

CNIC Governing Board Meeting Minutes – March 13, 2006

Approved 4/10/06

Attendees:

Agency:	Board Representative:	CIO or Representative:
DAS	Lindsay Ball	Mike Zanon
DCBS	Cory Streisinger	Dan Adelman
Corrections	Max Williams	
Education		Baron Rodriguez
Employment	Laurie Warner	Curt Amo
Forestry	Clark Seely	
Housing & Community Services	Rick Crager	
Human Services	Bruce Goldberg	
State Police	Ron Ruecker	David Yandell
Revenue	Elizabeth Harchenko	Stan McClain
ODOT	Matthew Garrett	Ben Berry
Veterans' Affairs	Paula Brown	Herb Riley

State Data Center: Julie Bozzi, Mark Reyer

Project Office: Sarah Miller

Accenture: Mike Dawson, Janet Jessup

Others: Bill Fink, Raelynn Henson, Jerry Korson, Kris Kautz, Theresa Masse

1. Opening Comments

Elizabeth Harchenko moved and Clark Seely seconded to approve the Feb. 13 minutes as presented. Motion passed.

Lindsay reported on a meeting he and Max Williams held last week with Rep. Krummel. The representative was very impressed with the way in which the Governing Board has been tackling the staffing and financial issues for the project including agreeing to fund the \$13.8 million deficit. He expressed concern that the savings will be pushed out an additional biennium. He inquired about the need for the change; Lindsay explained it was an increase in workload for the data center. Rep. Krummel encouraged everyone to continue working through the issues as they come up. The representative wants to stay engaged with the project and expressed his commitment. He also acknowledged that earlier staffing and budget estimates were estimates and it is appropriate to continue working through the process and manage toward success. Another meeting is scheduled toward the end of March.

Cory Streisinger requested that the final E-board letter for CNIC be provided to the board.

Rick Crager inquired as to the need for board members to participate in the E-board hearings. Lindsay said it is a possibility; it is even more likely that board members will be needed to meet with legislative members prior to hearings to ensure members' questions are answered.

Cory requested clarification on the \$13.8 million budget deficit solution. It is her understanding that solutions will be sought to make up for this and if none are viable, agencies will then fund the deficit (versus agencies funding it up front). Lindsay confirmed that this understanding is correct; other solutions will be sought first. He also clarified that returning to the Legislature to request additional funding will not be a proposed solution.

2. Staffing Decision

It was determined that no further discussion regarding data center staffing is needed. Several special meetings have recently been held and members agreed that decisions made the previous week stand. The Emergency Board letter outlines the current plan.

3. Human Resources Report

Jerry Korson reported that an additional amendment to the Letter of Agreement with SEIU has been signed. It relates to trial service for data center hires who are not currently SEIU members. The amendment states that employees hired as *transfers or demotions* will not serve a trial service period. Employees who *promote* will have trial service. The plan continues to be to recruit for all positions at the same time. Jobs will be posted for at least two weeks. People on the in-scope list who apply will be the first to be considered for positions.

Elizabeth asked for confirmation of the accuracy of the in-scope list. Jerry indicated that following the E-board hearings he will work with the HR representatives to ensure the list's accuracy.

Elizabeth suggested a collective effort to place staff that is not hired at the data center into existing agency vacancies to avoid layoffs and bumping as much as possible. Jerry clarified that existing contract language and policy may prohibit the flexibility to do this. The state can make staff aware of open positions and give them an opportunity to apply but they can't be prohibited from bumping within their agency if that is their desire. A discussion ensued with these key points:

- An inventory of open positions could be a useful tool to inform staff of vacancies outside their agency.
- Prior to a trigger date for a layoff, agencies could collaborate on openings.
- Options and support should be provided to staff as far in advance of a formal layoff process as possible.
- Agencies that traditionally post openings internally could open IT recruitments to state agencies thereby allowing in-scope applicants a broader pool of opportunities.
- The board could request that DAS grant flexibility for direct appointment of staff on the in-scope list.
- Given the existing rules, explore possibilities outside the box to find positions for the staff who have worked so hard for the state for so long.

Matthew Garrett volunteered to serve as a board liaison to the HR workgroup. Jerry will provide him with the meeting schedule.

4. Administrator's Report

Mary Reyer opened with thanks for the support that the board has shown in the last few weeks. The SDC management team is continuing to focus on developing a high-energy team to achieve excellence in customer support and service.

The tape library has been delivered and assembled and is being populated with tapes. Mark noted that the library is automated and works with a robotic arm. The next part of the process is to ensure that all applications can access the library, migrate stored tape information from agencies, and then do a cut-off (this whole process will take a few weeks).

Pilot server moves are now in process; move coordinators for each agency have been working to coordinate plans; the inventory for the first agencies to move is now complete; and the migration is on schedule. Mark also reported that there was a circuit break in the office area last week but the data center stayed online. The electrical contractor responded immediately and corrected it.

There was a discussion about whether the equipment ordered for the center has sufficient storage capacity. Mark stated that the center is getting close to 90 percent capacity for high speed storage although there is plenty of secondary (non-high speed) storage. There are ways to increase capacity. Some agency storage has not been accessed in two years. Cory asked whether agencies have been asked to aggressively manage their storage needs, remove things, and move appropriate items to a lower speed. Mark indicated that those are options to follow up on to increase capacity but first the center must install its storage management software. He further indicated that these efforts combined should mitigate any storage capacity issues for the next few years.

Cory also asked whether the existing budget will accommodate purchase of more storage and how much that would cost. Mark indicated "seven figures" and that the data center currently has a no-capital-growth budget.

5. Other Business

Elizabeth suggested designating members of the board to act as liaisons to key groups to provide feedback as they are dealing with issues. Having served on the previous CNIC Finance Committee she volunteered to serve as finance liaison. Clark Seely volunteered as finance backup. Lindsay noted that George Dunford is the key contact for DAS for financial matters. He thanked Cory for Scott Harra's valuable contributions during the last few weeks. Cory indicated Scott would continue to participate as needed.

Matthew volunteered earlier in the meeting for HR. Clyde Saiki will serve as backup for HR.

Mike Marsh will serve as liaison to the Steering Committee. Ron Ruecker volunteered to be a backup for Steering. Max Williams volunteered to continue attending legislative member visits with Lindsay.

There was a discussion about engaging the executive committee outlined in the approved governance model. Two themes emerged.

- The model was designed for the operational (steady) state of the data center which has not been reached.
- Because of the critical decisions to be made in the next few months it is important for all board members to be at the table.

Engaging the governance model should be readdressed after the lift and drop of the first three agencies.

Members agreed to hold Mondays from 3-4 p.m. for weekly board meetings unless otherwise announced.

Next Regularly Scheduled Meeting

Monday, April 10, 2006

3 - 4:30 p.m.

DAS West ~ Conference Room B