

Attendees:

<b>Agency:</b>	<b>Board Representative:</b>	<b>CIO or Representative:</b>
DAS	Theresa McHugh	Don Fleming
DCBS	Cory Streisinger	Dan Adelman
Corrections		John Koreski
Education	Mike Greenfield	Baron Rodriguez
Employment	Debbie Lincoln	Curt Amo
Forestry		Dan Christensen
Housing & Community Services		William Carpenter
Human Services	Cindy Becker	Bill Crowell
State Police		Gary Johnson
Revenue	Elizabeth Harchenko	Stanley McClain
ODOT		David White
Veterans' Affairs	Paula Brown	Herb Riley

Project Staff: Mike Freese, Keith Kohan, Mark Matson.

Accenture: Gerald Duncan.

Others: Mike Beard, Deborah Bryant, Eva Corbin, Bill Fink, Bill Foster, Raelynn Henson, Cheryl Knottingham, Jeff Marecic, Sean McSpaden, Cora Parker, Dallas Weyand.

### **1. Opening Comments – Theresa McHugh**

Theresa opened the meeting by discussing improving project communication. Mike Freese reported that meetings with each participating agency IT staff and managers have been scheduled. The meetings already completed have gone very well and appear to be very helpful in addressing the concerns of staff. Mike indicated one of the project communication strategies is to conduct such meetings for every project milestone.

### **2. Accenture Update – Mike Freese**

Mike Freese said that a member of the Accenture team would attend future Governing Board meetings to be on hand to answer questions. He introduced Gerald Duncan from Accenture. Gerald reported that the collection of data is complete and Accenture is now in the next phase of analyzing the data in order to shape various strategies for the business case. The process is moving along as scheduled due in large part to great cooperation from agencies in sharing the necessary information.

Elizabeth Harchenko noted that the Finance Committee was scheduled to meet soon to discuss the business case. She asked whether the components of the business case would be financial only or include business issues such as service levels. Gerald said that Accenture's strategy speaks to both financial and business concerns.

Mike Freese said that some of the non-financial issues being taken into consideration in the business case will be assigned an economic value in order to create the most accurate business case possible.

Bill Crowell asked for confirmation that the business case will clearly show the enhanced environment that a central data center will bring. Gerald confirmed this will be clearly shown and will include a baseline of the current agency environment today.

Curt Amo asked whether, from Accenture's perspective, anything threatens the schedule of the project. Gerald replied that the project is on schedule and moving forward as planned. He again commended the agencies for their cooperation with the process.

### **3. Facilities Update – Bill Foster**

A draft of the CNIC Facility Issues Committee's responsibilities, tasks and deliverables was handed out. The list of committee members was shared and Cory Streisinger asked to be removed from the committee. Agencies need to submit names to Bill Foster for staff, CIOs or Governing Board members who wish to serve on the Facility Issues Committee.

A purchase offer has been made on the highest ranking of the available sites. This offer can be rescinded if the state does not move forward with consolidation. The strategy employed was to make a very low offer which induced a negotiation process. This gives the state the time it needs to review the business case.

Dan Adelman asked about increased network charges and human resource issues for siting the facility outside Salem. Bill indicated that as it relates to the facility, all items (objective and subjective) will be added to the cost of the shell and factored into the discussion.

Cindy Becker asked whether other sites were being looked into (for multiple data centers). Bill reported that if the business case indicates two centers as the best solution, a list of requirements for a second site will be developed. The state has not created this list to date as the indications are that one data center will be recommended. Mike Freese also responded that if the implementation strategy recommended more than one site, existing facilities might also be adequate.

### **4. Human Resource Update – Eva Corbin**

The AFSCME and SEIU representatives are involved in preliminary discussions with DAS. The process has begun to form a 15 member labor relations committee. The purpose of the group has not been fully formed, but it will include addressing staffing concerns - for staff entering the new facility and those who do not apply/are not selected. The goal is to have the committee gathered and working by the end of May or early June. Additionally, a group of HR managers will be formed to identify pitfalls and strategize impacts. This will enhance communications on HR issues. Eva acknowledged there will be some cross-over of issues for these two groups.

Theresa asked that the names of those participating in these groups be provided to the Governing Board so that agency directors can verify their agency's involvement.

Eva Corbin distributed a draft FAQ. This document has been distributed to HR managers for review. It will be posted to the CNIC Web site after Governing Board approval.

Cindy Becker asked if one of the options available to employees will be placement in other agencies. Eva replied that there are many IT vacancies in participating agencies.

Cindy mentioned that she thinks managers are a group that has been left out of communications. She believes the project is too reactive, and not proactive enough. She suggested a communications committee be formed. Theresa McHugh asked for names of agency staff to serve on a communications team and indicated it will interface with the HR manager group. Theresa also volunteered to attend agency meetings as appropriate.

### **5. Technology Committee – John Koreski**

The Technology Committee held their first meeting resulting in the following:

- Validation of the current IT model

- Determining what is in/out of scope from a technical stand point.

The near-term goal of the committee is to have a document completed this week ready for approval by the next meeting of the Governing Board on Monday 5/24. The resulting documents will then be presented to Accenture for inclusion in the business case.

#### **6. Finance Committee – Bill Fink**

The Finance committee will meet Thursday, 5/20. Bill presented a handout that lists committee members and the team's draft charter. Accenture will participate in the work of this committee as the business case is the group's initial focus.

Cory Streisinger asked if the Finance Committee had information to use as a launching point to develop the criteria for the business case. Bill indicated that Accenture had provided documentation including common approaches and strategies.

Cindy Becker asked how the outcome of the CNIC project will be reconciled with the governor's recommended budget. Theresa responded that this may have to be dealt with during the legislative session. She advises participating agencies to not make any assumptions regarding CNIC in their budget requests.

Theresa McHugh concluded the meeting by stating all committees will be on the agenda for future meetings to give a report to the board.

**Next Meeting – Monday, May 24, 3 to 4:30 p.m., Executive Building, Conference Room B**