

Information Technology Strategy and Investment Committee

Minutes – October 13, 2016
(Pending Approval)

Office of Policy and Management, 450 Capitol Avenue, Hartford, Connecticut
Conference Room 2A
10:00 A.M. – 12:00 P.M.

Committee Members Present:

Melody Currey, Committee Co-Chair, Commissioner, Department of Administrative Services
Susan Weisselberg (on behalf of Ben Barnes), Deputy Secretary, Office of Policy and Management
Lou Fazzino (on behalf of Commissioner Klee), Department of Energy and Environmental Protection
Kendall Wiggin, State Librarian, Connecticut State Library
Scott Jackson, Commissioner, Department of Labor
Roderick Bremby, Commissioner, Department of Social Services
Mark Raymond, Chief Information Officer, Department of Administrative Services, Bureau of Enterprise Services and Technology

Others in Attendance:

Department of Children and Families: Deputy Commissioner Fernando Muniz, David Barry, Cheryl Cronan, Rita Pelaggi, Valter Borges
Office of the State Comptroller: Angelo Romano, Donalynn Black
Office of Policy and Management: John Vittner, Jim Hadfield, Mike Riggott, Bob Dakers, Valerie Clark, Alison Fisher

- **Call to order**
 - Deputy Secretary Sue Weisselberg called the meeting to order at 10:05 a.m.
- **Introductions**
 - Committee members and other attendees introduced themselves.
- **Review of Previous Meeting Minutes**
 - A motion to approve the 09/14/16 meeting minutes was made by Deputy Secretary Weisselberg, Mark Raymond seconded the motion. Ken Wiggin and Scott Jackson abstained. The motion was approved.
- **IT Capital funding requests**
 - **OPM – Core-CT Health and Human Services Purchase of Service (POS) Contract Management System; Grants and Cash Management modules**
 - Bob Dakers gave an overview of the benefits in implementing the CORE-CT Contract Management, Grants Management (piloting) and Cash Management modules. He indicated the core team has recently had great success implementing additional functionality in the CORE-CT system. Contractors and the Core support team are currently working on these upgrades and it would be very beneficial and efficient to

dovetail the implementation of these modules while they are engaged and that they have a strong project team to drive the project to completion. Bob then focused primarily on the Contract Management module and explained the business goals, processes efficiencies and the benefits the project would provide. He indicated there are 10 other agencies that will benefit from the project and how they are committed to supporting the implementation.

- Mark Raymond mentioned that level of commitment from the 10 agencies is critical to the success of the project. Bob concurred and stated they agencies have been strong and willing participants in the process and want this to be a success as well.
- Angelo Romano and DonaLynn Black discussed the need for the Cash Management Module and how it would streamline their processes. Donalynn mentioned how the new module would allow a plug and play environment that would significantly reduce the current support required for adding new banking and financial services.
- Ken Wiggin asked about the Criminal Justice Grant Management system that was recently implemented and if that could be a solution for the proposed CORE-CT Grant Management Module. The committee agreed that the Criminal Justice Grant serves them well but is not robust enough to be a statewide solution. Mark Raymond indicated that it could be a benefit in the future to have Criminal Justice use the CORE-CT module.

○ **DCF – Additional Funding for the SACWIS Replacement Project – Planning Phase**

- Deputy Commissioner Fernando Muniz gave a history and overview of the current state of the project. He indicated the need for additional funding to keep the project on track until there is a contract awarded. He mentioned they are only requesting 50% of the funding needed for the project through the IT Capital Investment Program and that OPM had authorized DCF to use revenue diversion allowing the additional 50% to come through federal matching.

• **Votes**

○ **Core-CT Health and Human Services Purchase of Service (POS) Contract Management System; Grants and Cash Management modules**

- The Committee discussed the benefits of the project. All agreed on the how the new functionality will benefit many agencies and that the CORE-CT implementation team and supporting agencies are prepared to implement.

Commissioner Jackson made the motion to approve the funding.

Commissioner Bremby seconded the motion.

Deputy Secretary Weisselberg abstained.

All other Committee members unanimously approved.

○ **DCF – Additional Funding for the SACWIS Replacement Project – Planning Phase**

- Alison Fisher raised a concern about DCF's engagement in Lean and asked whether the DCF business processes had been reviewed prior to implementing a new system. Mark Raymond indicated that KPMG had worked on developing both "current state" and

“future state” process models along with DCF. However, the Committee asked that John Vittner request a response from DCF to address the concern raised by Alison Fisher.

Deputy Secretary Susan Weisselberg made the motion to approve the funding.

Mark Raymond seconded the motion.

All other Committee members unanimously approved.

- **New Business**

- John Vittner reviewed the Information Technology Capital Investment balance sheet and highlighted the number of projects and overall financial picture.
- Mark Raymond led a discussion and how to improved communications on the availability of the IT Capital Investment Program to the agencies.

- **Adjournment**

- A motion to adjourn was made by Commissioner Jackson and seconded by Commissioner Bremby. The motion was unanimously approved. The meeting was adjourned by Commissioner Currey at 11:20 am.