



Legislative Branch Computer System Planning Council

57th Montana Legislature

MEMBERSHIP
LOIS MENZIES, CHAIRPERSON
REP. JOHN BRUEGGEMAN
CHRIS AHNER
SCOTT SEACAT

MEMBERSHIP
CHUCKIE CRAMER
ROSANA SKELTON
CLAYTON SCHENK
TONY HERBERT, ITSD

COMMITTEE STAFF
HENRY C. TRENK
DIRECTOR OLIT, LSD

May 23, 2002

MINUTES

Room 102, State Capitol
Helena, Montana

Please Note: These are summary minutes. Testimony and discussion are paraphrased and condensed. Committee tapes are on file in the offices of the Legislative Services Division. **Exhibits for this meeting are available upon request. Legislative Council policy requires a charge of 15 cents a page for copies of documents.**

COMMITTEE MEMBERS PRESENT

Rep. John Brueggeman
Lois Menzies, Presiding Officer, Executive Director, Legislative Services Division
Scott Seacat, Legislative Auditor, Legislative Audit Division
Clayton Schenk, Legislative Fiscal Analyst, Legislative Fiscal Division
Chuckie Cramer, Senate Sergeant-at-Arms
Tony Herbert, Chief Information Officer for Operations, Information Technology Services Division
Rosana Skelton, Secretary of the Senate

COMMITTEE MEMBERS ABSENT

Chris Ahner, House Sergeant-at-Arms

STAFF PRESENT

Hank Trenk, Director, Office of Legislative Information Technology
Terry Johnson, Principal Fiscal Analyst, Legislative Fiscal Division
Tori Hunthausen, Deputy IS Audit and Operations, Legislative Audit Division
Steve Eller, Applications Manager, Office of Legislative Information Technology
Jeanette Nordahl, Network Manager, Office of Legislative Information Technology
Miko Owa, Legislative Secretary

AGENDA

Agenda (ATTACHMENT #1)

COMMITTEE ACTION

- Approved minutes of the March 18, 2002 meeting

- Agreed to request that branch centralized IT budget be made biennial (rather than annual) for FY2004-05
- Requested that OLIT identify ways to reduce the proposed IT maintenance budget to bring it more in line with current appropriation levels
- Agreed to move the "Audio Recording of Committee Minutes" proposal out of IT budget and request that it be funded through the 2003 feed bill
- Postponed decision as to whether the internet broadcasting of session activities proposal should be included in the branch IT plan. Requested OLIT staff to provide additional information at the September meeting
- Removed the legislator automation proposal from the branch IT plan

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 9:00 a.m. by **Lois Menzies, Executive Director, Legislative Services Division**. Roll call was noted with all members present except for Chris Ahner who was excused. The Council adopted the March 18, 2002, minutes.

REVIEW OF STATEWIDE IT PROPOSALS FOR FY 2004-05

Tony Herbert, Deputy Chief Information Officer for Operations, presented to the Council *Significant Rate Adjustment Items and Strategic Issues* (EXHIBIT #1). He said that the significant rate adjustment items were alternate internet access, directory services infrastructure, MSDI strategic planning, project management support, and an electrical generator. Strategic issue items were statewide video system strategic design, potential server consolidation, a statewide GIS transportation database project, public safety communications, a state data center building, and a disaster recovery hot site.

Chuckie Cramer, Senate Sergeant-at-Arms, asked about using the National Guard Building for additional off-site office space. Mr. Herbert said that the facility is not earthquake resistant and is too close to the Capitol complex.

Jeanette Nordahl, Network Manager, Office of Legislative Information Technology, asked about the change in the directory services infrastructure. Mr. Herbert said that they changed it into a strategic issue because the timing is not right to go forward to the budget office.

Scott Seacat, Legislative Auditor, Legislative Audit Division, asked about ITSD's mix of the funding sources. Mr. Herbert said that 40% of the division's funding is through the general fund and 60% is through other funding sources.

