storage (including housing of equipment) BReT: VITA is initiating disentanglement from NG servers and storage. The Compensation Board has three servers which will need to be migrated and tested during this transition. Three applications will be affected by this move and will need to be tested. Authentication/directory services BReT: The Compensation Board has no applications which will need to be migrated and tested during the authentication/directory services transition. Number of users internal and external is zero. End user computing BReT : The Compensation Board has 10 desktops, 15 laptops and 4 network printers which will need to be migrated. Data networks BReT : The Compensation Board does not have networks that are not mpls which will need to be migrated. Voice Networks BReT: The Compensation Board has zero UCaaS phone lines which will need to be migrated. Cloud Computing BReT: The Compensation Board is not investigating moving applications to a Cloud services vendor. Security Services BReT: To meet Commonwealth Security requirements, The Compensation Board has engaged VITA's Shared Security Services utilizing DPB funds. Internet Usage BReT: The Compensation Board projects that internet usage will stay the same.</p> |  |
|   |  |
| <b>COIN System Replacement Project</b>  |  |
| <b>BRT Type:</b>  | Business Requirement for Existing Technology |

|  |           |
|--|-----------|
| <b>Date Submitted:</b>   | 9/12/2017 |
| <b>Mandate:</b>  | No        |
| <b>Mission Critical:</b>   |           |
| <b>Description:</b>  |           |
| <p>COIN System Replacement - The business justification for replacement of the existing COIN system is as follows:</p> <p>1) Outdated/obsolete technology: COIN is a mainframe, COBOL, CICS, DB2 system, developed over 12 years ago. The system is becoming more difficult to maintain due the age of the technology and the resources available who are qualified with those technologies. The older technology has it limitations and has become a hindrance to innovation.</p> <p>2) Mainframe Expenses: The COIN system is the one of the Agency's largest expenses due to the system residing on the mainframe computer. A web-based system would be a more cost effective long term solution.</p> <p>3) A web-based COIN replacement would better serve our state-wide customers with a much larger array of potential features, ease of use, and access.</p> <p>4) Resources required to develop and maintain a web-based system are also widely available.</p> <p>A replacement for the COIN system is currently unfunded. The agency does not have staff available with the appropriate skill set required to develop a new system. The project would include funds for a business analyst to assist with reviewing the COIN business model, system requirements, and system design, along with funds to train existing IT staff in the required new technologies, as well as contract personnel required during the development phase of the project.</p> |           |
|  |           |

Report Title: Appendix A 16 - 18 Report

**Agency:** Compensation Board (CB)

**Agency Head Approval:** No

There are no Category 1, 2, or 3 IT Projects and no Budget Category: Major IT Projects for this agency



Report Title: Appendix A 16 - 18 Report

**Agency:** Compensation Board (CB)

**Agency Head Approval:**

No

There are no stand alone major procurements for this agency.