



Administration Secretariat

Business Strategic Priorities

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Administration Secretariat – Business Strategic Priorities

Introduction

- The Secretary of Administration advances Governor McDonnell's vision of a Commonwealth of Opportunity through efficient and effective management of the people's resources.



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State Agencies

- ❑ Manage Commonwealth's buildings and grounds
- ❑ Administer employee policies and benefits
- ❑ Work to improve manager-employee relations in state government
- ❑ Oversee elections
- ❑ Direct state funds to constitutional officers,
- ❑ Development of Virginia's small, minority-owned, women-owned, and service-disabled veteran-owned businesses.



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Key Objectives / Priorities

- Promote a culture of leadership that cultivates a talented and proficient public workforce for the citizens of Virginia
- Expand opportunities for state employees to develop knowledge and skills to prevent and resolve workplace conflict.
- Increase the use of the Commonwealth's electronic procurement system.
- Increase the proportion of state contracts and contract dollars allocated to certified small, women-owned, minority-owned and service-disabled veteran-owned vendors.
- Control the cost of leased office space.



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Key Objectives/Priorities

- Lower Costs of Training and Mediation Services through Technology
- Sell Surplus Property on the Internet
- Exchange laboratory information in real-time with local, state and federal public health and law enforcement
- Increase voter registration and participation.
- Provide high-level customer service to state and local agencies and employees.



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Conclusion

- Different objectives – One major goal
- Wide Range of Priorities
- Potential Impediments
 - Recruitment and Retention of Workforce
 - Inadequate Funding and Staffing Levels
 - Doing More with Less
 - Aging Workforce
 - Antiquated Information Systems



Questions

