

Commonwealth IT Investment Management (ITIM)

Integrating Data Governance into IT Investment Management

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October 17, 2013

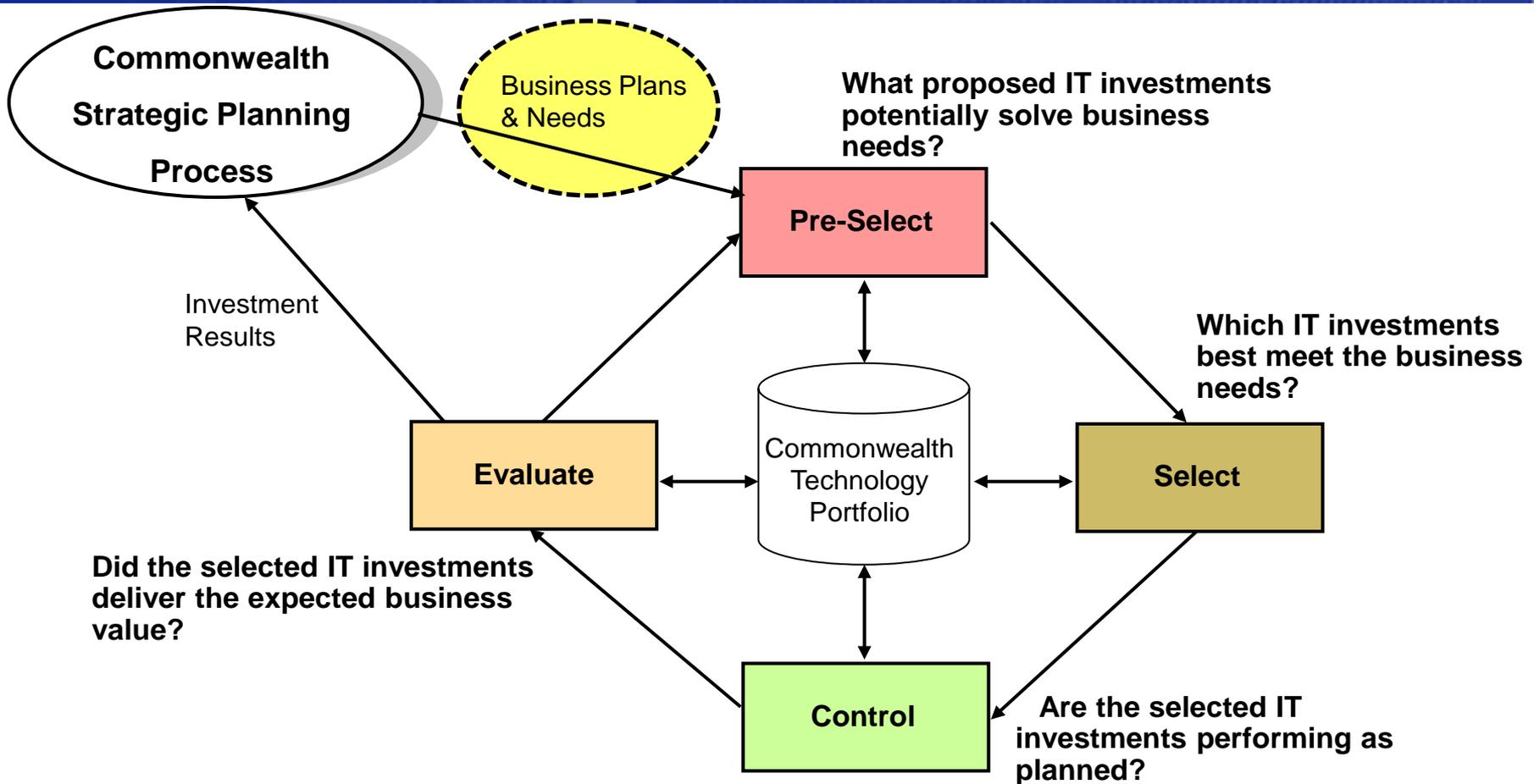


ITIM in the Commonwealth

- ✓ Declared the de facto standard in **2004** for managing investments in the Commonwealth
- ✓ As of August 2013, there are over **150** investments being managed in the Commonwealth with a total value over **\$520M**
- ✓ Recommended Technology Investment Projects (RTIP) report is published each September to Governor and General Assembly providing **funding recommendations for proposed investments over \$1M.**



