



Meeting Minutes

Date: 03/01/2013

Minutes prepared by: Jon Eichten

Location: Blazing Star Room: Centennial Office Building

Attendance

Lynn Anderson – MN Management and Budget

Laurie Martinson – Dept. of Natural Resources

Richard Kolodziejewski – MN Assoc. of Professional Employees

Rick King – Thomson Reuters

Spencer Cronk – Dept. of Administration

Charles Johnson – Dept. of Human Services

Mona Dohman – Dept. of Public Safety

Absent

Bernie Arseneau – Dept. of Transportation

Gary Shelton – Scott County

Decisions Made

Decision: Meeting minutes from the September 15th meeting were approved.

Decision: Move to quarterly meetings.

Agenda

Committee Housekeeping – Rick King – 10 Minutes

Consolidation Update – Carolyn Parnell/Ed Valencia – 25 Minutes

Implementing the Tactical Plan – Carolyn Parnell/Ed Valencia – 25 Minutes

FY14 Cost Allocations and Billings – Carolyn Parnell/Ed Valencia – 25 Minutes

Capturing Savings – Carolyn Parnell/Ed Valencia – 25 Minutes

Meeting Schedule – Rick King – 5 Minutes

Next Meeting

Date: 11/07/2013

Time: 3:00 – 5:00 p.m.

Location: Blazing Star Room; Centennial Office Building

Meeting Notes

Chair Rick King brought the meeting to order, and the agenda and minutes from the November 6 meeting were approved.

Commissioner Parnell provided the committee an update on the progress of IT Consolidation, with a summary of accomplishments in year one and the value created by the initiative thus far. She then detailed the planned focus for the 2014-15 biennium, namely the redesigning of IT infrastructure services and the refining and extension of MN.IT's charge-back model to encompass all IT services. The Committee inquired as to the scope of service redesign, specifically regarding applications, and MN.IT leadership clarified the focus of redesign is on core infrastructure services and not application support. The Committee also inquired as to the planned scope of central IT purchasing in the biennium, and MN.IT leadership stressed the focus will be on strategic investments and not on non-substantial items. The committee also discussed the timeline of financial changes moving forward and the methodology behind the extended charge-back model.

Deputy Commissioner Ed Valencia and Commissioner Parnell then detailed MN.IT's planned approach for capturing savings in the new consolidated IT service model. MN.IT leadership detailed what such funds could potentially be used for moving forward, including to cover expenses of consolidation, to fund specific IT projects, to address enterprise-wide IT priorities, or to fund other IT-related enterprise innovation initiatives. MN.IT leadership stressed the need for "catch-up" work to be done in certain IT environments in order to replace aging legacy systems, bring the "have-nots" up to an acceptable service standard, and improve system security.

The committee reiterated that, while savings should be reinvested in IT, when savings originate from particular agencies, a portion should be applied to agency-specific IT priorities. The committee raised the PFA model within DEED as an example of a system of governance to help direct investment of savings and provide a formal voice for agencies in the reinvestment of IT savings. MN.IT leadership stressed the importance of the MN.IT governance model in providing such a forum moving forward.

In closing remarks, committee members confirmed the change to a quarterly meeting schedule.

Meeting adjourned at 9:30 AM.