Information Technology Strategy and Investment Committee

Minutes June 8, 2016

Office of Policy and Management, 450 Capitol Avenue, Hartford, Connecticut
Conference Room 2A
10:00 A.M. – 12:00 P.M.

<u>Committee Members Present:</u>
Melody Currey, Committee Co-Chair, Commissioner, Department of Administrative Services
Susan Weisselberg (on behalf of Ben Barnes), Deputy Secretary, Office of Policy and Management
Robert Klee, Commissioner Department of Energy and Environmental Protection
Mark Raymond, Chief Information Officer, Department of Administrative Services, Bureau of Enterprise Services and Technology
Kendall Wiggin, State Librarian, Connecticut State Library
Roderick Bremby, Commissioner, Department of Social Services
Jonathan Harris, Commissioner, Department of Consumer Protection

<u>Others in Attendance:</u>
Department of Children and Families: Joette Katz – Commissioner, Fernando Muniz, Valter Borges, Deborah Ennis, Rita Pelaggi
Office of Policy and Management: John Vittner, Jim Hadfield, Magdalena Lekarczyk, Kasia Purciello, Bob Dakers, Joan Soulsby

- **Call to order**
  - Commissioner Currey called the meeting to order at 10:00 a.m.

- **Introductions**
  - Committee members and other attendees introduced themselves.

- **Review of Previous Meeting Minutes**
  - A motion to approve the 05/11/16 meeting minutes was made by Ken Wiggin, Commissioner Harris seconded the motion. The motion was approved.

- **Status Update for the DCF SACWIS Replacement Project**

  - Deputy Commissioner Fernado Muniz gave a brief history and overview of the project and the criticality of the need to upgrade the system. Some of the many benefits will be to eliminate the challenges of supporting outdated legacy systems, gained efficiencies in performing the DCF business goals and better services to the public and community providers. A review of the implementation team with their roles and responsibilities was also provided.
  - Mark Raymond explained that the Federal Government has been encouraging States to buy, build and share technology solutions in modular approaches. This method of procurement is new to many states and the Department of Administrative Services is working with 18F which is

an office inside GSA that is assisting federal agencies with similar approaches to systems delivery.

- o Valter Borges provided a time line on next steps for the project since the business and IT requirements have been primarily completed. Highlighted next steps include:
    - July - RFP release for proposals
    - Late September - Proposals review
    - October - Top competitors invited for demonstration
    - October - Full IT Bonding Request
    - November - Vendor selection and contract negotiation
    - Early 2017 - System Integrator begins work with DCF
- o Rita Pelaggi explained how DCF developed business process flows, both as-is and to-be, in order to establish their requirements. Reports and forms were gathered that led to a significant consolidation and will promote efficiencies. There will be 11 business functional modules that will be used to incrementally implement the new system. Rita also explained the need for a DCF Portal for the Public, Provider and Community that will provide efficiencies for doing business with DCF.
- o Valter Borges highlighted to 18 different technical areas that will be used to support the solution.
- o Overall, the Committee thought the initial funding to perform the requirements phase of a project this large to be extremely beneficial. They suggested that DCF provide a good understanding of the ongoing support costs for the system and show how that may be offset with cost savings and efficiencies.
- o The committee also welcomed the opportunity for future status reports for larger projects and for those projects that were funded for the requirements phase.

- **New Business**
  - o John Vittner reviewed the Information Technology Capital Investment Program budget with the committee.

- **Adjournment**
  - o A motion to adjourn was made by Commissioner Currey and seconded by Ken Wiggins. The motion was unanimously approved. The meeting was adjourned by Commissioner Currey at 11:05 am.