



Date: March 19, 2004

To: Gerald E. Connolly, Chairman
Fairfax County Board of Supervisors

Sharon Bulova, Chairman
Budget Subcommittee, Fairfax County Board of Supervisors

From: Edward H. Blum, Chairman
Fairfax County Information Technology Policy Advisory Committee (ITPAC)

Subject: Recommendations Regarding the Advertised Budget Plan for FY 2005

Background

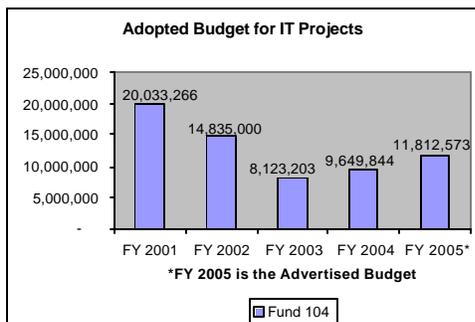
During FY2004, ITPAC met with County Information Technology (IT) management and staff on a regular basis to review the county’s Information Technology program. The committee focused on business process functionality, modernization, best practices, industry trends, and on-going and proposed projects. The meetings included a review of the background and guidelines used to formulate the Department of Information Technology (DIT) General Fund, Technology Infrastructure Services (Fund 505) and IT Modernization (Fund 104) budgets.

Recommendations

After reviewing the proposed Information Technology budgets for fiscal year 2005, within the constraints of the on-going fiscal challenges, ITPAC supports the proposed funding as appropriate for the level of work that is planned. However, in the context of declining funding, ITPAC is very concerned about the escalating pressures on IT resources stemming from continuing increased requirements for security and privacy of data in information systems, and new requirements to support homeland security and emergency management needs.

DIT has informed ITPAC that for the IT modernization program in FY 2005, 40 requests totaling \$27.6 million were submitted for consideration for Fund 104. Of this amount, 23 projects totaling \$11.8 million are recommended to be funded. As part of the total IT investment plan package, Public Safety initiatives totaling \$6.7 million are also recommended funded through E-911 income in Fund 120. Last year no new projects were in the proposed budget; this year, ITPAC supports several new project initiatives included in the County Executive’s Advertised Budget. Several of these, however, are also part of the County Executive’s “reductions options” package. ITPAC notes and believes it is important to emphasize that these investments are strategic and will enable the County to meet priorities and challenges longer term.

The chart below shows the reductions in Fund 104 modernization dollars since FY 2001. These reductions are in addition to mandated budget reductions in both the project funds and day-to-day operations within the DIT. ITPAC recognizes the on-going challenges of the County’s budget but notes the important role of IT in achieving service delivery efficiencies and accommodating service demand growth.



Even with these reductions, ITPAC feels that the County’s IT program continues to address the need to build a reliable, scalable technology foundation that can support IT projects which improve the effectiveness and efficiency of county services. ITPAC also points out that the IT plan’s investments and Department of Information Technology initiatives are aligned with the County’s strategic vision elements – themes expressed at the Board of Supervisor’s retreat. They also respond to pressures for more intensive IT use to support key operations such as emergency management and safeguarding the IT assets essential to government operations and services. Although

investment dollars are currently constrained, ITPAC urges the County not to fall substantially behind in its investments using technology as an essential tool to enable cost effective delivery of government services and to achieve BOS goals.

Support of County Objectives

This letter highlights several important initiatives and endorses several strategic concepts regarding improved efficiency, effectiveness and service delivery Countywide. Several of the strategic investments directly support the themes expressed throughout the BOS retreat (*themes represented in bold type*). For example, these include investments in e-government, and customer relationship and constituent tracking, which provide improved opportunities for government **communication and engagement** with the community – interacting with numerous government services and special initiatives around the clock. Investments in the inspections and permitting systems enable horizontal collaboration between County departments based on input from the business community, to streamline the land development process and improve information for making decisions.

Other DIT investments and strategies support doing business effectively through e-government, and IT infrastructures support **linkages** with regional entities, state agencies and nearby local governments. These include the interconnectivity of fiber networks supporting public safety inter-jurisdictional response, DIT's initiatives for cross governmental boundary services through seamless web interfaces, DIT involvement on state technology committees, DIT contribution to homeland security initiatives through development of methodologies for sharing data between entities and the extensive, continually updated GIS data system. These provide improved ways to get and analyze information to improve the county's **decision-making** posture, which also assists agencies in developing **prevention and intervention strategies** for social problems.

Project investments in the IT Plan also align with the Fairfax County Vision Elements. Many of these support, respond to and are nested in overlapping elements. Examples include: investments in Human Services and Public Safety projects, which support **Maintaining Safe and Caring Communities**; e-government, telework and CRM initiatives, which support **Connecting People and Places, Creating a Culture of Engagement, Maintaining Healthy Economies, and Environmental Stewardship**; projects in the land-development arena, which support **Building Livable Spaces**; and IT infrastructure and e-government and telework projects, which support **Corporate Stewardship and Connecting People and Places**.

