



# Legislative Branch Computer System Planning Council

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## 61st Montana Legislature

**MEMBERSHIP**  
SUSAN FOX, CHAIRPERSON  
SEN. DAVE LEWIS  
REP. BILL BECK

**MEMBERSHIP**  
MARILYN MILLER  
DAVE HUNTER  
TORI HUNTHAUSEN  
AMY CARLSON  
DICK CLARK

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

## MINUTES

June 22, 2010

Room 102, Capitol Building  
Helena, Montana

Please note: These minutes provide abbreviated information about committee discussion, public testimony, action taken, and other activities. The minutes are accompanied by an audio recording. For each action listed, the minutes indicate the approximate amount of time in hours, minutes, and seconds that has elapsed since the start of the meeting. This time may be used to locate the activity on the audio recording.

An electronic copy of these minutes and the audio recording may be accessed from the Legislative Branch home page at <http://leg.mt.gov>. On the left-side column of the home page, select *Committees*, then *Interim*, and then the appropriate committee.

To view the minutes, locate the meeting date and click on minutes. To hear the audio recording, click on the Real Player icon. Note: You must have Real Player to listen to the audio recording.

### **COMMITTEE MEMBERS PRESENT**

Sen. Dave Lewis  
Rep. Bill Beck

Susan Fox, Chairperson  
Marilyn Miller  
Dave Hunter  
Amy Carlson  
Kent Rice

### **COMMITTEE MEMBERS EXCUSED**

Tori Hunthausen  
Dick Clark

### **STAFF PRESENT**

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

## VISITORS

No visitors present.

## COMMITTEE ACTION

- The minutes of the April 27, 2010, meeting were approved as written.

## CALL TO ORDER AND ROLL CALL

00:00:01 Susan Fox, Chair, called the meeting to order at 9:02 a.m. The secretary noted roll. Tori Hunthausen and Dick Clark were excused.

00:00:10 The minutes from the April 27, 2010, meeting were approved as written.

## AGENDA

### • **PROPOSED 2013 BIENNIUM CENTRAL IT BUDGET**

00:01:14 Hank Trenk, Director of IT, reviewed the proposed budget (**Exhibit 1**) and the items listed in the draft IT budget (**Exhibit 2**):

#### 00:03:46 **Maintain the operational status of existing computer environment**

- ▶ Costs of hardware and software
- ▶ maintenance and supplies of hardware
- ▶ vote system maintenance
- ▶ ITSD services
- ▶ interns
- ▶ training
- ▶ audit IT training
- ▶ manage firewalls
- ▶ reapportionment system hardware
- ▶ external streaming server
- ▶ web server lease from OPI
- ▶ server room improvements
- ▶ library databases to the Internet
- ▶ duplicating equipment for committee minutes
- ▶ recovery server/replacement PCs
- ▶ computers for new LSD FTE

#### 00:11:56 **Maintenance/Upgrades**

- ▶ LAWS support
- ▶ network support
- ▶ LAD SABHRS support
- ▶ upgrade Branch macros
- ▶ security plan and disaster recovery plan assessments
- ▶ integrate calendars and notification system
- ▶ Enterprise Architect Program
- ▶ Windows 7 conversion

00:13:09      **Obsolescence Issue**

Mr. Trenk gave an update on the study the IT Office is doing with XmaLpha. **Steve Eller, IT Office**, gave an update on the Technologies Systems Analysis (**Exhibit 3**). Mr. Eller discussed the IT's analysis of the Legislative Fiscal Division's processes (**Exhibit 4**).

**Questions**

00:25:28      REP. BECK asked if the IT will be able to accomplish its objectives that it has proposed. **Ms. Fox** said that XmaLpha made some recommendations for some pilot projects that might occur this fall or before next session. Some of this can be done with existing resources, but for some of these major system changes, they would need some funding. She will bring a plan of what they are able to do under the existing budget for consideration at the next meeting.

00:27:45      REP. BECK asked about the fiscal note system. **Terry Johnson, Legislative Fiscal Division**, said that as bills are introduced that could have a fiscal impact, a fiscal note is prepared. Both LFD and the Executive Budget Office captures that information in two separate independent systems. The idea is to try and come up with some enterprise type solution that the information would be stored in one central location and utilized by LFD, the Budget Office, and other agencies.

