

Report Title: 2020 - 2022 IT Strategic Plan

Agency: 129 Department of Human Resources Management (DHRM)

Date: 8/31/2020

Current Operational IT Investments

In this section, describe the high-level strategy the agency will use to manage existing operational IT investments over the next year to 5 years. This section should align with identified Business Requirements for Existing Technology (BReTs). At minimum, please address the following questions in your description of your agency's strategy for managing existing operational IT investments:

Are there existing IT investments that will require additional funding over the next year to 5 years, such as license renewals, re-competition of current IT contracts, or system enhancements required by the Agency Strategic Plan?

If there are systems that will no longer support the agency's business needs, either through poor performance or excessive cost, how does IT leadership in the agency plan to address the issues?

If the agency does not have the staff or funding to meet increasing demand for IT services, how will IT leadership fulfill the requests?

1 - IT SYSTEMS OPERATIONS - IT operations within DHRM is about to undergo a significant transformation. This transformation will result from Cardinal's replacement of the following DHRM-maintained, mission-critical, statewide systems in the March to August 2021 timeframe: I) - PMIS [Personnel Management Information System] - §2.2-1201.(3) of the Code of Virginia requires that DHRM "Design and maintain a personnel information system that shall support the operational needs of the Department and of state agencies, and that shall provide for the management information needs of the Governor, his secretaries, and the General Assembly." Currently PMIS is the system that DHRM provides agencies to gather, manage, and communicate critical personnel information and workforce data for salaried and wage employees at most state agencies. It is one of the Commonwealth's most critical systems. II) - BES [Benefits Eligibility System] - DHRM provides state agencies and certain local entities with access to the Benefits Eligibility System to elect and manage state employee (including employee dependents) and retiree health benefits. BES tracks health benefits information for most employees in PMIS. When PMIS and BES were first implemented many years ago, BES only served PMIS employees. That makeup has dramatically changed. Now, PMIS employees represent only 1/3 of the participants that are managed in the BES system. III) - TAL [Time, Attendance and Leave] - A time/leave keeping system DHRM built in FY2013-14. TAL is currently used by sixty-three (63) state agencies and over 20,000 users. The systems above are the core of DHRM IT HR operations. It is not clear at this time how the roles and responsibilities for the DHRM IT teams that manage / operate these systems will change. DHRM anticipates that its current operational staff will be redeployed to address gaps / new needs that arise from the Cardinal implementation as well as work on new IT initiatives. 1a) -Needed IT Funding - Though the systems above continue to function, current operational support demands are not able to be met within business owner timeframes in the absence of these two positions.

2) IT HELP DESK - DHRM has managed to pull together parts of non-helpdesk staff's time (less than 1.5 FTE total) to provide a much-needed IT Help Desk for the systems that it operates. This IT Help Desk provides support for a number of DHRM's most critical systems as well as both of DHRM's employee / agency facing portals (EmployeeDirect, HuRMan and SecurePass) that serve tens of thousands of employees as well as HR professionals at most state agencies. DHRM IT does not have dedicated helpdesk staff to devote to supporting all the systems it is responsible for. As a result, requests to resolve user access or other issues can take time to understand, triage and address. Creation of documentation for systems, processes and procedures that would enable employees and HR professionals to self-serve their own needs and DHRM to better support its systems, goes undeveloped. 2a) Needed IT Funding - DHRM needs IT Funding for two (2) help desk/documentation specialist. Funding is estimated to be \$170,000 (\$55,000 x 2 + benefits). Positions will be GF (50%) and NGF (50%)

3) INFORMATION TECHNOLOGY SECURITY - DHRM engaged in a Memorandum of Understanding (MOU) with VITA Security Services, to receive Information Security Officer (ISO) services to perform and document DHRM's Business Impact Analysis (BIAs) and System Security Plans /Risk Assessments for DHRM's 40 total applications of which 25 are sensitive systems. However, many of DHRM's security needs for ensuring compliance are mainly out-of-scope for this MOU. Those needs include: I - Developing, implementing, overseeing, and maintaining the agency's IT Security Program that meets or exceeds the requirements of COV IT security policies and standards in a manner commensurate with

risk. II - Preparing and revising continuity plans, policies and procedures, IT security plans, and disaster recovery plans. III - Verifying and validating that all agency IT systems and data are classified for sensitivity for confidentiality, integrity, and availability. IV - Developing and maintaining information security awareness and training program for agency staff, including contractors and IT service providers. V - Implementing and maintaining the appropriate balance of preventative, detective and corrective controls for agency IT systems commensurate with data sensitivity, risk and systems criticality. VI - Mitigating and reporting all IT security incidents in accordance with §2.2-603 of the Code of Virginia and VITA requirements and take appropriate actions to prevent recurrence. To satisfy the requirements above and to comply with Commonwealth Security Standards, DHRM created and filled an ISO position and an Information Security Analyst position. 3a) - Needed IT Funding - No new funding is needed at the moment. Funding needs should be re-evaluated at later time.

