

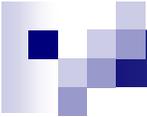
*Data Management Program  
Status Update*

*January 13, 2009*



## *Agenda*

- Review Program Focus
- Review Recommendations
  - Submitted December 1, 2008 (ITIB, CIO and Governor)
  - ITIB meeting January 15, 2009
- Roles and Time Commitment
- Discuss Opportunities
- Next Steps



## *Program Focus*

VEAP resources working in two areas:

### 1. Data Standardization

- Developed a Data Management Program Plan which defines four tracks of work: Data Standardization, Policy and Procedure, Organization and Governance and Infrastructure
  - Minor changes were made to the Plan document last week – latest copy available on CAO website [www.cao.virginia.gov](http://www.cao.virginia.gov) under Initiatives
- Reviewing a COV Data Standardization Process which defines how COV will standardize data – latest draft version available on CAO website
- Working with the Central Agency Data Stewards to create logical data models for the data that will be exchanged with the modern accounting systems
- Defining agency and enterprise roles and responsibilities as part of the Data Standardization Process
- Establishing the infrastructure for creating and managing data models

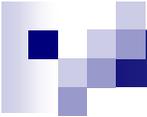


## *Program Focus*

VEAP resources working in two areas:

### 2. Data Exchange Standards

- Researching industry XML standards for procurement, human resource and financial data exchanges
- Beginning the effort to map data requirements to XML industry standards
- VEAP recognizes that although XML is not new, it is not widely used across the Commonwealth today
  - Provide standards, training and support to the agency resources
  - Leverage our relationship with Virginia Interactive and agency partners like DSS and DGS who possess working knowledge of this technology
  - Gain experience and develop expertise quickly



## *Recommendations to ITIB and CIO*

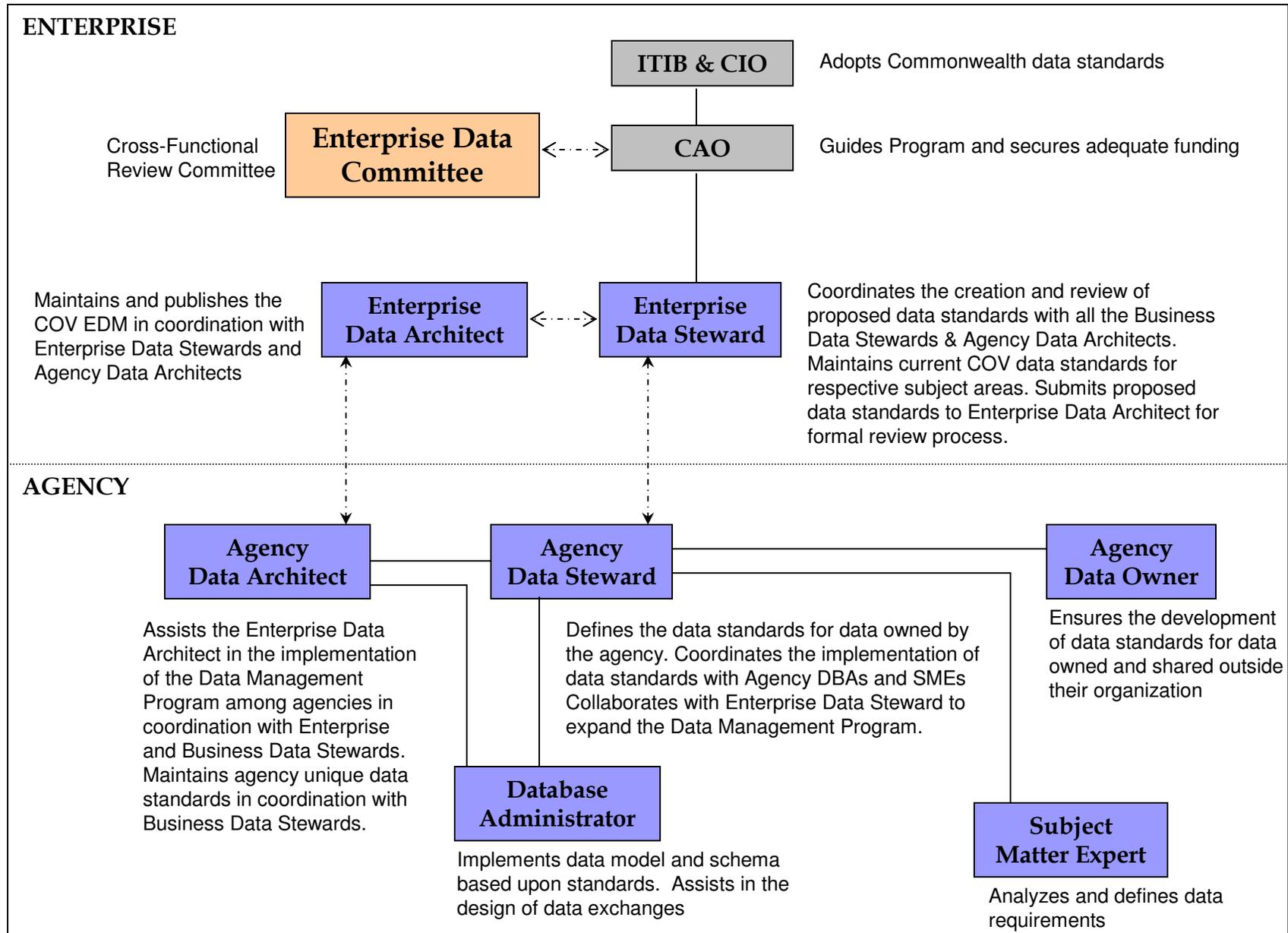
- VEAP recommends the Commonwealth of Virginia adopt Extensible Markup Language (XML) as the technical standard for all new data exchanges (interfaces). All new data exchanges, internal and external, unless granted an exception, should comply with the XML standard.
- VEAP recommends the Commonwealth of Virginia adopt and align to industry XML standards, whenever possible.
- VEAP is not putting forth any enterprise data standards for adoption, at this time.
  - Enterprise data standards should be based upon enterprise data requirements.
  - High level enterprise data requirements were identified in the VEAP Future State documents.
  - The high level data requirements for General Ledger and Accounts Payable will be reviewed, and defined in detail, as part of the Department of Transportation's (DOT) system modernization effort Analysis Phase.
  - Data standards will be established, after the detailed data requirements are finalized.

