



Oregon

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TO: strategic.initiatives@das.oregon.gov.

FROM: Nancy Schuberg, Executive Director

RE: IT Strategic Plan Progress Update

Executive Summary: The OTLB IT Strategic Plan spans the 2024–2026 timeframe. Due to the small size of the agency, a formal IT strategic plan was not previously required.

Strategic Objectives: Aligned with EIS expectations, IT objectives focus on modernizing the licensing system, maintaining robust cybersecurity, enhancing website accessibility, and providing staff with essential operational tools and training.

Metrics and Targets: The agency is in the initial phases of developing performance measures, currently focusing on establishing baseline metrics for system reliability, cybersecurity readiness, and user experience.

Initiatives: For the 2027–29 budget cycle, the agency has highlighted a critical IT project tied to the expiration of OTLB’s Thentia database contract in March 2027. This timeline aligns with a DAS Procurement RFP to establish price agreements with three to five database vendors. Cost estimates are currently unavailable but will be incorporated into the OTLB 2027–29 budget once they are received.

Resource Allocation: At this time, the OTLB projects a \$100,000 increase over current database costs. This projection will be factored into the 27-29 budget, and a fee increase will likely be required to absorb the costs.

Risks and Mitigation Strategies: Implementation of the new database before the Thentia contract expires, allowing time for migration of the data, customization and staff training. The OTLB will work closely with DAS Procurement to ensure RFP process is moving ahead.

Next Steps: DAS Procurement is finalizing a statewide database services RFP, which is expected to be released soon. Until this RFP is issued, agencies lack the hard cost data required to take further action.

Conclusion: The OTLB will work with DAS Procurement throughout the RFP process. The agency will promptly communicate any adjustments to project projections or actual costs to the LFO and CFO.