4) Commonwealth of Virginia Learning Center (COVLC) - The Commonwealth's Learning Management System (LMS) - It was implemented in 2004 with the objective of providing a more efficient and effective method of maximizing training at an acceptable cost. It is a large enterprise system composed of one major central domain with multiple levels of sub-domains where each one is independent from the others. The uniqueness of this system is that, although each sub-domain is independent, they have the ability to share training across each one thus maximizing training opportunities. DHRM manages the enterprise solution and the major domain, while agencies and other public bodies using the system, manage their own sub-domains. The COVLC system has experienced significant functional difficulties that have been disruptive to its approximate 300,000 plus end users. It is unable to consistently and effectively serve the operational business needs and training mandates of state agencies. Its replacement is critical to meet the required support for existing statewide initiatives and the rollout of new initiatives. It is further required to support the ongoing business needs of state agencies and minimize the costs associated with state agencies individual procurements of training. DHRM needs to procure a modern and effective Learning Management System to support the business operations and training needs of state and local government customers. 4a) - Needed IT Funding - DHRM will submit a budget request to fund a new Learning Management System in 2021-2023. The total estimated cost is \$7,000,000 with a broken down into year one setup cost of \$4,000,000 and annual cost of \$1,500,000 for year 2022-2023.

5) Adjunct Emergency Workforce (AEW) - DHRM currently has an AEW application but it needs to be revamped to better meet customer needs (particularly those of DSS) . Another state agency (VDH) has an AEW-like application that DHRM is planning to review. The results of this review will help determine DHRM's next steps regarding the AEW application it offers. 5a) Needed IT Funding - DHRM will determine its direction with and funding needs for its AEW application subsequent to its upcoming meeting(s) with VDH and possibly other agencies.

6) - CRM (Customer Relationship Management) System - DHRM is implementing a solution to manage customer service activities, related to PMIS and its subsystems, the data warehouse and data analytics tools, the Employee self-service portal and the HuRMan web tools portal. Currently, DHRM Office of Health Benefits (OHB) is using Microsoft Dynamics CRM for health benefits case management and reporting purposes. This solution is currently an on-premise installation. Going forward, DHRM is moving to a CRM cloud solution and intends to leverage this solution to increase visibility and control of DHRM help desk and service activities in a configurable and easy-to-use solution through the creation of new customer service tenants open to participation by all DHRM office areas. 6a) Needed IT Funding - No new funding is needed at the moment. Funding needs should be re-evaluated once the solution has been extended to all the DHRM Office Areas.

7) DHRM has additional IT Operational investments that it supports that include the following: - Data Warehouse and Agency File Repository - External Internet Websites and internal Intranet documents sharing - CVC (Commonwealth of Virginia Campaign) System - CommonHealth Employee Wellness Program 7a) Needed IT Funding - DHRM does not anticipate needing additional funding for these investments in the current biennium.

Factors Impacting the Current IT

In this section, the agency will describe the changes in their business environment that will require or mandate changes to the agency's current IT investments. These are requirements and mandates from external sources, such as other agencies or business partners, the agency's customer base, product and service providers, or new federal or state legislation or regulations. The agency must identify the business value of the change, any important deadlines that must be met, and the consequences if the deadlines are not met. In your discussion, be sure to note whether the proposed enhancements are funded or not. If the agency's existing current IT investments will not need enhancement due to requirements or mandates from external sources in the foreseeable future, the agency should enter the following text rather than leave the Factors Impacting the Current IT section blank

For each mandated change, summarize your agency's response from your Agency Strategic Plan, and is it the

opinion of agency IT leadership that the IT portion of the response is adequately funded?

Do the mandated changes effect IT in other Commonwealth agencies, or in other states? If so, how?

DHRM has a number of significant factors that are impacting its business environment. Those factors are:

1 - REPLACEMENT of DHRM's PMIS, BES and TAL systems by Cardinal HCM - This is a mandated change that will dramatically affect DHRM's IT operations. DHRM is working closely with the Cardinal team to plan for the implementation of Cardinal as well as the impact to DHRM. The mandated changes will impact other Commonwealth agencies.

