



# Legislative Branch Computer System Planning Council

## 62nd Montana Legislature

**MEMBERSHIP**  
SUSAN FOX, CHAIRPERSON  
SEN. EDWARD BUTTREY  
REP. BILL BECK

**MEMBERSHIP**  
MARILYN MILLER  
BETH CARGO  
TORI HUNTHAUSEN  
AMY CARLSON  
DICK CLARK

**COMMITTEE STAFF**  
HENRY C. TRENK  
DIRECTOR OLIT, LSD

## MINUTES May 31, 2012

Room 102, Capitol Building

Helena, Montana

Please note: These minutes provide abbreviated information about committee discussion, public testimony, action taken, and other activities. To the left of each section in these minutes is a time designation indicating the approximate amount of time in hours, minutes, and seconds that has elapsed since the start of the meeting. This time designation may be used to locate the referenced discussion on the audio or video recording of this meeting.

Access to an electronic copy of these minutes and the audio or video recording is provided from the Legislative Branch home page at <http://leg.mt.gov>. On the left-side menu of the home page, select *Committees*, then *Interim*. Once on the page for *Interim Committees*, scroll down to the appropriate committee. The written minutes summary, along with the audio and video recordings, are listed by meeting date on the interim committee's web page. You must have Real Player to listen to the audio recording or to view the video.

Hard copies of the exhibits for this meeting are available upon request. Legislative Council policy requires a charge of 15 cents a page for copies of the document.

### **COMMITTEE MEMBERS PRESENT**

Rep. Bill Beck  
Sen. Edward Buttrey

Susan Fox, Chairperson  
Beth Cargo  
Marilyn Miller  
Amy Carlson  
Tori Hunthausen  
Dick Clark

### **STAFF PRESENT**

Hank Trenk, Director OLIT, LSD  
Steve Eller, CSS Manager  
Dale Gow, NSS Manager  
Darrin McLean, Enterprise Architect  
Jennifer Simmons, Financial Services Manager  
Terry Johnson, Principal Fiscal Analyst  
Fong Hom, Committee Secretary

## AGENDA AND VISITORS' LIST

Agenda (Attachment 1)  
Visitors' list (Attachment 2)

### COMMITTEE ACTION

- The minutes of the February 9, 2012, meeting were approved as amended.
- The committee preliminarily approved the CSPC's budget.
- The committee preliminarily approved the Legislative Enterprise Architect Principles as amended.

### CALL TO ORDER AND ROLL CALL

00:00:06 The meeting was called to order at 9:01 a.m. The committee secretary noted roll visually.

- **Approval of February 9, 2012, minutes**

00:00:48 Sen. Buttrey discussed a change in the minutes of the February 9, 2012, meeting. Sen. Buttrey referred the committee to page 3, time stamp 48:40, where the last sentence reads, "our efficiency cost savings could be no more paper". Sen. Buttrey said he would prefer that that sentence read "could be less paper utilized."

00:01:54 The minutes were approved as amended.

### PROPOSED 2015 BIENNIUM CENTRAL IT BUDGET

- **Review of proposed budget - Darrin McLean, Enterprise Architect**

00:02:32 Darrin McLean discussed the draft IT Budget (**Exhibit 1**).

#### **Committee questions**

00:08:07 SEN. BUTTREY asked about funding external streaming.

00:08:31 Mr. McLean said we spend 3 to 4 FTEs a session on our AV system. Real Player is no longer a viable company.

00:09:41 SEN. BUTTREY asked about the funding amount for external streaming.

00:09:56 Mr. McLean thinks that when they did their external savings, it was around \$86,000, minus staff time.

00:10:29 SEN. BUTTREY suggested putting external streaming for \$25,000 and moving the \$176,000 down to the contract services. He asked about a separate wireless system for legislators and if that was included in the budget.

00:10:58 Mr. McLean said no, that that is going to be in the maintenance costs because they doesn't pay for wireless, that the set up is in their hardware.