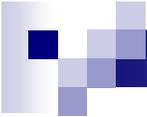


## *Recommendations to ITIB and CIO*

- Other modules for DOT only  
(Purchasing, Accounts Receivable, Project Accounting and TALL)
  - VEAP will work with the Agency Data Stewards and the DOT team to finalize the detailed data requirements for the data that will be exchanged between central agency systems and DOT's new system
  - Enterprise XML data exchange standards will be established for these interfaces, after the DOT's Design Phase

# Data Management Roles





## *Time Commitment to the DM Program*

- Data management roles are ongoing
- Time commitment will vary based upon Program priorities
- Requesting the current level (2-4 hours per week) from the stewards
- Commitment from the Enterprise Data Committee participants (owners, stewards, architects) will vary based upon the data models requiring review
- Identify additional resources to participate in “enterprise review”
- Anticipating initial review of key data models during 1<sup>st</sup> quarter 2009
- Subsequent detailed reviews during the 3<sup>rd</sup> and 4<sup>th</sup> quarters of 2009 after the detailed data exchange requirements have been finalized

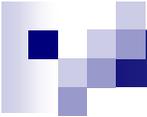
## *Data Management - Timeline*

2009												
Work Tracks / Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Data Standardization Track</b>												
Review all drafted data models with data stewards												
Collect required metadata to support model												
Define detailed data requirements for VDOT interfaces												
Follow data standardization process-draft standards												
<b>Policy &amp; Procedure Track</b>												
Finalize version 1 Data Standardization Process		★										
Define Data Exchange Process												
Define Modeling Processes & Procedures												
<b>Organization &amp; Governance Track</b>												
Promote roles and responsibilities for DM												
Identify resources to fill DM roles												
<b>Infrastructure Track</b>												
Establish a robust tool environment to support reqs												



## *Data Management Program Priorities*

- Support VDOT's system modernization effort and enterprise financial system implementation by:
  1. Collaborating with VDOT and central agencies to define the detailed data exchange requirements
  2. Standardizing the data to be exchanged
  3. Mapping the source data to an industry XML standard
  4. Supporting the development of standard XML data exchanges