Finally, ITPAC notes that several projects and restructuring of IT resources are necessitated by Federal and State un-funded mandates and other post-911 pressures. Examples include federally mandated HIPAA compliance, and projects around public safety and public service communications supporting the county's ability to respond quickly and effectively. Others include protection of our IT assets, considered a critical infrastructure and another frontier for terrorism, particularly cyber terrorism, which if not adequately defended could become inoperable and thereby seriously disable major segments of County services. Further, DIT is fully engaged in a variety of Public Safety initiatives that require sophisticated IT solutions. Because DIT has developed standards and a scalable infrastructure that can be leveraged across agencies, these solutions can be implemented cost-effectively.

The recommended IT investments also meet **five** key investment policy objectives shown below. More detailed explanations of the projects within these requirements is provided in the FY 2005 advertised budget:

1. **Mandated Requirements:** (*enacted by the Federal Government, Commonwealth of Virginia, Board of Supervisors, Court ordered or County regulation changes*)
2. **Completion of Prior Investments:** (*multi-year lease purchase, implements phase or completion of planned project*)
3. **Enhanced Security:** (*homeland security, physical security, and information security and privacy*)
4. **Improved Service and Efficiency:** (*consolidate business practices; support more efficient government; optimize management and use of county assets and data; enhance systems to meet the expectations and needs of citizens; and, promote service that can be provided through the Internet-'e-government'*)
5. **Maintaining a Current and Supportable Technology Infrastructure:** (*consistent and reliable hardware, software and communications infrastructure; ensure that citizens, businesses and County Employees have appropriate access to information and services*)

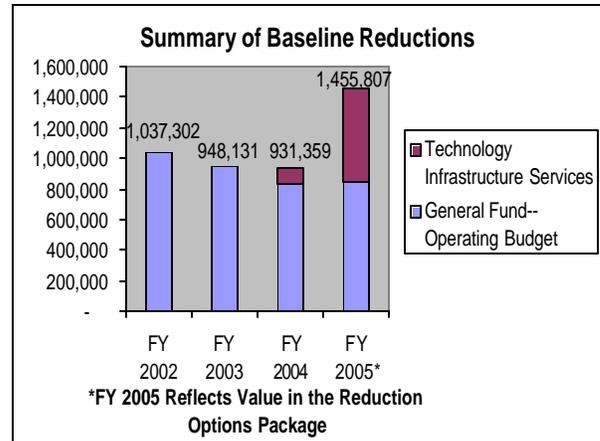
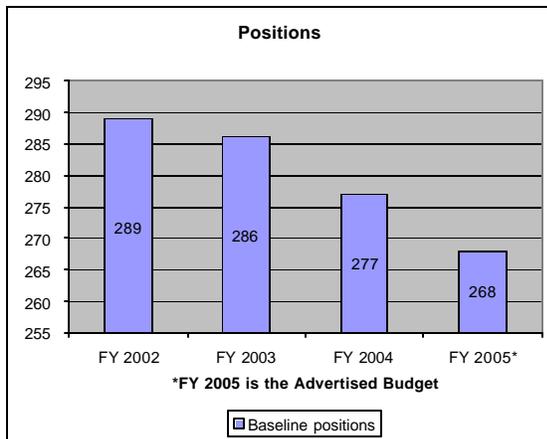
ITPAC stresses the importance of the five investment policy objectives relative to the County’s continuing focus on making access to government services more reliable, secure, and efficient. In addition, ITPAC fully supports the continued development and maintenance of the County’s technology investment program and initiatives, and endorses the following projects for funding in FY2005.