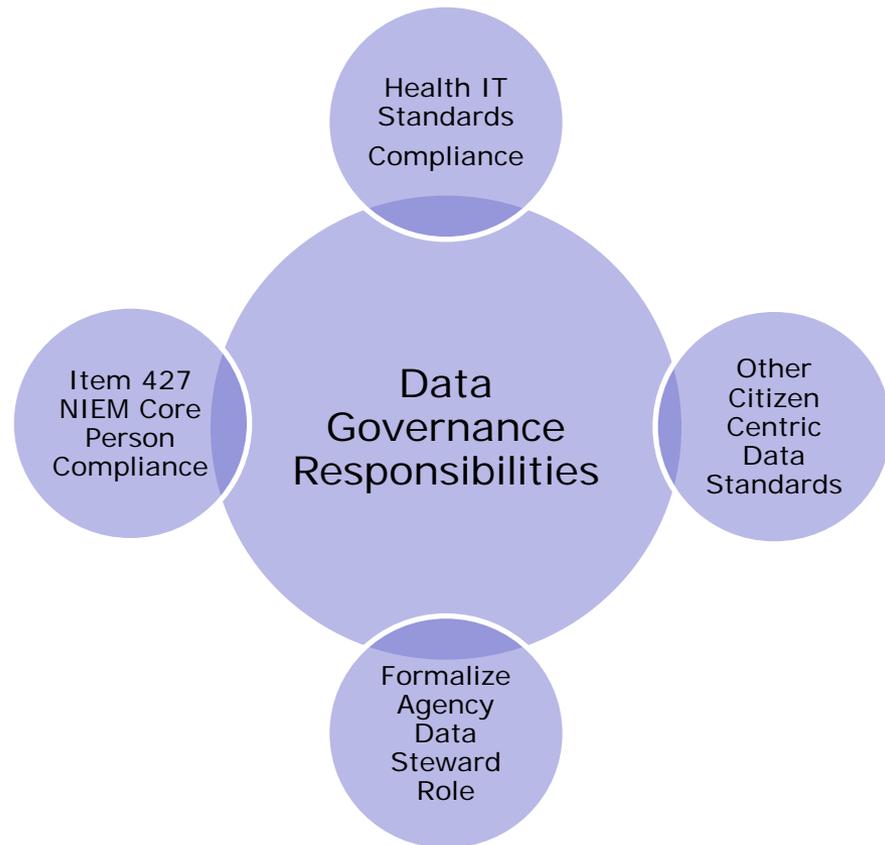
The ITIM Lifecycle





New Data Governance Responsibilities

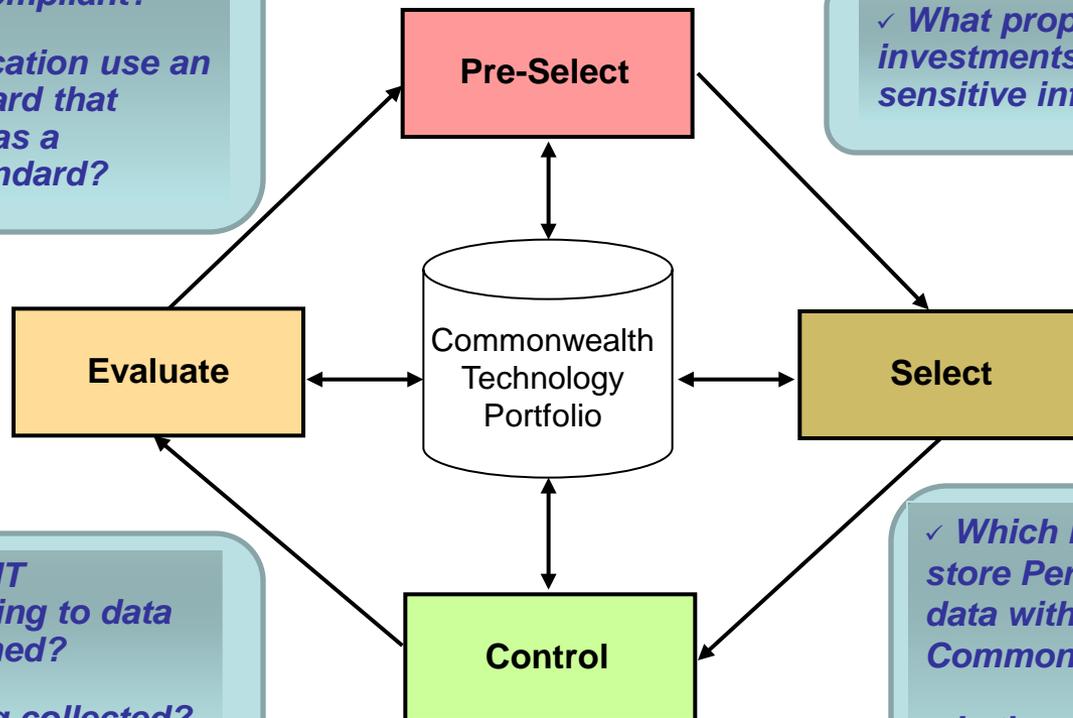
- How do we ensure Commonwealth adopted data standards are followed?
 - 125 Health IT Standards
 - NIEM Core Person (Item 427)
 - Chart of Accounts
 - Agency ID
 - Procurement Vendor
 - Employee ID
 - Check Printing (agency driven)
 - Unclaimed Property (agency driven)
- How do we formalize the agency Data Stewardship role as part of the EIA Strategy Goal 1?
 - Integrate data stewards into Investment Business Case development for new investments
 - Facilitate relationship between Data Stewards and Project Managers throughout project lifecycle



