



# Legislative Branch Computer System Planning Council

## 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

April 27, 2010

Room 172, 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.

### **COMMITTEE MEMBERS PRESENT**

Susan Fox, Chair  
Sen. Dave Lewis  
Rep. Bill Beck  
Dave Hunter  
Amy Carlson  
Tori Hunthausen

### **COMMITTEE MEMBERS EXCUSED**

Marilyn Miller  
Dick Clark

### **STAFF PRESENT**

Hank Trenk, Director OLIT, LSD  
Steve Eller, CSS Manager  
Dale Gow, NSS Manager  
Karen Berger, Financial Services Manager  
Terry Johnson, Principal Fiscal Analyst  
Cj Johnson, Committee Secretary

### **AGENDA**

Agenda, Attachment 1

### **COMMITTEE ACTION**

The committee approved the minutes as amended from February 26, 2010.

### **CALL TO ORDER AND ROLL CALL**

00:00:00 Susan Fox, Presiding Chair, called the meeting to order at 9:05 a.m.. The members introduced themselves. The secretary noted the roll. Marilyn Miller and Dick Clark were excused. Steve Bender, ITSD, Department of Administration, attended the meeting for Dick Clark.

### **AGENDA**

- **Report from XMaLpha on Session Systems Analysis Project**

00:01:11 Mr. Trenk talked about the Request for Proposal that had been filled last fall by XMaLpha Technologies, a company that has experience in the analysis of session and publication systems for the Legislative Branch technology. He said that XMaLpha (XM) started their process in January and Devan Shepherd, CEO of XM, will be reporting via telecom of its process and analysis of the systems structure.

00:02:52 Mr. Shepherd introduced himself and gave an overview of XM (**Exhibit 1**). Mr. Trenk distributed a handout from XM that explains and identifies solutions for the Montana Legislative process and streamline the technology for better efficiency and cost savings (**Exhibit 2**). The handout is a rough draft that identifies the status of the projects that has currently taken place. He also told the members that the findings are in its early stages.

00:12:20 Ms. Fox informed the committee that XM has completed the staff interview process and the technical system process. She said that revenue and appropriation bills are included in the handout (Exhibit 2), and that LFD is a part of the process. Ms. Fox said when the analysis is completed the Legislative branch will have a strong idea of its needs and how to support the activities that happen during the legislative session.

#### **Questions**

00:13:23 SEN. LEWIS asked Mr. Shepherd to define the word elegant. **Mr. Shepherd** said that Montana is unique in that they maximize the tools that are readily available to create solutions that are effective for the people that use that information.

00:15:35 Mr. Shepherd said that some of Montana's systems are aging and said there is a risk that needs to be mitigated. He talked about moving to a newer and safer environment in a updated stage manner. Ms. Fox said the information and recommendations that is received from this analysis will be incorporated into the Legislative Branch budget request. She talked about using the current system and making it better along with incorporating new suggestions. She discussed the main frame not being cost effective as agencies leave and the need to find other methods within state government.

00:17:57 REP. BECK asked about the 2013 Legislative session going live and wanted to know what is meant about text going live. **Mr. Shephard** explained they are trying to find what is viable and to establish a plan that need to be completed for this process. He said their experience from other states has been a learning curve, and XM now knows what some of the stumbling blocks are that need to be avoided and what short cuts need to be taken.

00:19:15 Terry Johnson, Legislative Fiscal Division, asked about risks such as senior staff reaching retirement and older technology that is currently used. Mr. Shepard replied that both risks are real. He said that retirement and technology are at a point where they do not receive the support that is required to keep up with newer technology.

Mr. Johnson asked Mr. Shepard if he had any suggestions on how to resolve these issues. Mr. Shepard suggested looking at technology that has a longer sustainable life cycle in terms of hiring people that have the experience and know that technology.

00:22:58 Ms. Fox thanked Mr. Shepard for his hard work and for providing the committee with the update.

- **Discussion on the February 26, 2010 Meeting**

00:23:28 Tori Hunthausen, Director, Legislative Audit Division, offered a correction to the minutes of February 26, 2010. She said that on page 3, MEDA Act should be corrected to read MITA Act.

REP. BECK **moved** to approve the February 26, 2010, minutes as amended. The motion **passed**.

- **Computer System Budget**

00:24:28 Ms. Fox informed the committee that the Legislative Council is looking at the computer system budget for the Legislative Branch. She said she will ask for the Council's guidance at their June 2, 2010, meeting on the development of the budget for the Branch.

- **Legislative Branch IT Equipment Replacement**

00:25:40 Mr. Trenk addressed the longevity of the IT equipment replacement cycle **(Exhibit 3)**.

00:35:16 The committee talked about the life cycle of the IT equipment and training for end users. There was a discussion about training for legislators and legislative staff before the session begins . They talked about paperless technology and a request to the Council to provide an allowance in the feed bill.

### **Questions**

00:41:37 SEN. LEWIS asked about the five-year equipment replacement. **Mr. Trenk**

responded that the Governor's office is working on reducing costs and said they are talking about going to a five-year replacement of computer equipment. Mr. Trenk explained that it could cost more in the long run by going to a five-year equipment replacement instead of staying with the four-year replacement. He said that it could cost more due to providing support to an older PC when it breaks down.

00:44:29 Mr. Johnson discussed the number of printers that are added during a Legislative session. He said there are 53 extra printers hooked up during session and stated that is a large number. He asked if that number could be cut, which would not require as much support. Mr. Hunter responded that the printers are for staff and committee secretaries. He said it isn't legislators that are using the printers. Mr. Johnson and Ms. Fox discussed moving in the direction of becoming paperless, printing costs, and looking at printing-on-demand.