Investment Policy Objectives:	Mandated Requirements	Completes Investment	Enhance Security	Improve Efficiency	Maintain Infrastructure	
	1	2	3	4	5	
FY 05 Project Investments						Amount
Existing/On-going:						
Public Service Communications Replacement		<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	\$ 449,930
Plans And Agreements Monitoring System (PAMS)		<input type="checkbox"/>		<input type="checkbox"/>		\$ 402,674
Inspection Services Information System (FIDO)		<input type="checkbox"/>		<input type="checkbox"/>		\$1,704,455
GIS Orthoimagery / Pictometry		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ 618,080
Health Management Information System				<input type="checkbox"/>		\$ 83,304
Athletic Facilities Scheduling System, Phase 2 On-line		<input type="checkbox"/>		<input type="checkbox"/>		\$ 92,225
Technology Certification Training					<input type="checkbox"/>	\$ 250,000
Public Access – e-gov, internet, IVR, Kisok, e-payments				<input type="checkbox"/>	<input type="checkbox"/>	\$ 500,000
Citizen Relationship Management & IQ				<input type="checkbox"/>	<input type="checkbox"/>	\$ 540,600
Remote Access/Telework Expansion	<input type="checkbox"/>	\$ 150,000				
Sheriff Information Management System (Adult Detention Center)		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	\$ 812,465
Document Management and Imaging - JDRC		<input type="checkbox"/>		<input type="checkbox"/>		\$ 714,494
Courtroom Technology Prototype				<input type="checkbox"/>	<input type="checkbox"/>	\$ 250,000
Sub-total on-going						
New Projects:						
Proffer Database and Status System	<input type="checkbox"/>			<input type="checkbox"/>		\$ 188,700
Document Management and Work Flow (DFS)				<input type="checkbox"/>	<input type="checkbox"/>	\$1,179,567
Electronic Accounts Payable (DOF)				<input type="checkbox"/>	<input type="checkbox"/>	\$ 245,762
Telecommunications Voice architecture				<input type="checkbox"/>	<input type="checkbox"/>	\$ 600,000
Facilities Space Modernization				<input type="checkbox"/>		\$ 100,000
Project Dashboard				<input type="checkbox"/>		\$ 200,000
Police Evidence System				<input type="checkbox"/>	<input type="checkbox"/>	\$ 70,000
Facilities Maintenance Management System replacement				<input type="checkbox"/>		\$ 792,250
Windows 2003 infrastructure upgrade				<input type="checkbox"/>	<input type="checkbox"/>	\$ 607,400
IT Security				<input type="checkbox"/>	<input type="checkbox"/>	\$1,260,667
Sub-total new						
Total Fund 104 Investments						\$11,812,573
Public Safety Projects from Fund 120 (E-911)	<input type="checkbox"/>	\$ 6,698,933				

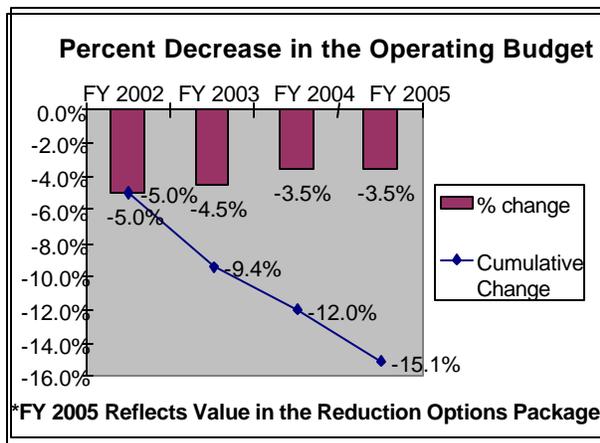
ITPAC continues to support maintaining the high levels of technical competence required to manage the county’s technology assets. Training support is essential to realize the anticipated productivity gains these IT investments produce. Although reduced twenty-five percent from previous years’ allocation, funding has been included to provide for information technology training associated with the county’s initiatives – to ensure that rapid changes in information technology do not out-pace the County's ability to maintain required technology skills.

In addition to the investment portfolio, ITPAC also offers continued support for DIT operational objectives in continuing to effectively maintain the County’s enterprise IT environment; to implement policies and management practices that standardize architecture and infrastructure; to provide greater support for the expanding requirements for IT security and emergency management; and to leverage existing resources and investments across the County.

ITPAC commends the Department of Information Technology for its vigilant efforts to use technology in its own operations to optimize available staff resources to support the growth in IT systems and programs and associated growth in the required infrastructure.



* These position numbers represent DIT baseline only and do not include the HIPAA position created in FY 2003, nor the HSIT position consolidation and associated work.



Like the rest of County operations, DIT has experienced recurring cuts to its baseline operating budget since FY 2001. To date the County's investments in technology have allowed Fairfax County to serve a growing population without the significant growth in staff that would otherwise have been necessary just to provide basic services.

Fairfax County's IT program has been and continues to be recognized as a national and international best practice example. ITPAC continues to feel that the County's leadership in viewing IT as an essential asset, along with the on-going level of investments and support for the County's IT program, and execution by the Department of Information Technology has contributed to current

successes in the Board meeting its priorities. It also adds credence to the County's claims of being a supportive environment for high-tech/IT enterprises to do business.

Based on the close working relationship between the County's CIO and staff, ITPAC believes the County's IT investments have been instrumental in creating a more efficient and effective means of serving the County's residents, visitors and businesses as well as meeting the demands of a growing population while simultaneously enabling the County to minimize the growth of its overall employee head count. ITPAC believes this investment has allowed the County to meet cost-effectively the expectations of its constituencies. It has allowed the County to remain competitive in the metropolitan region and nationally in attracting new business growth, and has allowed the County to meet new demands for privacy and Homeland Security with fewer IT resources.

On behalf of all ITPAC members, please accept our endorsement of the FY 2005 technology initiatives and programs requested by the Department of Information Technology, including the projects noted above that support the five main County investment policy objectives.

- cc: Board of Supervisors
 Information Technology Policy Advisory Committee
 Anthony H. Griffin, County Executive
 Verdia L. Haywood, Deputy County Executive
 Edward L. Long Jr., Chief Financial Officer
 David J. Molchany, Chief Information Officer
 Robert A. Stalzer, Deputy County Executive