

Introduced by

1 A BILL for an Act to create and enact a new section to chapter 54-59 of the North Dakota
2 Century Code, relating to review of certain information technology applications and systems by
3 the director of the office of management and budget; and to amend and reenact subdivision h of
4 subsection 2 of section 12-60-24 and sections 54-35-15.2, 54-59-05, 54-59-11, 54-59-19,
5 54-59-20, and 54-59-21 of the North Dakota Century Code, relating to criminal history record
6 checks, powers and duties of the information technology committee and the information
7 technology department, information technology plans, the information technology department
8 annual report, and access to the criminal justice information sharing system.

9 **BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:**

10 **SECTION 1. AMENDMENT.** Subdivision h of subsection 2 of section 12-60-24 of the
11 North Dakota Century Code is amended and reenacted as follows:

12 h. The chief information officer of the information technology department for
13 certain ~~employees~~ individuals under section 54-59-20.

14 **SECTION 2. AMENDMENT.** Section 54-35-15.2 of the North Dakota Century Code is
15 amended and reenacted as follows:

16 **54-35-15.2. Information technology committee - Powers and duties.** The
17 information technology committee has continuing existence and may meet and conduct its
18 business during the legislative session and in the interim between sessions. The committee
19 shall:

- 20 1. Meet at least once each calendar quarter.
- 21 2. Receive a report from the chief information officer of the state at each meeting.
- 22 3. Review the business plan of the information technology department.
- 23 4. ~~Address~~ Review macro-level ~~questions~~ issues relating to the information
24 technology ~~department~~.

- 1 5. Review the activities of the information technology department.
- 2 6. Review statewide information technology standards.
- 3 7. Review the statewide information technology plan.
- 4 8. ~~Conduct studies of~~ Review information technology efficiency and security.
- 5 9. ~~Make recommendations regarding~~ Review established or proposed information
6 technology programs and information technology acquisition by the executive and
7 judicial branches.
- 8 10. Except as provided in subsection 11, receive and review the information, including
9 a project startup report summarizing the project description, project objectives,
10 business need or problem, cost-benefit analysis of, and project risks and a project
11 closeout report summarizing the project objectives achieved, project budget and
12 schedule variances, and lessons learned, from the information technology
13 department and the affected agency regarding any major information technology
14 project of an executive, legislative, or judicial branch agency. A major project is a
15 project with a ~~cost of two hundred fifty thousand dollars or more in one biennium or~~
16 a total cost of ~~five~~ two hundred fifty thousand dollars or more.
- 17 11. ~~Review the~~ Receive and review information, including a project startup report
18 summarizing the project description, project objectives, business need or problem,
19 cost-benefit analysis of, and project risks and a project closeout report
20 summarizing the project objectives achieved, project budget and schedule
21 variances, and lessons learned, from the information technology department and
22 the affected institution regarding any major project of the state board of higher
23 education or any institution under the control of the state board of higher education
24 if the project:
 - 25 a. Significantly impacts the statewide wide area network, including the campus
26 access routers;
 - 27 b. Impacts the statewide library system; or
 - 28 c. Is an administrative project. An administrative project is a project that directly
29 collects, aggregates, modifies, stores, or reports institutional student,
30 financial, or human resources records or data and is provided primarily for
31 administrative purposes.

- 1 12. ~~Perform periodic reviews to ensure that a major information technology project is~~
2 ~~on its projected schedule and within its cost projections. Receive and review~~
3 ~~information from the information technology department and the affected agency~~
4 ~~regarding any information technology project of an executive, legislative, or judicial~~
5 ~~branch agency with a total cost of between one hundred thousand and two~~
6 ~~hundred fifty thousand dollars as determined necessary by the information~~
7 ~~technology department.~~

8 **SECTION 3. AMENDMENT.** Section 54-59-05 of the North Dakota Century Code is
9 amended and reenacted as follows:

10 **54-59-05. Powers and duties of department.** The department:

- 11 1. Shall provide, supervise, and regulate information technology of all executive
12 branch state entities, excluding the institutions under the control of the board of
13 higher education.
- 14 2. Shall provide network services in a way that ensures the network requirements of a
15 single entity do not adversely affect the functionality of the whole network,
16 facilitates open communications with the citizens of the state, minimizes the state's
17 investment in human resources, accommodates an ever-increasing amount of
18 traffic, supports rapid detection and resolution of problems, protects the network
19 infrastructure from damage and security breaches, provides for the aggregation of
20 data, voice, video, and multimedia into a statewide transport mechanism or
21 backbone, and provides for the network support for the entity to carry out its
22 mission.
- 23 3. May review and approve additional network services that are not provided by the
24 department.
- 25 4. May purchase, finance the purchase, or lease equipment, software, or
26 implementation services or replace, including by trade or resale, equipment or
27 software as may be necessary to carry out this chapter. An agreement to finance
28 the purchase of software, equipment, or implementation services may not exceed a
29 period of five years. The department shall submit any intended financing proposal
30 for the purchase of software, equipment, or implementation services under this
31 subsection, which is in excess of one million dollars, to the budget section of the

1 legislative council or the legislative assembly before executing a financing
2 agreement. If the budget section or the legislative assembly does not approve the
3 execution of a financing agreement, the department may not proceed with the
4 proposed financing arrangement. The department may finance the purchase of
5 software, equipment, or implementation services only to the extent the purchase
6 amount does not exceed seven and one-half percent of the amount appropriated to
7 the department during that biennium.