Integrating Data Governance into ITIM

- ✓ Can the new applications be certified Item 427 compliant?
- ✓ Did the new application use an external data standard that should be adopted as a Commonwealth standard?

- ✓ What proposed IT investments may contain sensitive information?



- ✓ Are the selected IT investments adhering to data standards as planned?
- ✓ Is metadata being collected?

- ✓ Which IT investments will store Person data or exchange data with other systems across Commonwealth?
- ✓ Is the agency data steward engaged?



Integration in Pre-Select Phase

- Agencies are required to maintain an up-to-date IT Strategic Plan (ITSP) highlighting business requirements for technology
- As part of the ITSP submission, Agency IT Representatives (AITRs) will answer questions around information sensitivity as part of each business requirement

Information Sensitivity

Are any of the following types of information used in the supported business process(es)?

[Multi-Select]

- Social Security Numbers
- Credit Card Numbers
- Individual or Business Tax Information
- Employment or Payroll Information
- Audit Information, Findings or Working Papers
- Health Services Information, such as Case IDs, Health Records or Benefits Information
- Customer Name, Address or Phone Numbers
- Student Information, such as Student IDs, Advising Records or Grades
- Legal or Criminal Case Information
- Sealed Bids or Contract Information
- Governor's or Other Confidential Working Papers
- Configurations of Technology Assets, such as Network Diagrams or Firewall Configurations



Integration in Select Phase

- Agencies must submit Investment Business Cases (IBC) for a requirement in their ITSP to be selected as an investment in the Commonwealth Technology Portfolio
- The Commonwealth CIO approves agency IBCs based on scoring criteria in the *Code of Virginia*
- As part of the IBC, agencies will be required to answer questions pursuant to Item 427 and the Commonwealth Data Standardization Final Plan

Item 427 Data Standardization and Governance

Will the system store/exchange person data (Employee, Recipient, etc.)?

Will the system send/receive data from another agency/system?

Have you reviewed the applicable Commonwealth standards published in the Enterprise Data Standards Repository located at

<http://www.vita.virginia.gov/oversight/dm/default.aspx?id=10344?>

Have you discussed this proposed investment with your Agency Data Steward?



Integration in Control Phase

- Item 427 C1: At project initiation, investments that will exchange **Person** data will be required to include documentation as part of project and procurement approval efforts:
 - Data Classification Survey (Metadata Collection)
 - Compliance Strategy (included in Project Charter)
- Item 427 C2: At project initiation, investments that will exchange **Non-Person** data across agencies will be required to include documentation as part of project and procurement approval efforts:
 - Data Classification Survey (Metadata Collection)
 - Proposed Data Standard Package (Process Model)
- During project execution, adherence to data standards may be tracked as part of the following processes:
 - IV&V (LDM, IEPD, Exchange Schema, Implementation Guide, Testing and Certification Criteria)
 - Change Request Process (amendments to data-related artifacts as applicable)
 - Monthly Status Reporting (data-related risks and issues as applicable)



Integration in Evaluate Phase

- Closeout Report– Certification of Item 427 Compliance
 - Artifacts submitted throughout ITIM are officially certified
- Post Implementation Review (PIR)
 - Trigger for Official adoption of proposed Commonwealth data standard
 - Gather success stories and document value proposition



On the Horizon . . . And Beyond

- Data Governance integration into ITIM will not happen overnight . . .
 - Modifications to the Pre-Select and Select Phases will occur in Spring 2014
 - Additions to the Control and Evaluate Phases will continue throughout 2014
- Integrating Data Governance into ITIM only governs **NEW INVESTMENTS**
 - What about existing data exchanges across the Commonwealth?
- How do we achieve EIA Goal 3 – Data Asset Management?
 - Use a “bottoms up” approach for ongoing discovery of data management solutions and data exchanges in production across Commonwealth – **via Data Stewards**
 - Metadata Registry?
 - “Risk Profile” for existing data exchanges?
 - If risk is high, current data exchanges should be standardized - becomes new project managed through ITIM