- 00:11:05 **Dale Gow** said they are working with ITSD to take the costs to set up the private VLAN out of our budget this year.
- 00:11:34 **Terry Johnson** asked if someone could elaborate on the three items that are under the hardware/software life cycle costs.
- 00:12:00 Mr. Gow said this cycle is on schedule with a 5-year replacement cycle for the equipment that we currently have. During the last session, they supported the session with desktops that were purchased in 2003. The \$500,000 is to replace session equipment. The server equipment needs replacing and that is the \$200,000 cost.
- 00:14:29 **Hank Trenk** discussed the \$5.9 million number that was put together by the contractor that was hired to do an analysis of the replacement of the systems.
- 00:18:19 **Steve Eller** discussed the inability to support mobile devices. Things change all the time and Real Player is not able to keep up with the technology. Granicus specializes in this and they are able to support iPhones and iPads and Androids.
- 00:19:18 Ms. Miller asked about Java.
- 00:20:12 Mr. Eller said that Java is a key programming language that has been around. Oracle recently bought the company that developed Java. It is standard enterprise software.
- 00:23:10 Mr. Johnson asked Mr. Trenk about the \$5.9 million figure.
- 00:24:07 Mr. Trenk said that this project is to replace the word processing parts of the LAWS system and to replace the word processing parts of the post-session publications; i.e., the MCA and Session Laws.
- 00:24:52 **Susan Fox** said she would recommend that the committee go through the proposal at the next meeting so that we are clear on those components. We did a business and systems analysis to come up with the \$5.9 million. Ms. Fox spoke about the Granicus system.
- 00:27:59 Ms. Fox asked Mr. McLean to explain the archiving situation.
- 00:28:33 Mr. McLean said Granicus will archive the audio and video files in their data centers. Content management is the area where there is data that hasn't been classified as to how long that is to be kept. We need a place to store the data, and that is where the archiving solution comes in.
- 00:30:27 Ms. Fox asked if a Cloud solution been explored.
- 00:30:34 Mr. McLean said that they explored attaching it to the network and storing it.
- 00:32:53 **Dick Clark, ITSD**, cautioned the committee about Cloud.

00:35:12 REP. BECK asked Mr. McLean to explain "cleaning infected systems, 15 computers at \$300 a piece".

00:35:37 Mr. McLean said that when legislators bring their computers in during last session that have viruses. They put this figure in as an overhead to the network staff to clean the machines.

00:37:31 SEN. BUTTREY said that when we talk about archiving and backing it up, are we considering using the state computer centers? Is there any savings in utilizing Miles City versus Helena.

00:38:08 Mr. McLean said that they have looked at putting the disaster recovery in Miles City so if something happens in Helena, that data will be located in Miles City. They are looking at the state data centers as a viable options.

00:38:14 SEN. BUTTREY said that as we bring to the Legislature that we are not going to use the data centers, we need to have good justification financially as to why we wouldn't do that.

00:38:37 Amy Carlson commented on content management.

00:39:59 REP. BECK asked about the Security Officer position.

00:40:38 Mr. Gow explained that originally he was hired as the Security Officer. He is able to do the basic needs of the position even though he is no longer the Security Officer.

00:41:57 Beth Cargo asked about the security of our systems and who pays for it.

00:43:08 Mr. McLean said that the security of the systems are based off where they are located on our network and are paid by the Legislative Services Division.

00:44:32 Ms. Cargo asked if the costs was in the budget.

00:44:40 Mr. McLean said that most of the costs for security is incorporated.

00:44:54 Mr. Gow discussed the network design project where they look at the health of the network. He said they are transitioning off of Netware and moving to a Microsoft Solution Active Directory.

00:45:59 Ms. Fox said that they will produce final numbers to be presented at the last CSPC meeting. Ms. Fox asked for preliminary approval of the budget to be incorporated into the Computer System Plan, to be a part of the Legislative Branch budget.

00:48:00 SEN. BUTTREY said that he is comfortable putting his name in this committee on something that the committee believes that the budget needs to be and sent forth to the Legislative Council.

00:49:21 REP. BECK agrees with Sen. Buttrey.

**Motion**

00:51:27 **SEN. BUTTREY moved for preliminary approval of the CSPC's budget. The motion passed unanimously by voice vote.**

**LEGISLATIVE BRANCH INFORMATION TECHNOLOGY RESERVE ACCOUNT**

00:53:02 Ms. Fox discussed the Information Technology Reserve Account (**Exhibit 2**).

**Committee questions**

00:54:07 Ms. Miller asked if there was anything that needs to be discussed regarding the House and Senate technology.

00:54:26 Mr. Trenk said that there are issues that still need to be addressed. They are working on those and when they prepare the plan, they will be addressing those technology issues.

00:55:35 SEN. BUTTREY asked if there are any requirements for how the money in the reserve account is to be used.

00:55:54 Mr. Trenk said that the original reason for asking for the reserve account to be set up was to address obsolete systems.

00:57:10 REP. BECK asked who administers the fund and makes the decisions.

00:57:31 Mr. Trenk said that the money that is put into the account is defined in statute. As far as how the money is spent, you have to get approval from the Legislative Council.

00:58:01 Jennifer Simmons explained the Short Term Investment Pool (STIP).

01:00:42 Mr. Trenk discussed the three projects funded out of the reserve account: replacement of Novell Netware; conversion from Microsoft Access database to Oracle; consolidation of Oracle databases into one database.

01:03:54 REP. BECK asked Ms. Hunthausen if Legislative Audit Division audits this account.

01:04:15 Tori Hunthausen said that that LAD doesn't have statutory authority to audit that account. Legislative Audit Division does have financial compliance audit of the Legislative Branch every two years and this account would fall under the purview of that financial audit.

01:04:49 Ms. Fox said that the previous use of this fund was for the Vote Systems in the House and Senate. The \$297,000 authorized by the Council this biennium was for preliminary work on replacement of the session systems.