8 5. Shall review requests for lease, purchase, or other contractual acquisition of
9 information technology as required by this subsection. Each executive branch
10 agency or institution, excluding the institutions under the control of the board of
11 higher education, shall submit to the department, in accordance with guidelines
12 established by the department, a written request for the lease, purchase, or other
13 contractual acquisition of information technology. The department shall review
14 requests for conformance with the requesting entity's information technology plan
15 and compliance with statewide policies and standards. If the request is not in
16 conformance or compliance, the department may disapprove the request or require
17 justification for the departure from the plan or statewide policy or standard.

18 6. Shall provide information technology, including assistance and advisory service, to
19 the executive, legislative, and judicial branches. If the department is unable to
20 fulfill a request for service from the legislative or judicial branch, the information
21 technology may be procured by the legislative or judicial branch within the limits of
22 legislative appropriations.

23 7. Shall request and review information ~~on or review information technology,~~
24 ~~applications, system development projects, and application development projects~~
25 ~~of executive branch agencies, including project startup information summarizing~~
26 the project description, project objectives, business need or problem, cost-benefit
27 analysis, and project risks and a project closeout information summarizing the
28 project objectives achieved, project budget and schedule variances, and lessons
29 learned, regarding any major information technology project of an executive,
30 legislative, or judicial branch agency, the state board of higher education, or any
31 institution under the control of the state board of higher education as provided in

- 1 section 54-35-15.2. The department shall present the information to the
2 information technology committee on request of the committee.
- 3 8. May request and review information regarding any information technology project
4 of an executive, legislative, or judicial branch agency with a total cost of between
5 one hundred thousand and two hundred fifty thousand dollars as determined
6 necessary by the department. The department shall present the information to the
7 information technology committee on request of the committee.
- 8 9. Shall study emerging technology and evaluate its impact on the state's system of
9 information technology.
- 10 9- 10. Shall develop guidelines for reports to be provided by each executive branch
11 agency, institution, or department, the institutions under the control of the board of
12 higher education, and agencies of the judicial and legislative branches on
13 information technology in those entities.
- 14 10- 11. Shall review the information technology management of executive branch agencies
15 or institutions.
- 16 11- 12. Shall perform all other duties necessary to carry out this chapter.
- 17 12- 13. May provide wide area network services to a state agency, city, county, school
18 district, or other political subdivision of this state. The information technology
19 department may not provide wide area network service to any private, charitable,
20 or nonprofit entity except the information technology department may continue to
21 provide the wide area network service the department provided to the private,
22 charitable, and nonprofit entities receiving services from the department on
23 January 1, 2003. The department shall file with the state auditor before
24 September 1, 2003, a description of the wide area network service the department
25 provided to each private, charitable, and nonprofit entity receiving services from the
26 department on January 1, 2003.
- 27 13- 14. Shall assure proper measures for security, firewalls, and internet protocol
28 addressing at the state's interface with other facilities.
- 29 14- 15. Notwithstanding subsection 42 13, ~~the department~~ may provide wide area network
30 services for a period not to exceed four years to an occupant of a technology park

1 associated with an institution of higher education or to a business located in a
2 business incubator associated with an institution of higher education.

3 **SECTION 4. AMENDMENT.** Section 54-59-11 of the North Dakota Century Code is
4 amended and reenacted as follows:

5 **54-59-11. Information technology plans.** Each executive branch state agency or
6 institution, including the institutions under the control of the board of higher education, shall
7 prepare an information technology plan, subject to ~~approval~~ acceptance by the department.
8 The plan must be submitted to the department by July fifteenth of each even-numbered year.
9 The plan must be prepared based on guidelines developed by the department; must provide the
10 information technology goals, objectives, and activities of the entity for the current biennium and
11 the next two bienniums; and must include ~~information regarding~~ an asset management plan
12 relating to the inventory of information technology assets owned, leased, or employed by the
13 entity. Each entity required to file a plan shall provide interim updates to its plan if major
14 information technology changes occur which affect its plan. The department shall review each
15 entity's plan for compliance with statewide information technology policies and standards and
16 may require an entity to change its plan to comply with statewide policies or standards or to
17 resolve conflicting directions among plans. Agencies of the judicial and legislative branches
18 shall file their information technology plans with the department by July fifteenth of each
19 even-numbered year. Each ~~state~~ entity required to file a plan shall prepare its budget request
20 for the next biennium based on its information technology plan. The agency's budget request
21 and the governor's budget recommendation must include supporting information describing in
22 detail how the information technology plan relates to the budget request and recommendation.
23 Any budget adjustment by the budget office must include the corresponding change to the plan.
24 Based on the plans, the department shall prepare a statewide information technology plan and
25 distribute copies of that plan to members of the legislative assembly as requested by the
26 legislative council or its designee. The statewide information technology plan must be
27 developed with emphasis on long-term strategic goals ~~and~~ objectives, and accomplishments.
28 The statewide information technology plan must contain:
29 1. A list of major projects started, ongoing, and completed during the biennium,
30 including related budgeted and actual costs and the estimated implementation date
31 for each project as well as the actual implementation date for completed projects.

