

Report Title: 2020 - 2022 IT Strategic Plan

Agency: 409 Department of Mines, Minerals & Energy (DMME)

Date: 8/28/2020

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?

DMME users, software and hardware follow existing VITA standards. IT related service and operation costs for the agency continue to be one of the highest concerns. DMME will continue to look for cost reductions as new or changing VITA - MSI services are available. DMME has developed custom software and extensive business applications for its office and field staff. This software has provided advanced capabilities in the areas of mapping and inspection and enforcement tools. DMME has also implemented web-based e-government services for the majority of our industry customers. These innovative changes have had a positive impact on agency service delivery and customer satisfaction and nationally recognized. The use of DMME's web site and social media applications continues to grow, reflecting the agency's priority of meeting the needs of its customers. DMME does not require additional funding for Agency IT Strategic Plan activities.

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 effect IT in other Commonwealth agencies, or in other states? If so, how?

Increasing IT costs have hindered DMME's ability to develop new and innovative services. Customers continue to express a high demand for additional electronic government services and easily accessible information. Meeting these needs while maintaining effective software in an increasingly costly environment has been a challenge. The vast majority of custom DMME applications are continually updated to comply with hardware and operating system updates. These upgrades have been in response to security and operating system requirements, not a requirement of client or business needs. The resulting increased need for system testing and upgrades continues to reduce development time for needed business solutions. DMME will follow hardware refresh schedules provided by VITA policy.

DMME's IT Architecture will be reviewed with MSI vendors. DMME's data center located in Big Stone Gap will need to continue operation due to the local data storage and transfer rates.

SECURITY SHARED SERVICES will be addressed with DMME's contract with Commonwealth Security Services.

DMME will continue to address any audit and ISO issues that may need additional work.

CLOUD APPLICATION HOSTING needs will be reviewed when MSI vendors are available and other agencies have proven a value or savings. DMME has no external cloud services, all applications are on virtual servers in the Big Stone Gap office.

INTERNET UTILIZATION is a small issue as more bandwidth is always a desire. DMME's current business internet services should expand slightly in the next 2 years. Internet usage and cost will be reviewed as new options are made available.

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?

DMME's software developers will be continually re-engineering software to work within a less costly environment while maintaining the high standards of service for which our clients expect. DMME's e-Forms center applications will expand during the coming biennium to provide additional services to our industry customers. The agency's IT staff has the skills needed to enhance, expand and support future needs.

DMME plans to refresh laptop user hardware in this biennium. DMME will also review servers and network infrastructure in the Big Stone Gap data center as new MSI options are available. Testing and supporting these upgrades will occupy a significant amount of IT resources. Business process owners and IT staff continually look for improvements such as cloud storage and increased use of internet-based services. DMME will review the support from the IT Shared Security Services. IT system audits and risk evaluations will be needed during the biennium.

Report Title: Business Requirements For Technology

Agency: 409 Department of Mines, Minerals & Energy (DMME)

Date: 8/28/2020

409 DMME BRet Cloud Readiness Assessment 2018 DA E-Business Project	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/14/2019
Mandate:	Yes
Mission Critical:	Yes
Description:	
<p>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.</p> <p>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:</p> <ul style="list-style-type: none">Started the process of creating a cloud services modelBegun obtaining information about agency systems that can be migrated to a cloud environmentProvided an overview of the process at the recent agency information technology resources (AITR) meetingPlanned additional announcements to AITRs regarding remaining stepsIncluded cloud-related services and migration to the new data center in the recently awarded infrastructure contracts <p>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 servicers 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.</p> <p>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.</p> <p>To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud-enabled, VITA will 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.</p>	
409 DMME BRet Cloud Readiness Assessment 2018 DGMR E-Commerce	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/14/2019
Mandate:	Yes
Mission Critical:	Yes
Description:	
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409 DMME BRet Cloud Readiness Assessment 2018 DGMR Geologic Catalog

BRT Type:	Business Requirement for Existing Technology
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409 DMME BRet Cloud Readiness Assessment 2018 DGO Board Escrow Estimator

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/14/2019
Mandate:	Yes
Mission Critical:	Yes

Description:

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409 DMME BRet Cloud Readiness Assessment 2018 DGO E-business project

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409 DMME BRet Cloud Readiness Assessment 2018 DM E-business Project

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Mission Critical:	Yes

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409 DMME BRet Cloud Readiness Assessment 2018 DM Mine Map Inventory Tool

BRT Type:	Business Requirement for Existing Technology
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Date Submitted:	1/14/2019
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Mandate:	Yes
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Mission Critical:	Yes
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Description:

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409 DMME BRet Cloud Readiness Assessment 2018 DMLR E-business Project