**DISCUSSION OF CONTENTS OF 2015 COMPUTER SYSTEM PLAN**

01:06:56 Mr. McLean discussed the contents of the 2015 computer system plan. The Enterprise Architecture and the BCA process will be added to the plan. The addition of the modernization plan will allow them to keep current in the enterprise as they move forward.

01:07:14 Ms. Fox asked when the draft plan would be available.

01:07:25 Mr. McLean said that he is hoping by the mid-July.

**BREAK - reconvene at 10:23 a.m.**

### **EMERGING ISSUES**

- **Technology/Communication Allowance for Legislators - Susan Fox**

01:23:40 Ms. Fox discussed the technology allowance (computers) for legislators, communication allowance (phones), and the use of tablet versus computer.

01:32:45 Ms. Fox discussed issues that are arising; i.e., how much information on a legislator's laptop is public record, whether or not those computers are state-owned, archiving emails for legislators.

- **Mobile Computing Efforts in the Legislative Branch - Susan Fox**

01:35:21 Ms. Fox discussed the memorandum dated April 24, 2012, to Dick Clark, CIO, ITSD, regarding Mobile Computing Efforts in the Legislative Branch (**Exhibit 3**).

01:45:59 Dick Clark, CIO, ITSD, said that several issues were discussed at the eGovernment Council meeting: how are we going to use mobile computing to enhance the productivity of people inside government, how do we enable the citizens in the external utilize mobile computing, and how do we enhance the ability of businesses in the state through mobile computing.

- **Discussion on the issue of e-mail**

02:00:30 Mr. McLean said that archiving emails is becoming a legal issue as well as a storage issue. He said that he has been looking at solutions, and one of the solution is the use of gmail.

02:01:39 Mr. Trenk discussed an email service for legislators that will help them manage their emails and the issue of archiving emails.

- **Proxy Votes**

02:06:00 Ms. Fox said that she is working with the Legislative Council on appointments to committees so that legislators are not appointed to a lot of committees where they end up missing meetings and leaving their proxy with someone. She said

that this is more of a policy and procedure problem than a technological problem.

02:11:56 SEN. BUTTREY said that leadership sets that policy. He said that the upcoming leadership of both houses will be receptive to sitting down and coming up with a better process.

- **Report on Select Committee on Efficiency in Government**

02:13:00 SEN. BUTTREY gave a report on the activities of the Select Committee on Efficiency in Government IT Subcommittee meeting held in Helena.

- **Legislative Enterprise Architect Principles**

02:19:20 Mr. McLean distributed the Legislative Enterprise Architect Principles (LEAP) and gave a presentation on the rationale and implications of each principle (**Exhibit 4**).

**Committee discussion**

02:29:42 Ms. Fox asked if the changes as recommended by Rep. Williams been integrated into this version.

02:30:15 Darren Chiappinelli, Consultant, Sabot Technologies, said that the concern was the quality of dialogue.

02:30:58 Ms. Fox said the clarification in Principle 10 about strategic asset could also be applied in Principle 6. Would that be a concept that could be worked into a refined version of this, as it relates to Principle 6?

02:31:42 Mr. Chiappinelli said yes, they will look at it and incorporate that concept into either the rationale or implication of Principle 6.

02:31:48 Ms. Fox encouraged the committee to look at the rationale and implications because the final version will be adopted into the Plan at the final meeting.

02:32:23 Mr. Chiappinelli said that these principles will guide the activities and decision making of IT for future investment and direction for budget expenditures.

**Motion**

02:34:46 **SEN. BUTTREY moved to preliminarily approved the Legislative Enterprise Architect Principles as amended.**

**Discussion**

02:35:51 Ms. Carlson suggested grouping the concepts.

02:36:52 Mr. Chiappinelli noted that the principles used in this fashion don't have a de facto primacy over each other.

**Vote**

02:39:39 **The motion passed unanimously on voice vote.**

- **Comments from ITSD - Dick Clark**

02:40:23 Mr. Clark commented on the mobile computing efforts, the Utah situation where a breach in the firewall occurred, and the issue of security.

- **Tour of Data Center**

02:43:22 Ms. Fox discussed the tour of the Data Center by members of the Legislative Council.

**NEXT MEETING DATE AND AGENDA ITEMS**

02:44:26 Ms. Fox said that the next meeting date is August 1 at which time the Computer System Plan will be adopted.

02:45:18 REP. BECK commented on the tour of the Data Center. He also commented on the oil and gas boom in North Dakota that could affect Montana.

02:47:38 Ms. Carlson discussed the visit made by members of the Finance Committee and local government officials to the oil and gas production sites in eastern Montana.

02:50:24 SEN. BUTTREY commented on the exploration of wells in north central Montana and the need to plan for the possibility of finding wells in places other than in eastern Montana.

02:52:55 SEN. BUTTREY said that there is a need for a more valid ID system, maybe consider something like a military ID, and put that into the budget. This is for security reasons.

**ADJOURN**

02:55:27 With no further business before the committee, Ms. Fox adjourned the meeting at 11:56 a.m.

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