2 - EXECUTIVE ORDER 19 - The closing of CESC in 2022 and the related need to have applications cloud ready before this closure - A number of DHRM's major systems (PMIS, BES, TAL and SAS Visual Analytics) are running on physical servers that are located at CESC. Though Cardinal will replace these systems, their historical data must continue to be available in a read-only mode for inquiry purposes. DHRM is considering options for hosting these applications or making the data in these systems available. DHRM has submitted funding estimates of \$740,000 for anticipated cloud migration efforts.

3 - INADEQUATE STAFFING LEVELS - DHRM does not have a dedicated IT Help desk team to support an IT help desk service either application or desktop support. The existing IT staff (Project Manager, Analysts, and Developers) responsible for the planning, maintenance and operations provide help desk support for systems and IT equipment.

Proposed IT Solutions

In this section, describe the high-level strategy the agency will use to initiate new IT investments over the next year to 5 years in support of the agency strategic objectives documented in your Agency Strategic Plan. The agency does not need to consider specific technologies at this time, however, the strategy should identify how the IT implementation will provide business value to the organization. This section should align with identified Business Requirements for New Technology (BRnTs). At minimum, please address the following questions in your description of your agency's strategy for initiating new IT investments:

What are the most important solutions, based on the priority assigned to the requirements by the business sponsors in your agency, and what is the approach to achieving these priority solutions?

If any new IT initiatives will be started in the upcoming budget biennium, is it the opinion of agency IT leadership that it is adequately funded?

Does the agency's current IT staff have the appropriate skill set needed to support future agency technologies? If not, what skill sets need to be acquired?

If the agency will be engaged in multiple new IT initiatives, how will agency IT staff and agency subject matter experts be used across the initiatives?

Until the transition to Cardinal occurs DHRM will continue to operate the above systems. Once the transition occurs, DHRM must continue to provide access to the historic data of these systems that was not converted into Cardinal. The provision of this data (whether by leaving the existing systems running a read-only mode or pursuing some other option) will require some level of funding. DHRM will continue to offer a statewide learning management system (?COVLC?). This third-party system has showed a number of deficiencies that are requiring DHRM to replace it. A replacement LMS is needed (refer to 4a above in Current IT Investments and also note that one additional part-time wage position will be required to manage and support the LMS helpdesk.) DHRM is contemplating pursuing the following efforts that will require some amount of additional funding: (1) developing a salary increase capability that can generate update files suitable for use by PMIS or Cardinal; (2) developing / procuring a performance management tool that will allow online employee evaluations to be performed DHRM has a contract for a recruitment management system (RMS), but the contract for that system is nearing its end and (contractually) cannot be extended. DHRM is beginning efforts to procure a replacement RMS.

Report Title: Business Requirements For Technology

Agency: 129 Department of Human Resources Management (DHRM)

Date: 8/31/2020

129 DHRM BReT - Extend Current Recruitment Management System (RMS)	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	5/14/2020
Mandate:	Yes
Mission Critical:	Yes
Description:	
<p>VITA has a contract with PeopleAdmin for a Software as a Service (SaaS) offering that provides a recruitment management system (RMS) that 1) state agencies can use to post jobs and manage the recruitment process and that 2) applicants can use to apply for state jobs. DHRM uses the PeopleAdmin solution today to provide an RMS offering to a large number of state agencies. DHRM needs to continue using the PeopleAdmin solution and needs VITA's assistance to enable that continuation before the existing contract with PeopleAdmin expires in November 2020. It is DHRM's understanding that VITA SCM is working with PeopleAdmin to extend the contract. DHRM and the agencies that use DHRM's RMS offering need this automated means to advertise for and manage recruitment efforts for vacant positions. The absence of an offering will stop agencies' ability to conduct recruitments and fulfill the mission of the Commonwealth. Additionally, the absence of an offering would cause DHRM to fall out of compliance with Governor's Executive Order 74/01 (requiring agencies, colleges and universities to post all vacant classified positions, which they intend to fill, into a centralized recruitment system).</p>	
129 DHRM BReT Cloud Readiness Assessment 2018 Adjunct Emergency Workforce	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/8/2019
Mandate:	Yes
Mission Critical:	Yes
Description:	
<p>Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019. The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:</p> <ul style="list-style-type: none">Started the process of creating a cloud services modelBegun obtaining information about agency systems that can be migrated to a cloud environmentProvided an overview of the process at the recent agency information technology resources (AITR) meetingPlanned additional announcements to AITRs regarding remaining steps <p>Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts. Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now. Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle. enabled, VITA will</p> <p>To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud- issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.</p>	
129 DHRM BReT Cloud Readiness Assessment 2018 Personnel Management Information System	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/15/2019