BRT Type:	Business Requirement for Existing Technology
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Date Submitted:	1/14/2019
Mandate:	Yes
Mission Critical:	Yes
Description:	
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409 DMME BRet Cloud Readiness Assessment 2018 DMLR NPDES Permit Writer

BRT Type:	Business Requirement for Existing Technology
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Mandate:	Yes
Mission Critical:	Yes

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409 DMME BRet Cloud Readiness Assessment 2018 DMM E-Business project

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Mandate:	Yes
Mission Critical:	Yes

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409 DMME BRet Cloud Readiness Assessment 2018 DMM Electronic File Room

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/14/2019
Mandate:	Yes
Mission Critical:	Yes

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409 DMME BRet Cloud Readiness Assessment 2018 DMME Enterprise ARCGIS

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/14/2019
Mandate:	Yes
Mission Critical:	Yes

Description:

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409 DMME BRet Cloud Readiness Assessment 2018 DMME Map Service

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/14/2019
Mandate:	Yes
Mission Critical:	Yes

Description:

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409 DMME BRet Cloud Readiness Assessment 2018 DMME Web Map Viewer

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/14/2019
Mandate:	Yes
Mission Critical:	Yes

Description:

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BReT DMME Mine Map Catalog

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	5/20/2020
Mandate:	No
Mission Critical:	

Description:

DMME will continue to enhance and build a Mine Mapping Archive for use by public and industry. The archive will contain thousands of underground mining maps to be used for public safety and economic development in the coal region. This project will focus on current technology, using low cost of storage and high availability as its main goal.

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Cloud Computing BReT

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	5/20/2020
Mandate:	No
Mission Critical:	

Description:

DMME is investigating moving 1 application to a Cloud services vendor. The business reason for the move is to reduce costs. Applications are cloud ready. Agency will not need to bring in outside consulting to assess what needs to be done to the applications and supporting infrastructure in order to become cloud ready.

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Internet Usage BReT

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	5/20/2020
Mandate:	No
Mission Critical:	

Description:

DMME projects that internet usage will increase by 20% due to additional clients accessing DMME web forms, video conferencing, employee usage, and potential server relocation.

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Report Title: IT Strategic Plan Budget Tables

Agency: 409 Department of Mines, Minerals & Energy (DMME)

Date: 8/28/2020

Current IT Services				
	Costs Year 1		Costs Year 2	
Category	GF	NGF	GF	NGF
Projected Service Fees	\$670,089.00	\$311,642.00	\$690,192.00	\$320,991.00
VITA Infrastructure Changes	\$0.00	\$0.00	\$0.00	\$0.00
Estimated VITA Infrastructure	\$670,089.00	\$311,642.00	\$690,192.00	\$320,991.00
Specialized Infrastructure	\$0.00	\$0.00	\$0.00	\$0.00
Agency IT Staff	\$379,902.00	\$0.00	\$379,902.00	\$0.00
Non-agency IT Staff	\$15,000.00	\$17,000.00	\$15,000.00	\$17,000.00
Cloud Computing Service	\$0.00	\$0.00	\$0.00	\$0.00
Other Application Costs	\$30,842.00	\$17,960.00	\$34,800.00	\$19,960.00
Total	\$1,095,833.00	\$346,602.00	\$1,119,894.00	\$357,951.00

Proposed IT Investments				
	Costs Year 1		Costs Year 2	
Category	GF	NGF	GF	NGF
Major IT Projects	\$0.00	\$0.00	\$0.00	\$0.00
Non-Major IT Projects	\$0.00	\$0.00	\$0.00	\$0.00
Agency-Level IT Projects	\$0.00	\$0.00	\$0.00	\$0.00
Major Stand Alone IT Procurements	\$0.00	\$0.00	\$0.00	\$0.00
Non-Major Stand Alone IT Procurements	\$0.00	\$0.00	\$0.00	\$0.00
Agency-Level Stand Alone IT Procurements	\$0.00	\$0.00	\$0.00	\$0.00
Procurement Adjustment for Staffing	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00

Projected Total IT Budget				
	Costs Year 1		Costs Year 2	
Category	GF	NGF	GF	NGF
Current IT Services	\$1,095,833.00	\$346,602.00	\$1,119,894.00	\$357,951.00
Proposed IT Investments	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$1,095,833.00	\$346,602.00	\$1,119,894.00	\$357,951.00

Report Title: IT Strategic Plan Projects

Agency: 409 Department of Mines, Minerals & Energy (DMME)

Date: 8/28/2020

There are no projects for this agency.

Report Title: IT Strategic Plan Procurements

Agency: 409 Department of Mines, Minerals & Energy (DMME)

Date: 8/28/2020

Stand Alone Procurements:

There are no stand alone procurements for this agency.