00:32:39      **Software/Hardware/Systems to help Legislators**

00:33:44      **Feed Bill for 2011 Session**

00:34:34      Ms. Fox discussed the organization of a subcommittee from the Legislative Council that would work with newly elected or holdover legislators who have not yet accessed the technology fund to obtain computers for use during the session.

00:38:10      Ms. Fox discussed the issue of cleaning infected systems on the computers that were purchased by the legislators.

00:39:42      Ms. Fox discussed the issue of the state email accounts used by legislators.

**Questions**

00:49:20      Mr. Johnson asked about tapping into the reserve account for system replacement issues instead of including that cost into the budget.

00:50:50      Ms. Berger said that the usage in those funds is specific in statute to major systems and replacement of obsolete systems.

00:51:16      Mr. Johnson asked if the legislator technology allowance will be included in the feed bill or in the budget. Ms. Fox said that they were going to propose using the existing money from the past feed bill for the new legislators.

00:52:33      Mr. Johnson said that along those lines, shouldn't item 4, software/hardware systems be part of the feed bill? Ms. Berger said that goes along with the

session-types of maintenance, upgrades, and support that Mr. Trenk has in item 2, maintenance/upgrades/support to existing systems. She does not believe that the IT should pay for cleaning infected systems. The ownership of the systems has been specifically delineated to be legislators and therefore the responsibility for keeping the system in a manner that will allow it to be connected to LSD's system is the responsibility of the owner.

00:57:19 Ms. Berger said that the committee needs to keep in mind that the numbers that are on the green sheet, the fiscal 2011 biennium and the 2013 proposal are appropriated dollars. The reductions that both the Council and the Finance Committee were discussing are reductions to actual expenditures and not necessarily reductions to appropriated amounts.

- **EMERGING ISSUES: Committee Votes**

01:01:31 Sen. Brueggeman (via polycom phone) discussed the issue of committee votes. He said that as a bill moves through the process, it is nice to see how the committee voted in each House and how the individual members voted. He said that he has discussed this issue with Mr. Trenk and that it would be nice to see committee votes.

01:03:27 Mr. Trenk distributed an outline of the discussion on committee votes (**Exhibit 5**).

01:21:26 Ms. Fox said that she will bring a proposal to the Legislative Council at its September meeting on the issue of recording and accessing committee votes electronically.

**BREAK**

01:39:41 The meeting reconvened at 10:42 a.m.

- **DISCUSSION OF CONTENTS OF 2013 COMPUTER SYSTEM PLAN**

**Table of contents**

01:39:55 Mr. Trenk discussed the table of contents of the Plan (**Exhibit 6**). He will provide the completed plan and budget for the committee's approval at the next meeting.

**Discussion**

01:43:54 Ms. Fox said that a copy of the past Computer Systems Plans are available on the CSPC's webpage.

01:46:29 Mr. Trenk said that adding the obsolete or declining technology to the Plan helps them focus on getting the old systems replaced.

- **EMERGING ISSUES: Transparency**

01:46:58 Ms. Fox discussed the issue of transparency and what kinds of proposed legislation the committee would like to see to address transparency. Ms. Fox said

that if transparency was included in the Computer System Plan, that would raise the issue and then could be addressed by a fiscal note. She asked if there would be any interest in a bill to study transparency.

Ms. Carlson asked if a study resolution would be from the Legislative Council or from the Finance Committee. Ms. Fox said that she has not heard of any recommendations for a study resolution.

02:06:24 Mr. Trenk said that the current systems were never designed to have that kind of information put online. He talked about the Department of Administration purchasing a data warehouse where all the data from the current systems are put into a data warehouse which then could be accessed by legislators and the public. What he is concerned about is that unless you do a systems analysis and figure out what you want put online, you could end up spending a lot of money and in the end, having the whole process being a failure.

**Public Comment**

None.

• **OTHER BUSINESS -- NEXT MEETING DATE -- AGENDA ITEMS**

02:09:24 Amy Carlson, Legislative Fiscal Division, gave an update of their website.

02:10:18 Kent Rice, Legislative Audit Division, said that there was nothing specific to report from the Audit Division.

• **ADJOURNMENT**

02:10:59 With no other business before the committee, Ms. Fox adjourned the meeting at 11:14 a.m.

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