Mandate:	Yes
Mission Critical:	Yes

Description:

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

- Started the process of creating a cloud services model
- Begun obtaining information about agency systems that can be migrated to a cloud environment
- Provided an overview of the process at the recent agency information technology resources (AITR) meeting
- Planned additional announcements to AITRs regarding remaining steps
- Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle. enabled, VITA will

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud- issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

129 DHRM BRt Cloud Readiness Assessment 2018 SAS Visual Analytics

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/8/2019
Mandate:	Yes
Mission Critical:	Yes

Description:

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

- Started the process of creating a cloud services model
- Begun obtaining information about agency systems that can be migrated to a cloud environment
- Provided an overview of the process at the recent agency information technology resources (AITR) meeting
- Planned additional announcements to AITRs regarding remaining steps
- Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle. enabled, VITA will

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud- issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

129 DHRM BRt Cloud Readiness Assessment 2018 Time Attendance and Leave System

BRT Type:	Business Requirement for Existing Technology
Date Submitted:	1/15/2019
Mandate:	Yes

Mission Critical:	Yes
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Description:

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

- Started the process of creating a cloud services model
- Begun obtaining information about agency systems that can be migrated to a cloud environment
- Provided an overview of the process at the recent agency information technology resources (AITR) meeting
- Planned additional announcements to AITRs regarding remaining steps
- Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle. enabled, VITA will

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud- issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

129 DHRM BReT Cloud Readiness Assessment Accounts Receivable

BRT Type:	Business Requirement for Existing Technology
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Date Submitted:	5/30/2020
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Mandate:	Yes
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Mission Critical:	Yes
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Description:

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:

- Started the process of creating a cloud services model
- Begun obtaining information about agency systems that can be migrated to a cloud environment
- Provided an overview of the process at the recent agency information technology resources (AITR) meeting
- Planned additional announcements to AITRs regarding remaining steps
- Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts

Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.

Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle. enabled, VITA will

To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud- issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.

129 DHRM BReT Learning Management System (LMS) Replacement / Procurement

BRT Type:	Business Requirement for Existing Technology
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Date Submitted:	3/23/2020
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Mandate:	
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Mission Critical:	
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Description:	
DHRM needs to secure a replacement to or an upgrade of its existing LMS (Learning Management Solution). The existing solution has a number of deficiencies that must be addressed as these deficiencies are causing operational problems.	
129 DHRM BReT Operation of PMIS BES TAL once Replaced by Cardinal	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	7/30/2019
Mandate:	No
Mission Critical:	
Description:	
The Cardinal HCM is replacing the following DHRM-maintained, mission-critical, statewide systems in the March to October 2021 timeframe: (1) PMIS; (2) BES; (3) TAL. The data from these systems must continue to be available for inquiry and research purposes as the Cardinal system will not have the historical data stored in these systems. It may be that DHRM continues to operate these systems but in a read-only mode (with limited update for a small set of users).	
BReT End of Life 2008 Server DHRM	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	5/14/2020
Mandate:	
Mission Critical:	
Description:	
Agency will create a mitigation plan to address End of Life 2008 servers.	
BReT OS and DB version updates - DHRM MS Server 2003	
BRT Type:	Business Requirement for Existing Technology
Date Submitted:	5/14/2020
Mandate:	No
Mission Critical:	
Description:	
DHRM needs to update the OS and DB software versions on several servers	

Report Title: IT Strategic Plan Budget Tables

Agency: 129 Department of Human Resources Management (DHRM)

