



*Montana Historical Society*

# 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](#)).

<b>Mission</b>	<p>The Montana Historical Society (MHS) promotes an understanding and appreciation of Montana's cultural heritage-past, present &amp; future.</p> <p>To fulfill this mission the MHS:</p> <ul style="list-style-type: none"> <li>• collects, preserves and provides access to historical resources held in trust by the MHS;</li> <li>• produces educational and engaging exhibits, public programs, and publications</li> <li>• protects and preserves historic sites and cultural resources; and</li> <li>• provides leadership to those with similar goals.</li> </ul>
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		<b>State Strategic Plan Goal/Objective Reference</b>	<b>Agency Goal/Objective Reference</b>
<b>Goal One</b>	Integration of the current IT Platform with MHS programs and service needs to create centralized, efficient, and appropriate deployment of information technology solutions within the scope of the MHS strategic plan as well as personnel and financial resources.	Goal 1: Secure Goal 2: Shared Goal 3: State-of-the-Art Goal 4: Capacity	ITG1
<b>Objective One</b>	<p>Proactive management of hardware and software assets essential to ensuring continuity of services provided to MHS employees, patrons and partners.</p> <p>This ensures that MHS staff has a stable desktop computing environment as well as a stable, secure data center. MHS partners and patrons benefit by having reliable access to high quality content and services provided through stable information systems. Montana taxpayers</p>	Objectives 2.1, 2.2, 3.1, 3.2, 3.3, 4.2, 4.4, 4.6, 4.7	ITO1-1

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	benefit through tax savings associated with appropriate management of hardware and software assets.		
<b>Objective Two</b>	<p>IT security through development of IT resources in an organized, deliberative and cost-effective manner and protection of individual privacy and the privacy of information contained within IT systems.</p> <p>This objective creates a secure IT environment for all database and confidential information; heightened employee and volunteer awareness of IT security, and policies and procedures which will create a more secure computing environment within the Society and statewide.</p>	Objectives 1.1, 1.2, 1.5, 4.3	ITO1-2
<b>Objective Three</b>	MHS will increase efficiencies through creative opportunities for collaboration and cross-training among internal colleagues as well as with MHS partners. ITSD training will improve government services and provide educational opportunities for staff.	Objectives 1.2, 2.3, 4.2	ITO1-3

**State Strategic Plan  
Goal/Objective  
Reference**

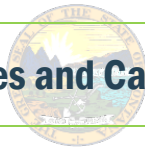
**Agency Goal/Objective  
Reference**

<b>Goal Two</b>	Improve customer service and staff efficiency by making Society services and information available electronically, enhancing both onsite visitor education and research	Goal 2: Shared Goal 3: State-of-the-Art Goal 4: Capacity	ITG2
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	experiences and opportunities and distance experiences and opportunities.		
<b>Objective One</b>	Provide access to Research Center and Museum Catalogs. Maintain accurate and complete inventories of collections, for internal control as well as public access. Provide increased and improved public access to collections, improved internal collection management.	Objective 2.3, 3.1, 4.5	ITO2-1
<b>Objective Two</b>	Maintain the Antiquities Database. The State Historic Preservation Office (SHPO) is tasked with maintaining a statewide inventory of heritage properties per MCA 22-3-423. The Antiquities Database is used by SHPO to make determinations for state and federal agencies on any effects to heritage properties located in the State.	Objective 2.3, 3.1, 4.4, 4.5, 4.6, 4.7	ITO2-2
<b>Objective Three</b>	Maintain E-Commerce outlets for promotion, public service, and revenue generation.	Objective 2.3, 3.1, 4.5	ITO2-3

<b>Link to Agency Goals and Objectives</b>	<a href="http://mhs.mt.gov/about/history">http://mhs.mt.gov/about/history</a>
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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 Division/IT	1	Provide all IT services to MHS

### Information Technology Capabilities

**Summary of Systems:**

Name	Description	Purpose
No systems yet identified		

**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	76	76 x \$1000 = \$76,000
Laptops	12	12 x \$1500 = \$18,000
Mobile Devices (tablets, phones, etc.)	0	
Printers	20	20 x \$150 = \$3,000
Cameras	0	
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](#)).

No current projects		
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 <b>March 31, 2018</b> . Indicate % completed and status of funds expended.		

**Contact Information**



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