

## INFORMATION TECHNOLOGY COMMITTEE - OTHER RESPONSIBILITIES - BACKGROUND MEMORANDUM

North Dakota Century Code (NDCC) Section 54-35-15.1 requires the Legislative Council, during each biennium, to appoint an Information Technology Committee in the same manner as the Council appoints other interim committees. The committee is to consist of six members of the House of Representatives and five members of the Senate. The Chief Information Officer of the state serves as an ex officio nonvoting member of the committee.

### COMMITTEE STATUTORY AND ASSIGNED RESPONSIBILITIES

North Dakota Century Code Section 54-35-15.2 requires the committee to:

1. Meet at least once each calendar quarter.
2. Receive a report from the Chief Information Officer of the state at each meeting.
3. Review the business plan of the Information Technology Department.
4. Address macrolevel questions relating to the Information Technology Department.
5. Review the activities of the Information Technology Department.
6. Review statewide information technology standards.
7. Review the statewide information technology plan.
8. Conduct studies of information technology efficiency and security.
9. Make recommendations regarding established or proposed information technology programs and information technology acquisitions by the executive and judicial branches.
10. Review the cost-benefit analysis of any major information technology project of an executive or judicial branch agency. A major project is a project with a cost of \$250,000 or more in one biennium or a total cost of \$500,000 or more.
11. Review the cost-benefit analysis of any major information technology project of the State Board of Higher Education or any institution under the control of the State Board of Higher Education if the project significantly impacts the statewide wide area network, impacts the statewide library system, or is an administrative project.
12. Perform periodic reviews to ensure that a major information technology project is on its projected schedule and within its cost projections.

North Dakota Century Code Section 54-35-15.3 authorizes the Information Technology Committee to review any information technology project or information technology plan. The section provides that if the

committee determines that a project or plan is at risk of failing to achieve its intended results, the committee may recommend to the Office of Management and Budget the suspension of the expenditure of money appropriated for a project or plan. The Office of Management and Budget may suspend the expenditure authority if the office agrees with the recommendation of the committee.

North Dakota Century Code Section 54-35-15.4 authorizes the Information Technology Committee to request the State Auditor to conduct an information technology compliance review. The review may consist of an audit of an agency's information technology management, information technology planning, compliance with information technology plans, and compliance with information technology standards and policies or an audit of statewide compliance with specific information technology standards and policies.

In addition to the responsibility of contracting with consultants to conduct an information technology organizational study and an information technology management study as provided for in Section 13 of House Bill No. 1505, the Legislative Council has assigned the committee the responsibility for reviewing the activities of the Information Technology Department, the business plan of the department, statewide information technology standards, the statewide information technology plan, and major information technology projects as provided in NDCC Section 54-35-15.2, and discussed earlier, and for receiving:

- A report from the Chief Information Officer regarding the recommendations of the department's advisory committee regarding major software projects for consideration (NDCC Section 54-59-02.1).
- A report from the Chief Information Officer regarding the coordination of services with political subdivisions and a report from the Chief Information Officer and the commissioner of the State Board of Higher Education regarding coordination of information technology between the Information Technology Department and higher education (NDCC Section 54-59-12).
- A report from the Information Technology Department regarding any executive branch agency or institution that does not agree to conform to its information technology plan or comply with statewide policies and standards (NDCC Section 54-59-13).
- An annual report from the Information Technology Department regarding information technology projects, services, plans, and benefits (NDCC Section 54-59-19).
- Periodic reports from the Information Technology Department regarding budgeted and actual

information technology equipment and software purchases and estimated savings by funding source (Section 7 of House Bill No. 1505).

- Information from the Information Technology Department relating to the delivery of consolidated services to agencies and the status of accumulated savings (Section 12 of House Bill No. 1505).

### 2003-05 LEGISLATIVE APPROPRIATION

The 2003 Legislative Assembly provided funding of \$106,312,104, of which \$8,194,803 is from the general fund and \$98,117,301 is from special funds, to the Information Technology Department. The 2003-05 appropriation, including funding for the following information technology initiatives:

	General Fund	Special Funds	Total
Statewide information technology network	\$3,382,023	\$4,054,200	\$7,436,223
Enterprise resource planning system initiative (ConnectND project)		20,000,000	20,000,000
Geographic information system initiative	678,343		678,343
Criminal justice information-sharing system initiative		4,741,200	4,741,200
Educational Technology Council	793,818		793,818
EduTech	2,540,348		2,540,348
Division of Independent Study	841,948	4,783,532	5,625,480
Prairie Public Broadcasting	1,337,138		1,337,138
Other	483,244	63,676,310	64,159,554
Less budget adjustments	(1,862,059)	862,059	(1,000,000)
<b>Total</b>	<b>\$8,194,803</b>	<b>\$98,117,301</b>	<b>\$106,312,104</b>

The Legislative Assembly authorized a total of 248.2 FTE positions for the 2003-05 biennium, 3.50 FTE positions more than the 2001-03 authorized level. The additional FTE positions include two new teacher positions and a .5 custodian position for the Division of Independent Study and one appointed not classified position for the Educational Technology Council.

### SUGGESTED STUDY APPROACH

The following is a proposed study outline for the committee's consideration relating to its statutory responsibilities and assigned study responsibilities in addition to its study of information technology organizational structure and information technology management:

- Review the activities of the Information Technology Department, the business plan of the department, statewide information technology standards, the statewide information technology plan, and major information technology projects (NDCC Section 54-35-15.2).
- Receive reports from the Chief Information Officer of the state regarding the recommendations of the department's advisory committee regarding major software projects for consideration (NDCC Section 54-59-02.1).
- Receive reports from the Chief Information Officer of the state regarding the coordination of services with political subdivisions, and the Chief Information Officer and the commissioner of the State Board of Higher Education regarding coordination of information technology between the Information Technology

Department and higher education (NDCC Section 54-59-12).

- Receive periodic reports from the Information Technology Department and affected state agencies regarding the transfer of state agency information technology employees required by Section 10 of House Bill No. 1505.
- Receive the following from the Information Technology Department:
  - A report regarding any executive branch agency or institution that does not agree to conform to its information technology plan or comply with statewide policies and standards (NDCC Section 54-59-13).
  - An annual report regarding information technology projects, services, plans, and benefits (NDCC Section 54-59-19).
  - Information regarding budgeted and actual information technology equipment and software purchases and estimated savings by funding source (Section 7 of House Bill No. 1505).
  - Information relating to the delivery of consolidated services to agencies and the status of accumulated savings (Section 12 of House Bill No. 1505).
- Receive information from the Information Technology Department regarding the statewide information technology budget for the 2005-07 biennium.
- Develop recommendations and any necessary legislation to implement the committee's recommendations.
- Prepare a final report for submission to the Legislative Council.