STATUS REPORT ON STATEWIDE INITIATIVES

Mr. Herbert provided an update to the Council regarding the status of the IT initiatives identified by the legislative branch and detailed in a memo from Ms. Menzies to ITSD (EXHIBIT #2). Mr. Herbert said that the first issue, which relates to the alignment of reporting levels, is a modification that can be done in preparation for the 2005 Legislature. He said that in reference to the budget module and information coming out of the session, the changes requested can be implemented in the spring of 2003. He said that these changes must be approved by the Office of Budget and Program Planning, and meetings will be held to determine how the issues will be

handled.

TELEVISION MONTANA (TVMT)

Stephen Maly, Research Analyst, Legislative Services Division, presented to the Council the TVMT Overview and Budget Proposal for FY 2004-2005 (EXHIBIT #3). Mr. Maly also provided to the Council a TVMT brochure (EXHIBIT #4).

Rosana Skelton, Secretary of the Senate, asked about Montana PBS adding TVMT segments to its programming and if the pieces would be edited. Mr. Maly said that there would be some carefully edited footage, because Montana PBS does not have the capacity to distribute TVMT full-time.

Mr. Maly said that the cost for TVMT falls into three categories: infrastructure, production services, and transmission and distribution. He said that after the 2003 session, the legislature is looking at over \$1 million to make the system work. Mr. Maly said that there is a lot of interest in the program, but most see it as a public service and not something that is viewed as a worthwhile investment by the private sector at this point.

Ms. Cramer asked about federal funding. Mr. Maly said that federal grant sources require matching funds. He added that he has spoken with the congressional delegation, and they will look to present a bill requesting federal dollars. However, Mr. Maly said that he was not hopeful that such a bill would pass.

Mr. Herbert said that if there was a proposal into the federal government that would require matching funds, then the state legislature may be more inclined to approve the matching funds. Mr. Maly concurred and said that after the 2003 session, it will be a lot easier to make the match because the infrastructure will be in place.

Ms. Menzies asked about Helena Cable broadcasting the session. Mr. Maly said that Helena Cable will, most likely, be showing the broadcast live. He said that he anticipates a combination of live and delayed programming. Ms. Menzies asked about broadcasting to Montana PBS. Mr. Maly said that Montana PBS will broadcast an hour per day. However, he said that there is a physical connection that needs to be made to Montana PBS, and the details of that connection have not been determined.

Ms. Cramer asked if the connection to Montana PBS could be an in-kind contribution. Mr. Maly said yes, but it will not come from the television station. He said that the in-kind contribution will have to be from a cable network. He said that Montana AT&T is looking to sell to Bresnan Cable, and he will contact them to see if they would be amenable to the idea of an in-kind donation.

Ms. Skelton asked about the physical camera set-up for committees. Mr. Maly said that in the 2003 session it will be mixed because all of the hearing rooms will not be equipped with a robotic system.

Ms. Cramer asked which hearings will be filmed and how that is determined. Mr. Maly said that he will make that determination along with legislative leadership.

Mr. Seacat said that he does not believe TVMT should be part of the branch computer system plan and that perhaps TVMT should be part of the Information Technology Services Division.

Ms. Menzies said that the Legislative Services Division (LSD) has become the nurturer of this concept because the pilot project was focused on legislative broadcasting. Ms. Menzies concurred that future placement of the program may be within a different branch. However, she said that for the purposes of the 2003 session the program ought to remain within the LSD because we are still in the development stage.

Mr. Seacat said that the LSD should request legislation to place TVMT within the appropriate division and also request that it be properly funded.

The Council agreed not to pursue the proposal to seek up to \$1.3 million for TVMT within the proposed FY2004-05 computer system budget.

IT PROJECTS AND INITIATIVES FOR FY 2004-05

Hank Trenk, Director, Office of Legislative Information Technology, reviewed for the Council the *Legislative Branch FY 2002-03 Computer Systems Operation Plan (EXHIBIT #5)*. Mr. Trenk then reviewed the *Potential Branch IT Projects/Initiatives FY 2004-2005 (EXHIBIT #6)* and the *Legislative Branch FY 2004-05 Computer System Plan (EXHIBIT #7)*. Issues detailed were:

- Maintain operational status of current computer environment
- Audio recording of session minutes
- TVMT/internet broadcasting of session activities
- Legislator automation

Steve Eller, Applications Manager, Office of Legislative Information Technology, said that in reference to compliance with the Americans with Disabilities Act (ADA), he would like ITSD to draft its interpretation of the 2001 bill addressing ADA issues so that the Branch may comply with the legislation. Mr. Herbert said that he will take the request back to his department.