- 1 2. Information regarding evaluations of cost-benefit analyses for completed projects.
- 2 3. Information regarding the information technology plans, including the department's
- 3 plan review process, the number of plans reviewed, and the number of plans
- 4 accepted.
- 5 4. A description of the benefits to the state resulting from its investment in information
- 6 technology.

7 **SECTION 5. AMENDMENT.** Section 54-59-19 of the North Dakota Century Code is
8 amended and reenacted as follows:

9 **54-59-19. Information technology department annual report.** The department shall
10 prepare and present an annual report to the information technology committee. In addition to
11 the presentation of the annual report to the information technology committee, the department
12 shall present a summary of the annual report to the budget section and to the legislative audit
13 and fiscal review committee. The report must contain:

- 14 1. ~~A list of major projects started, ongoing, and completed during the year including~~
- 15 ~~related budgeted and actual costs and the estimated implementation date for each~~
- 16 ~~project as well as the actual implementation date for completed projects.~~
- 17 2. A list of all projects for which financing agreements have been executed.
- 18 3. ~~Information regarding evaluations of cost benefit analyses for completed projects.~~
- 19 4. 2. A comparison of the department's rates charged for services compared to rates
- 20 charged for comparable services in other states and in the private sector.
- 21 5. ~~Information regarding the information technology plans including the department's~~
- 22 ~~plan review process, the number of plans reviewed, and the number of plans~~
- 23 ~~approved.~~
- 24 6. ~~A description of the benefits to the state resulting from its investment in information~~
- 25 ~~technology.~~
- 26 3. Information regarding the delivery of services to agencies, including service
- 27 dependability, agency complaints, and information technology department
- 28 responsiveness.

29 **SECTION 6. AMENDMENT.** Section 54-59-20 of the North Dakota Century Code is
30 amended and reenacted as follows:

1 **54-59-20. ~~Employees of the department~~– Security background information.** The
2 chief information officer shall require as a condition of employment with the department that
3 individuals who have unescorted physical access to the facilities or other security sensitive
4 areas of the department designated by the chief information officer submit to a criminal history
5 record check in accordance with section 12-60-24. The chief information officer may require as
6 a condition of contracting with the department or other state agency or department with respect
7 to an information technology project that any individual employed by the contractor or a
8 subcontractor to perform the work under the contract submit to a criminal history record check
9 in accordance with section 12-60-24.

10 **SECTION 7. AMENDMENT.** Section 54-59-21 of the North Dakota Century Code is
11 amended and reenacted as follows:

12 **54-59-21. Criminal justice information sharing board - Membership - Duties and**
13 **powers.** The criminal justice information sharing board consists of the chief justice of the
14 supreme court or the chief justice's designee, the attorney general or the attorney general's
15 designee, and the chief information officer of the state. The chief information officer is chairman
16 of the board. The information technology department shall provide staff support to the board.
17 The board shall set policy relating to the collection, storage, and sharing of criminal justice
18 information and the systems necessary to perform those functions. The board shall provide
19 operational oversight for criminal justice information sharing activities and shall approve and
20 provide oversight of criminal justice information sharing budgets. Only entities within the
21 criminal justice system and those entities approved by the board may access the criminal
22 justice information sharing system. The board may appoint an executive committee and an
23 advisory committee that would serve in an advisory capacity to the board.

24 **SECTION 8.** A new section to chapter 54-59 of the North Dakota Century Code is
25 created and enacted as follows:

26 **Review of certain applications and systems by director of office of management**
27 **and budget - Notice provided to information technology committee.** An executive branch
28 state agency that proposes to implement any computer application or system that is designed
29 to serve as an alternative or shadow of the financial, human resource, and student
30 administration system implemented by the office of management and budget and the state
31 board of higher education shall request approval from the director of the office of management

1 and budget before proceeding with implementation of the application or system. If the director
2 determines that the application or system is necessary for the agency to conduct its business
3 functions, the agency may proceed with implementation of the application or system. The
4 director shall provide to the information technology committee notice of each request for
5 approval submitted to the director under this section.