## *Near Term Initiatives*

### ■ **Business One Stop - Phase 2**

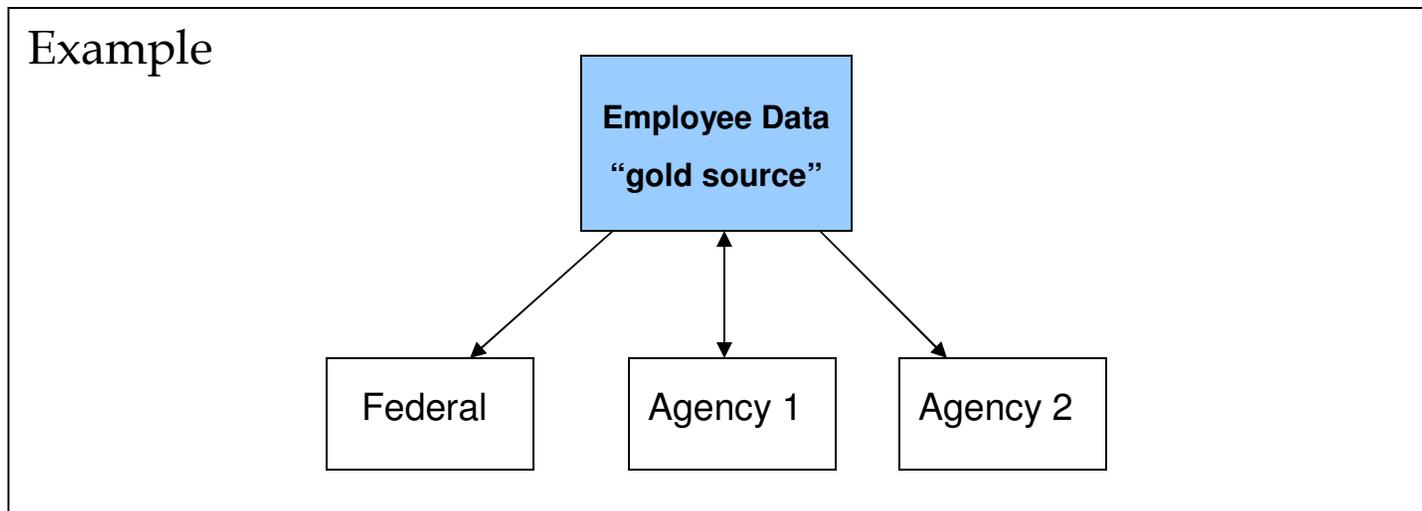
- Seven agencies working together
  - SCC (State Corporation Commission)
  - Tax (Dept of Tax)
  - DBA (Dept of Business Assistance)
  - DPOR (Dept of Professional & Occupational Regulation)
  - VEC (Virginia Employment Commission)
  - DGS (Dept of General Services)
  - DMBE (Dept of Minority Business)
- Identify and standardize common data
- June 2009 target implementation

### ■ **Performance Budgeting System (DPB)**

- Target contract July 2009
- Implementation August 2010 (prepared for new & existing COA)
- Need for coordination between enterprise projects

