

Top Five IT Initiatives

Additional Project Details and Approval Process as they relate to Secretary Smith's memo of March 20, 2008

Web Portal: The State's new web portal system is operational and all departments and agencies are expected to participate in the state portal. Therefore, all plans for enhancements, modifications or new web development must be submitted to the CIO's Office for review and approval. No web development may be done outside of the state web portal project without written approval by the CIO's Office.

Details: The Web Portal Project was authorized by the Vermont Legislature in 2006; the Enterprise Content Management System (ECMS) that was a core part of that project was launched last fall. This system is managed by Vermont Information Consortium (VIC). The ECMS provides free web hosting and content management tools. As part of the Web Portal Project VIC also provides application development for a wide range of services, both fee generating and free. The state's goal is to provide all government services online in the coming years. The state currently spends over \$1 million dollars annually on maintaining and developing web content/applications; we believe we can save a significant portion of that funding through the single hosting environment model. In this model state agencies will be able to manage and develop web sites easily and quickly using the ECMS. We are currently working to make sure all major agency and department web sites have a plan to migrate to the ECMS environment. It is not necessary for all state entities to begin migration immediately, but when a site is scheduled for an upgrade or revision it will then need to move into the ECMS.

Process: The Web Services Director Harry Bell will be working to develop a tracking tool for web sites in the state and an approval form for major web site development projects. Until that process is in place please send harry.bell@state.vt.us a brief note discussing the nature of any upcoming project.

Document Management: The CIO's Office will launch an Enterprise Document Management (Sharepoint) system, which will be available later this year. All projects that encompass content or document management must be approved by the CIO.

Details: The state is finalizing a contract with a vendor to implement an Enterprise Microsoft SharePoint Server (MOSS) Environment. The MOSS suite of applications will provide the technology to support much of the state's document management needs going forward. Agencies and Departments with existing document management systems will certainly be permitted to continue to use their current system. The Enterprise SharePoint system, much like the Web Portal Project, will allow business units across the state to take advantage of a managed environment with the flexibility to tailor it to their specific needs. The MOSS suite of tools is integrated with the familiar MS Office suite and is designed to stabilize and enhance work flow around business documents. MOSS will add consistency to how people, including Vermont citizens, interact with electronic content, processes, and business data. It truly is a system that can bring many of our state business practices into the electronic age.

Process: The Enterprise SharePoint Environment will be available later this year, at which point agencies will be able to utilize the system. Darwin Thompson, the manager of the state's Project Management Office, will be leading this initiative. Darwin will publish a SharePoint

development request form in the coming months. Please email Darwin.Thompson@state.vt.us for approval of any document management or SharePoint Projects.

Server Consolidation: The CIO's Office must approval all server purchases and implementations to ensure these projects are aligned with the server consolidation initiative.

Details: In the world of Information Technology, the topic of Data Centers, Server Consolidation and Virtual Servers has probably become the hottest topic. Here in the state we have over 700 servers and less than 50% are in data center locations. DII has been working to establish a new data center at the National Life building. It is estimated that the state could save over \$500k in energy savings alone if we embraced consolidation and virtualization statewide. In the coming years, we will be working with agencies and departments to discuss the best strategy for virtualizing servers. This summer we plan to establish a work group to map out our future in this exciting area. We must stop the random purchasing of servers and coordinate efforts to purchase hardware and software that is consistent with this vision.

Process: The state's Chief Technology Officer/Enterprise Architect, Michael Morey, has been working diligently with departments and agencies to develop a discipline in the area of virtualization over the past year. At this point, we are only asking to approve hardware and software related to server infrastructure, so please email mike.morey@state.vt.us with all purchase requests related to servers. It is better to contact Mike early in your process so that he can help before too much effort is put forth.

Email: DII will launch an upgrade to the Microsoft Exchange Email platform this spring, after which all remaining agencies and departments will be expected to migrate to this new system.

Details: Over 60% of state government is on the DII Exchange 2003 system today. We need to finish the project to bring all of state government onto one Enterprise Email platform. We are currently building the new Exchange 2007 platform on new hardware at the new data center and expect to be ready by June to begin migrating existing Exchange 2003 customers. We will issue a memo next week to the current Exchange 2003 customers to begin discussing the migration to Exchange 2007.

Process: We are working with the agencies that are not currently on the enterprise system and will continue to do so in the months to come to prepare for their eventual migration onto the enterprise email platform. The Project Manager for this initiative is Tom Jenny Thomas.Jenny@state.vt.us, please feel free to contact him if you have any questions.

Grants Management: The State has selected an Enterprise Grants Management System. Agencies and departments must work with DII to coordinate all activities in this area.

Details: Over the past year the state conducted an RFP process to select an Enterprise Grants management application. After countless hours of reviewing the responses by the multi-agency selection committee a vendor has been chosen. Due to funding constraints we have decided to move forward with a pilot in one agency, and then gradually roll out the system to other agencies as funding becomes available. We are finalizing the contract details, and do not wish to communicate too much information until the contract is in place. Suffice it to say that we are very comfortable with this vendor's capabilities and we look forward to formally launching the pilot later this spring.

Process: Please forward any questions related to grants management to Barbara.Cormier@state.vt.us.