

State Of Delaware
Technology Investment Council Meeting Minutes
November 13, 2002

Technology Investment Council Attendees			
Name	Organization	Attendance	Represented By
Tom Jarrett	DTI	Present	
Russ Larson	Controller General	Present	
Valerie Woodruff	Dept. of Education	Present	
E. Norman Veasey	Chief Justice	Represented	Dennis Jones
Jack Markell	State Treasurer	Present	
Ron Coupe	First USA	Present	
Justin Kershaw	WL Gore	Present	
Susan Foster	University of Delaware	Excused	
Kris Younger	82 North, LLC	Present	

Note: Also in attendance were all of the members of DTI Senior Team, DTI Team Leaders and Mike Biagini, Budget Analyst. No members of the public were present.

Call to Order:

Secretary Jarrett called the meeting to order at 9:05 am

Introductions and Welcome:

Introductions were made; attendance was noted as shown in the above table. Members of the DTI Senior Team and their Team Leaders were present as well.

DTI Update:

Secretary Jarrett updated the council with the progress of DTI in staffing the organization. One-on-one interviews with the OIS employees have begun; we are 72% completed and expect to be at 100% by 1 December. Most of the technical employees from the OIS organization are being offered jobs in DTI. The Secretary also advised that he would like to assign one Team Leader to each TIC member to insure that everyone is updated.

Old Business:

With the review of the meeting minutes from September, Secretary Jarrett asked for a motion to approve the minutes as written. Secretary Woodruff motion and Dennis Jones second her motion. With no opposition, the motion was carried.

New Business:

- Ø Secretary Jarrett updated members on the budget process as well as the current fiscal conditions.
- Ø Mark Headd briefed members on the budget hearing process.
- Ø **Review of 04 Budget Requests: Listed below are the IT projects brought forward by agencies through their 04 budget requests**

Windows 2000: Colleen Gause, Telecommunications Team Leader gave a high level overview of this project indicating that 35% of state employees have been migrated over to Windows 2000. This is a global project statewide.

ATM/Frame Relay Migration: Colleen Gause, Telecommunications Team Leader gave a high level overview of this project. DTI is 6 months into this and is scheduled to be completed by 30 June.

PHRST Upgrade: Lynn Hersey-Miller, Director of Major Projects gave a high level overview of this project. PHRST generates 38,000 paychecks every 2 weeks.

Mainframe Project: Secretary Jarrett briefed the members that quick fix's have been performed on the mainframe and an upgrade is needed to maintain service levels..

COTS: Dennis Jones gave a high level overview of this project. He also announced that Chief Justice Veasey has removed this project from his budget request this year due to current fiscal conditions that the State of Delaware is experiencing.

DHSS Banyan Migration: Mark Headd indicated that DHSS has requested monies to replace 1/3 (2100) of their desktops PC's.

Motion: Secretary Jarrett asked for approval on the above projects. Justin Kershaw indicated that prior to approving these projects that DHSS be given a "low" priority.

Dennis Jones motion that the above projects be approved with changes and forwarded to JJ Davis, Budget Director for consideration; Justin Kershaw seconded the motion. With no opposition, the motion was carried

Questions/Comments:

- Ø Dennis Jones asked how DTI prioritized the IT projects for the 04 budget? Secretary Jarrett's response was simple; projects that have an impact on a global scale as well as identify major projects that require new money.
- Ø Russ Larson asked if any other IT projects have been brought forward that didn't make it to this list? Mark Headd responded that smaller projects were brought forward, however, they were all under \$150,000.
- Ø Mike Biagini commented that the State of Delaware spends \$150 million a year on IT, which includes maintenance, new PC's, etc.
- Ø Justin Kershaw advised attendees that after reviewing attachments (meeting attachments) and coming from the Task Force, a lot has been accomplished in the last 14 months.

ACTION ITEMS:

- Ø Assign each member of the TIC to a DTI Team Leader – **Secretary Jarrett**

Dawn Hill scheduled the next meeting for 6 January 2002 @ 1:30 to be held in Legislative Hall.

Adjournment:

With no further business to be conducted, Secretary Jarrett adjourned the meeting at 11:45 am.

:dlh