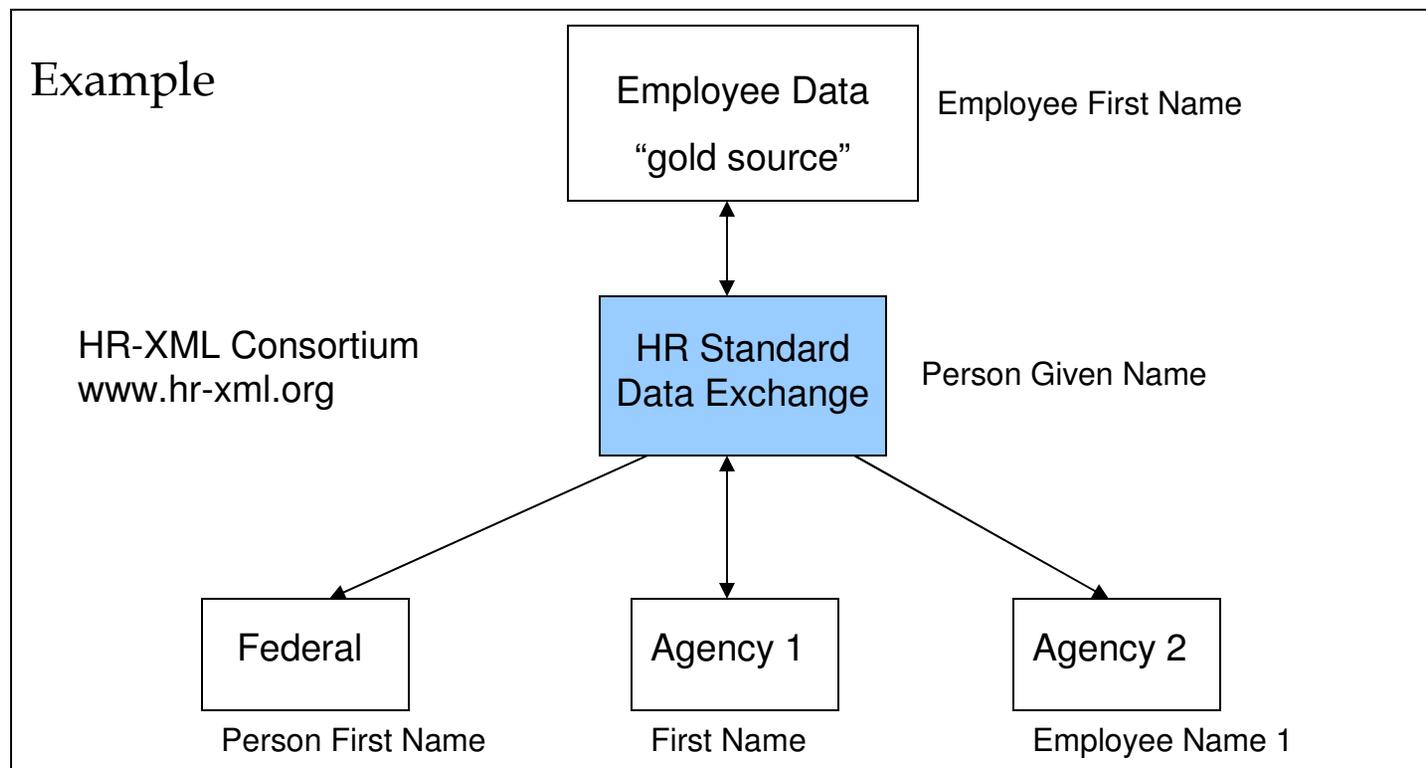
# Program Opportunities

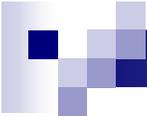
- Define the “gold source” for enterprise data
  - Identify the database and application which manages the “gold source”
  - Define CRUD matrix - who can Create, Read, Uppdate and Delate the data
  - The CRUD matrix defines business rules for managing the data
  - Data Owners for this enterprise data must agree to exchange data according to standards



## Program Opportunities

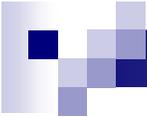
- Exchange data independently from how it is stored
  - VEAP is researching industry standards for exchanging financial, HR and procurement data
  - Extensible Markup Language (XML) is the technology standard being used to exchange data between systems and organizations (federal, state, local levels)
  - By aligning to industry exchange standards our interfaces remain independent of the ever-changing application technologies





# *Business Opportunities*

- The following opportunities were identified by the Data Stewards for discussion/prioritization with the Data Owners. These opportunities are outside the scope of the Data Management Program.
- Time, Attendance, Leave and Labor Distribution (TALL)
  - Multiple implementations exist today and many more agencies need this TALL functionality
  - TALL future state documents prepared in 2007 identify numerous opportunities for improving how the Commonwealth collects and uses TALL data
  - Enterprise requirements for TALL and policy recommendations should be finalized before enterprise standards can be developed
  - Finalized requirements could be leveraged in the short-term to evaluate existing solutions (e.g. a modified version of ABC's system) as viable solutions until such time as an enterprise solution can be implemented
- Procurement – Receiving and Invoicing functions
  - Receiving and Invoicing are business processes where data ownership transitions between DGS, Agencies and DOA. Defining enterprise business processes, where applicable, could result in the majority of agencies capturing and processing data in a consistent manner.
- Data Owner for Supplier
  - DGS' goal in the future is to de-couple the Supplier Registration process from eVA. The goal is to create an Enterprise Vendor Portal (ideally as part of Business One Stop)
  - DGS has defined a Supplier Data Model for review as a standard
  - Today Supplier (aka Vendor, Payee) is inconsistently managed across agencies
- Foreign Suppliers and Procurement
  - Several state agencies are procuring goods/services in foreign countries. An enterprise view for managing foreign supplier and foreign currency data needs to be developed.
  - Compliance with federal tax regulations for foreign suppliers should be addressed.



## *Next Steps*

- Discuss communication vehicles needed for Data Owners and Stakeholders
  - Responsibility
    - Data Stewards update their Data Owners
    - VEAP updates VDOT and VITA stakeholders
  - Types of Communication
    - Status Updates
    - Data Issues
    - Business Opportunities
  - Methods and Frequency
    - Meetings
    - Email updates
  
- Discuss Involvement of IT Participants
  
- Follow-up steps for business opportunities