



GOVERNORS OFFICE

**AGENCY INFORMATION
TECHNOLOGY PLAN**



2018



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Mission, Goals, and Objectives



Agency information technology mission, goals, and objectives ([2-17-524\(1\)\(a\)\(b\), MCA](#)).

Mission	Ensure that state government continues to live within its means and that the programs and budgets of state departments are sustainable and operated efficiently and fairly. Additionally, the Governor’s Office will protect the social capital of Montana, its families, businesses and communities by the judicious use of state resources and effective delivery of state services.
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		State Strategic Plan Goal/Objective Reference	Agency Goal/Objective Reference
Goal One	Manage constituent contacts to the office of the Governor in a timely and efficient manner.	Deliver state-of-the-art enterprise IT services to state and local government and the university system.	3
Objective One	Constituent contact tracking software application.	Leverage and deploy technologies that provide a modern experience for citizens and employees that access government data and services.	3.1
Objective Two	Mass email distribution system.	Leverage and deploy technologies that provide a modern experience for citizens and employees that access government data and services.	3.1

		State Strategic Plan Goal/Objective Reference	Agency Goal/Objective Reference
Goal Two	Effective budget preparation.	Deliver state-of-the-art enterprise IT services to state and local government and the university system.	3
Objective One	Continue ongoing maintenance of existing systems to ensure stability and availability.	Leverage and deploy technologies that provide a modern experience for citizens and employees that access government data and services.	3.1
Objective Two	Partner with the DOA IBARS group for use, modification and stability of IBARS system.	Leverage and deploy technologies that provide a modern experience for citizens and employees that access government data and services.	3.1

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		State Strategic Plan Goal/Objective Reference	Agency Goal/Objective Reference
Goal Three	Utilize IT resources to make it easier for local entities such as local Economic Development organizations, individuals, or companies to expand a business, relocate a business, or start a business in Montana.	Deliver state-of-the-art enterprise IT services to state and local government and the university system.	3
Objective One	Prepare enhancements for the Business Navigator portal to include functionality such as filing permits & licensing relevant to new businesses for state and local government.	Leverage and deploy technologies that provide a modern experience for citizens and employees that access government data and services.	3.1
Objective Two	Develop a statewide network utilizing SharePoint so stakeholders from all facets relating to the success of Main Street Montana Project are able to communicate and collaborate with each other.	Leverage and deploy technologies that provide a modern experience for citizens and employees that access government data and services.	3.1

Link to Agency Goals and Objectives	http://budget.mt.gov/Goals-Objectives
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Resources and Capabilities

Current information technology resources and capabilities ([2-17-524\(1\)\(c\)\(d\), MCA](#)).

Information Technology Resources

Summary of information technology resources:

Bureau / Unit Name	Number of FTE	Primary Function / Mission
Centralized Services-IT	1	Tier 1 IT Support/System Development

Information Technology Capabilities

Summary of Systems:

Name	Description	Purpose
Fiscal Impact	Fiscal Impact budget analysis application	Provides centralized tracking of fiscal impacts of legislation during legislative sessions.
Fiscal Note Template	Fiscal Note Template creator application	Provide a standardized way for agencies to provide input about how proposed legislation could affect their respective agency
STAD	State Tribal Activities Database	A centralized information management system for the major activities that occur between the State of Montana and the tribal governments within the state
Budget Change Document System	Tracking mechanism for budget changes	System used by all agencies to create & route a document through a required process when a transaction affects appropriations and related operating budgets
Governor's Office Legislative Bill Tracking	Tool to track legislation	Ensure all parties are aware of legislation that could impact their area of expertise
Single Audit Database	Schedule of Expenditures of Federal Awards (SEFA) reporting	Biennial audit that completes the reporting requirements of the Single Audit Act Amendments of 1996, and the Office of Management and Budget (OMB) Circular A-133.
Websites	The Governor's Office has multiple websites for public use	The Governor's Office disperses information to the public online
Program Inventory Database	Database used to collect information about programs offered by various state agencies	Document programs offered by various agencies
MATRS	Montana Audit Tracking & Reporting System	Track all agencies legislative audit corrective action plans

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Summary of Hardware:

Appliances: Devices designed for internet access and specialized business use, but without capabilities of a fully-equipped server. Appliances can be physical or virtual. Include all chassis, tape systems, firewalls, switches, KVM's, and USB Anywhere devices. Do not include appliances hosted by SITSD.

Total Number of Appliances	0
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Physical Servers: Include physical servers that are used for virtualization. Do not include servers hosted by SITSD.

Total Number of Physical Servers	0
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Virtualized Servers: Do not include servers hosted by SITSD.

Total Number of Virtualized Servers	0
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Storage: SANs and NASs. Do not include storage hosted by SITSD.

Total Usable Storage Space	0
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Devices: Currently in service including, but not limited to desktops, laptops, mobile devices, printers, cameras, etc.

Device Type	Quantity	Estimated Replacement Value
Desktops	43	\$1,250
Laptops	17	\$1,100
Mobile Devices (tablets, phones, etc.)	17	\$700
Printers	12	\$400
Cameras	1	\$500
Continue entering applicable items.		
Continue entering applicable items.		
Continue entering applicable items.		

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Agency information technology projects ([2-17-524\(1\)\(e\)\(f\)\(2\), MCA](#)).

Project Name No projects anticipated		
Division		
Project / Program purpose and objectives		
IT Goal and Objective Reference		
Estimated start date	Click or tap to enter a date.	
Estimated delivery date	Click or tap to enter a date.	
Estimated cost		
HB 10 Request	Choose an item.	
Funding source one	Funding Source	Amount Allocated
Funding source two	Funding Source	Amount Allocated
Funding source three	Funding Source	Amount Allocated
Annual costs upon completion		
Status of the project as of March 31, 2018 . Indicate % completed and status of funds expended.		

Project Name		
Division		
Project / Program purpose and objectives		
IT Goal and Objective Reference		
Estimated start date	Click or tap to enter a date.	
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HB 10 Request	Choose an item.	
Funding source one	Funding Source	Amount Allocated
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Funding source three	Funding Source	Amount Allocated
Annual costs upon completion		
Status of the project as of March 31, 2018 . Indicate % completed and status of funds expended.		



Contact Information

Agency Director / Administrator

Name	Tom Lopach
Phone Number	444-3111
Email Address	Tom.lopach@mt.gov
Mailing Address	PO Box 200801 Helena, MT 59620

Information Technology Contact (CIO / IT Manager)

Name	Errolyn Lantz
Phone Number	444-5518
Email Address	elantz@mt.gov
Mailing Address	PO Box 200801 Helena, MT 59620

Information Security Manager

Name	Matt Jackson
Phone Number	444-4539
Email Address	mattjackson@mt.gov
Mailing Address	PO Box 200801 Helena, MT 59620

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