



OREGON YOUTH AUTHORITY

Policy Statement

Part I – Administrative Services



Subject:

OYA Information Technology Governance

Section – Policy Number:

C: Property Management – 10.0

Supersedes:

I-C-10.0 (04/25)

I-C-10.0 (10/22)

Effective Date:

08/08/2025

Date of Last

Review/Revision:

None

**Related
Standards
and
References:**

- OYA Information Technology Governance Charter
- [DAS Enterprise Information Services](#) – [Agency Guide to IT Governance](#)
- IT Governance Decision Log
- [OYA policy](#): I-E-1.1 OYA Administrative Rule, Policy, Procedure, and Protocol Development

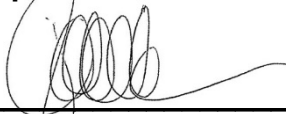
**Related
Procedures:**

- [OYA IT Governance Process](#)

Policy Owner:

Deputy Director

Approved:



Jana McLellan, Interim Director

I. PURPOSE:

This policy establishes a formal Information Technology (IT) Governance Program. The policy and the related agency-wide processes ensure alignment between OYA IT investments, agency business strategy, and desired outcomes to achieve effective and efficient use of information technology.

II. POLICY DEFINITIONS:

IT governance: The mechanism by which an organization implements, manages, and monitors its IT investments to achieve effective and efficient use of information technology.

IT Governance Committee: The group that oversees OYA IT investments to ensure that IT investment decisions (a) deliver value to the business; (b) are aligned with business strategic goals and priorities; (c) are within acceptable levels of risk, and (d) are aligned with State guidance for IT governance.

IT investment: Expenditure of financial or staff resources on information technology, including computing infrastructure or other technological services and applications that support the daily operations and the agency's mission.

IT request: A formal submission requesting the expenditure of IT resources (either financial or staff) on information technology, including computing

infrastructure or other technology services and applications in support of the daily operations and the agency's mission.

OYA Executive Team: An executive staff group that provides oversight of agency operations. Membership includes the director, deputy director, assistant directors, and other persons as requested by the executive team.

III. POLICY:

IT investments and technological solutions are evaluated and implemented to support an inclusive and equitable environment, ensuring that technology serves the needs of all individuals within OYA, including youth, staff, and stakeholders, without bias or discrimination.

This policy applies to anyone at OYA who is involved in IT decisions, whether they request, influence, or support them. All IT decisions must follow the below standards to keep technological efforts coordinated and prevent confusion.

IV. GENERAL STANDARDS:

A. OYA IT Governance Process

1. OYA must have a written agency-wide process documenting how IT investments are identified, analyzed, reviewed, and approved or deferred. [See [OYA IT Governance Process](#)]
2. The written process must also describe how OYA monitors anticipated IT investment results.

B. OYA's IT Governance Structure

1. OYA's IT governance body is the IT Governance Committee (OYA Executive Team).
2. As outlined in the IT Governance Committee Charter, the committee determines priorities and makes decisions regarding IT requests to ensure that IT investments are aligned with business strategies and desired outcomes.
3. The IT Governance Committee must review investment decisions annually. This review ensures that each investment has delivered on its stated objectives and achieved the desired outcomes, providing an opportunity for strategic adjustments when necessary.

- C. This policy must be reviewed for possible updates at least every two years in accordance with OYA policy I-E-1.1 OYA Administrative Rule, Policy, Procedure, and Protocol Development.

V. LOCAL OPERATING PROTOCOL REQUIRED: NO