00:48:05 Ms. Fox asked Dale Gow about the support required for older printers versus newer models. Mr. Gow said that some of the printers are used for wireless and some are wired. He said the session doubles the amount that IT puts out to accommodate the laptops. Mr. Gow said replacing older models with newer efficient printers will reduce the cost.

00:50:08 Ms. Hunthausen talked about going beyond a four-year cycle for the Audit staff and how they are now 100% electronic work paper. She said if the equipment breaks down they could lose vital audit data.

00:52:04 Steve Bender, ITSD, Department of Administration, said that the suggestion of the five-year replacement cycle for PCs was a citizen's suggestion to the Governor's Office. The concern is maintenance for PCs. They currently have a four-year replacement cycle and the preference would be to stick with the four-year replacement cycle and treat the five-year as an exception.

00:54:32 Mr. Johnson asked about the Legislative branch moving to Windows 2007 as the main operating system for all PCs next biennium. Mr. Trenk talked about pushing Windows 2007 out for all full time staff and leaving Windows XP on the laptops for session staff for the 2013 Legislature.

- **Use of IT Contracted Services**

00:56:43 Mr. Trenk gave examples on how the IT has used contracted services and temporary services between sessions. He talked about the historic use of contracted services, and how IT used these services to assist in implementing and designing new technology due to the lack of staff and expertise (**Exhibit 4**).

01:02:54 REP. BECK asked Mr. Trenk to explain the disaster recovery plan. **Mr. Trenk** said it is a plan that an organization puts in place in case of a major disaster. **Mr. Gow** further explained that it is a contingency plan for them to look at how the Legislative Branch would react to catastrophes or disasters and to plan their IT environment around that.

- **Declining and Emerging Technology**

- 01:06:23 Mr. Trenk explained why the Legislative Branch has declining technology. He talked about:
- ▶ the software Oracle purchasing People Software and that Oracle will support it;
  - ▶ the Mainframe TextDBMS System that is used to maintain the MCA;
  - ▶ the LAWS web page that is used to track legislative bills;
  - ▶ WordPerfect and its macros;
  - ▶ Lotus Approach, used for accessing SABHRS;
  - ▶ Microsoft Office Suite or Microsoft Office and its use in the Legislative Branch;
  - ▶ the Montana Budget Analysis and Reporting System (MBARS);
  - ▶ the Novell Netware that will be phased out in the next 2 to 4 years to be replaced by SuSe Linux Open Enterprise Server.

Mr. Trenk discussed the emerging technology which will result in a more efficient system and a cost savings.

- 01:20:49 Ms. Hunthausen asked if the \$3 million replacement for MBARS, is that shared with the Governor's Office or is that the Branch's portion? **Mr. Johnson** said that that figure is now \$1 million and is shared between the Legislative Branch and the Executive Branch. **Ms. Fox** said that it was her understanding that the Executive Branch is not interested in pursuing any changes to MBARS and is not on the radar for next session.

- 01:21:38 Mr. Hunter commented that the LAWS system works well but the issue for him is that it presumes a substantial knowledge of how the Legislature works and it is the system that we use to communicate with the public during the session regarding the status of legislation. He said it needs to be more informative about how the process works because as it is now, it is not user friendly for the public.

## **BREAK**

- **Potential Branch IT Project and Budget Initiatives FY 2012 - 2013**

- 01:47:35 Mr. Trenk distributed a handout that addresses IT projects and budget initiatives (**Exhibit 6**). Ms. Fox explained how the feed bill will work.
- 01:52:53 Karen Berger, Financial Services Manager, said that the coming session will be unique related to the timing of when the training is done in November and whether or not there will be a Legislator Technology allowance in the feed bill. It was thought to put the Legislator Technology Allowance back into the feed bill. Ms. Berger said that by putting all the MT TV funds into the Legislative Services Division's budget and removing that bill from the feed bill, the costs of putting in the Legislator Technology Allowance into the coming feed bill would not increase the feed bill in total.
- 01:56:38 Mr. Johnson asked if legislators are eligible to purchase the Microsoft Office

Suite at the discounted price of \$10.00? Mr. Gow said that Microsoft verifies whether an employee is a state employee through their state email address and only state employees are eligible for the purchase.

01:58:43 Mr. Trenk talked about the budget for equipment automation in the House and Senate Chambers. He said the committee can address this issue at the next meeting.

02:00:01 Mr. Hunter asked about having extra bandwidth to support more people accessing the computer system in the capitol building to make the system faster. Mr. Trenk said that ITSD upgraded switches from 100 MB to 1 GB resulting in a bigger bandwidth inside the capitol building.

- **Computer System Plan Table of Contents**

02:01:38 Ms. Fox distributed a handout showing the updated Table of Contents for the system manual (**Exhibit 7**). She asked the committee to let her know if any changes need to be made.

- **Committee Direction**

02:04:05 Ms. Fox informed the committee that the next meeting date is June 22, 2010. Mr. Trenk said he will have updates to the IT Projects and Initiatives and on the system analysis system and XMaLpha at the next meeting.

02:05:33 Ms. Carlson reported that LFD is updating their website to be more user friendly. She will provide information at the next committee meeting.

02:08:55 Sen. Lewis talked about laptops for legislators. He said that laptops are a cost savings, and asked that the Council be informed that the laptops are needed by orientation in November.

02:11:18 Mr. Johnson asked if new laptops will be needed for the upcoming session. Ms. Fox said that the purchase of new computers was done at least four years ago and those legislators receiving those first round of computers are due for an updated computer.

02:12:51 The committee discussed the laptops being personally owned and how they are purchased and used.

## **ADJOURNMENT**

02:18:08 With no further business before the committee, Ms. Fox adjourned the meeting at 11:19 a.m.

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