Date: 8/31/2020

Current IT Services				
	Costs Year 1		Costs Year 2	
Category	GF	NGF	GF	NGF
Projected Service Fees	\$336,224.00	\$1,948,500.00	\$470,713.00	\$2,727,900.00
VITA Infrastructure Changes	\$0.00	\$0.00	\$0.00	\$0.00
Estimated VITA Infrastructure	\$336,224.00	\$1,948,500.00	\$470,713.00	\$2,727,900.00
Specialized Infrastructure	\$0.00	\$0.00	\$0.00	\$0.00
Agency IT Staff	\$1,656,411.00	\$1,656,411.00	\$1,706,103.00	\$1,706,103.00
Non-agency IT Staff	\$0.00	\$400,000.00	\$0.00	\$400,000.00
Cloud Computing Service	\$0.00	\$0.00	\$0.00	\$0.00
Other Application Costs	\$116,385.00	\$318,423.00	\$162,940.00	\$445,792.00
Total	\$2,109,020.00	\$4,323,334.00	\$2,339,756.00	\$5,279,795.00
Proposed IT Investments				
	Costs Year 1		Costs Year 2	
Category	GF	NGF	GF	NGF
Major IT Projects	\$0.00	\$0.00	\$0.00	\$0.00
Non-Major IT Projects	\$0.00	\$0.00	\$0.00	\$0.00
Agency-Level IT Projects	\$0.00	\$0.00	\$0.00	\$0.00
Major Stand Alone IT Procurements	\$0.00	\$0.00	\$0.00	\$0.00
Non-Major Stand Alone IT Procurements	\$0.00	\$0.00	\$0.00	\$0.00
Agency-Level Stand Alone IT Procurements	\$4,000,000.00	\$0.00	\$1,500,000.00	\$0.00
Procurement Adjustment for Staffing	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$4,000,000.00	\$0.00	\$1,500,000.00	\$0.00
Projected Total IT Budget				
	Costs Year 1		Costs Year 2	
Category	GF	NGF	GF	NGF
Current IT Services	\$2,109,020.00	\$4,323,334.00	\$2,339,756.00	\$5,279,795.00
Proposed IT Investments	\$4,000,000.00	\$0.00	\$1,500,000.00	\$0.00
Total	\$6,109,020.00	\$4,323,334.00	\$3,839,756.00	\$5,279,795.00

Report Title: IT Strategic Plan Projects

Agency: 129 Department of Human Resources Management (DHRM)

Date: 8/31/2020

Projects			
EO19_129 DHRM - IBC SAS Visual Analytics			
Oversight and Governance Category: Category 4: Low/Medium, Low/Low		Investment Business Case Approval	
Migrating application to a cloud-based solution to support the VITA Cloud Effort			
Planned Project Start Date: 7/1/2020		Planned Project End Date: 8/31/2021	
Estimated Costs:	Total	General Fund	Nongeneral Fund
Project Cost	\$190,000.00	\$0.00	\$0.00
Estimated project expenditures first year of biennium:	\$0.00	\$0.00	\$0.00
Estimated project expenditures second year of biennium:	\$0.00	\$0.00	\$0.00
Project Related Procurements			
There are no procurements for this project			
Recruitment Management System (RMS) Replacement			
Oversight and Governance Category: Category 2: High/Medium or High/Low or Medium/High		Investment Business Case Approval	
This is an investment to replace the statewide Recruitment Management System (RMS) that DHRM offers to agencies. The contract for the existing Software as a Service (Saas) RMS expires in November 2020.			
DHRM must have a replacement offering or else agencies that rely on DHRM's existing recruitment management offering will have no automated means to advertise and accept job applications. The absence of an offering will hinder agencies' ability to conduct business and fulfill the mission of the Commonwealth. Additionally, the absence of an offering would cause DHRM would fall out of compliance with Governor's Executive Order 74/01 (requiring agencies, colleges and universities to post all vacant classified positions, which they intend to fill, into a centralized recruitment system). Also, the absence would not support agencies' efforts to fulfill the Chief of Staff's (for the Governor) established recruitment goal (i.e., filling a position within 50 days).			
Planned Project Start Date: 9/27/2019		Planned Project End Date: 1/29/2021	
Estimated Costs:	Total	General Fund	Nongeneral Fund

Project Cost	\$600,000.00	\$600,000.00	\$0.00
Estimated project expenditures first year of biennium:	\$150,000.00	\$150,000.00	\$0.00
Estimated project expenditures second year of biennium:	\$0.00	\$0.00	\$0.00

Project Related Procurements

RMS (Recruitment Management System) Replacement - Procurement

Procure a statewide Recruitment Management System (RMS) to replace DHRM's current Software as a Service (SaaS) recruitment offering. DHRM's contract with the vendor that provides the RMS will end in November 2020 and is not able to be extended. Without an RMS solution in place nearly all state agencies will not be able to recruit for positions as there will be no automated framework to advertise or accept job applications. The absence of an RMS will hinder agencies' ability to conduct business and fulfill the mission of the Commonwealth. In addition DHRM would be both out of compliance with Governor's Executive Order 74/01 and not be supporting agency efforts to fulfill Chief of Staff Clark Mercer's established goal to complete individual recruitment efforts within 50 days.

Report Title: IT Strategic Plan Procurements

Agency: 129 Department of Human Resources Management (DHRM)

Date: 8/31/2020

Stand Alone Procurements:	
Procurement Name:	DHRM PBA - LMS Replacement Procurement
Procurement Description:	DHRM needs to procure (via competitive RFP procurement process) a modern and effective, Software as a Service (SaaS) Learning Management System to support the business operations and training needs of state and local government customers.
Procurement Date:	8/1/2020