Mr. Seacat said that the centralized IT budget should be presented as biennial rather than annual. Members concurred with this suggestion.

Mr. Seacat said that it would be difficult to justify spending \$50,000 to access SBAS information from previous years and would like that item in the maintenance budget to be reduced. Mr. Seacat also said that he would like the wireless internet connection option to be explored. Mr. Herbert said that the wireless connection option probably has not been explored by ITSD because of issues involving reliability and speed of the connection. Mr. Herbert said that there are some wireless connections between buildings, but he will review the issue.

Mr. Seacat said that his final concern is that OBPP is asking for budget reductions, and he would like Mr. Trenk to look at making approximately \$250,000 in reductions for the IT budget.

Ms. Menzies said that as a planning Council, members are obligated to put certain initiatives

before the legislature for their consideration. She said that to not do so is a disservice to the legislature who values the Council's planning abilities.

Mr. Seacat concurred, but felt prioritization was necessary. The Council asked OLIT staff to identify ways to reduce the proposed IT maintenance budget to bring it more in line with current appropriation levels.

Ms. Skelton said that, with respect to the audio recording of session minutes, the Senate and House are desperately looking to try new technology to eliminate the hours a committee secretary spends transcribing minutes.

After much discussion, the Council determined that it would move the audio recording of session from the IT budget and request that it be funded through the 2003 feed bill.

Mr. Herbert asked if there have been discussions with his staff regarding internet broadcasting of session activities. Mr. Trenk said yes. Mr. Maly said that it was a freewheeling discussion with no conclusions. After much discussion, the Council agreed to postpone the decision as to whether the internet broadcasting proposal should be included in the FY2004-05 budget. Ms. Menzies said that the issue will be revisited in September with more information presented.

Mr. Seacat said that in reference to legislator automation, it should be taken out of the plan and presented as an issue before the legislature meets so that legislators can make the decision if they would like computers and if they would be willing to provide the funding.

The Council discussed providing services to legislators who bring their own laptops.

Terry Johnson, Principal Fiscal Analyst, Legislative Fiscal Division, said that the Council needs to define the purpose of legislator automation. Once the purpose is defined, the direction to take in this area will be clearer.

After much discussion, the Council determined that they would remove legislator automation from the plan.

POTENTIAL FY 2003 BUDGET REDUCTIONS

Ms. Menzies said that the Legislative Branch Directors have agreed to present plans to each division's approving authority regarding a voluntary spending reduction for FY2003. She said that there will be some reduction in the IT budget, but it will not be drastically hit.

Mr. Trenk asked about the range of the budget cuts. Ms. Menzies said that the directors are still in the planning phase and will be meeting later to discuss the issue.

COMPUTER SERVICES TO LEGISLATORS FOR 2003 SESSION

Mr. Trenk reviewed for the Council the computer services provided during the 2001 legislative session. He said that in addition to the computers provided by the branch, any legislator who brought a laptop was provided an internet connection if the legislator did not already have an internet connection using a local phone number. Mr. Trenk said that approximately 50 internet

connections were provided.

Ms. Menzies asked if the Council would like to replicate, expand, or pull back computer services for the 2003 session. After much discussion, the Council agreed that OLIT should provide the same level of service as during the 2001 legislative session with perhaps an increase in e-mail capabilities.

Rep. Brueggeman said that he does not think it would be difficult to provide every legislator with a state e-mail account. Ms. Menzies suggested that additional research is needed to address the issue.

NEXT STEPS

Ms. Menzies said that the initial plan will be presented to the Legislative Council on June 24, 2002. She said that the last meeting of the Computer System Planning Council will be held in September 2002 to refine any remaining issues. She said that a first draft of the plan, which will be modeled after the agency IT plan requirements set forth by ITSD, will be provided to the Planning Council for review, comment, and approval.

ADJOURNMENT

The meeting adjourned at 12:16 p.m.

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