

PROJECT NAME: ITMA X WEB SITE

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| Sponsor: | John Hamlin |
| Project Manager: | Dennis Hayes |
| Approved By: | Class Managers |
| Approval Date: | September 27, 2002 |

SCHEDULE:

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| Start Date: | September 12, 2002 |
| End Date: | June 20, 2003 |

OBJECTIVE STATEMENT:

The objective of the ITMA X class project involves developing the ITMA X/CIO Perspectives 2003 Report and partnering with the HHSDC Website staff to deliver an enhanced repository of ITMA information accessible through the HHSDC ITMA Website by May 2003.

SCOPE:

State IT managers face major challenges in the areas of technology, human resources, project management and leadership. The ITMA X class project team proposes to Interview CIO's within the state IT community to gather data to identify and discuss current issues and problems facing state CIO's. Upon completion, a report of these various strategies and perceptions will be documented to provide insight into how CIO's prepare, strategize or identify future trends they use to effectively manage in these challenging times.

Additionally, the ITMA X class will establish a repository of ITMA class information from past, present and for future use by ITMA Academy participants.

DELIVERABLES:

- ?? ITMA X/CIO Perspectives 2003 Report.
- ?? ITMA Website Repository of ITMA Class Information.

BACKGROUND:

The California IT community is in a state of unprecedented change due to the current fiscal climate. State IT managers up to the CIO level are facing major challenges in the areas of technology, human resources, project management and leadership. Gaining knowledge from the class participants and CIOs on their strategies to address the problems they face, can provide insight to other state IT managers facing similar situations. The ITMA classes produce a project deliverable at the end of their term; the ITMA X/CIO Perspectives 2003 report will be one of the ITMA X deliverables.

The previous nine Academy classes addressed issues that they believed were important to the IT community, unfortunately, the valuable information developed by those previous Academies is not readily accessible and virtually unknown today. Also, there is no forum to present additional issues addressed by this Academy. The current ITMA Website contains minimal information. Expansion of the HHSDC ITMA Website would resolve this problem; delivery of this enhanced Website is the second ITMA X deliverable.

BENEFITS:

1. The ITMA X/CIO Perspectives 2003 Report will be available in a public forum and enable the state IT community to gain valuable insight from a variety of CIO perspectives.
2. ITMA X class participants will gain valuable knowledge and experience from participating in the CIO interview process, performing analysis of the data compiled, and in developing the final report.
3. The ITMA X class members exposure to CIO's and the experience of summarizing and synthesizing the information provides a priceless learning opportunity.

SUCCESSFUL COMPLETION CRITERIA:

Value Added. ITMA project deliverables are accessible within the ITMA Website repository for past, present, and future ITMA participants.

Accessibility. ITMA information is available to the state IT community.

Marketing. The ITMA Website repository increases visibility for ITMA, and attracts new Academy participants and encourages more individuals to apply and participate in future Academies.

Automation. The Website provides an excellent and innovative tool, which replaced the former manual process with a new automated electronic application and class schedule processes.

DEPENDENT PROJECTS:

Existing HHSDC Website development plan.

PROJECT RISKS:

- ?? Inability to conduct all CIO interviews.
- ?? Lack of adequate staff resources to complete project.
- ?? Scheduling conflicts in conducting timely interviews with the CIO's.
- ?? Limited CIO participation.

ASSUMPTIONS and CONSTRAINTS:

- ?? Class project must be completed by the end of May 2003.
- ?? Funding for enhancement to the existing HHSDC ITMA Website may be limited and result in delayed completion of the enhancements.

RESOURCES:

ITMA Perspectives 2003/Team Members

- Dennis Hayes, Project Manager
- Jeff Shevlin
- Victor Stiles
- David Ladd
- Melissa Willis
- Archie Monico
- Elizabeth Brownfield
- Eric Jarvis
- Liana Bailey-Crimmins
- Sara G. Mitchell
- Andria Rushton
- Jeanne Nakamura
- Richard Stephan
- Laurye Gage
- Mike Kanemoto
- Theresa A. Rinkel
- Jeff Jong
- Nicole Garris
- Pat Crenshaw
- Lester Chew
- Heidi Perris
- Terri Bollinger
- Patricia Peterburs
- Janice Hanson
- Wayne Babby

PROJECT APPROVALS:

ITMA X MANAGERS/SPONSORS DATE

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| John Moise | |
| John Hamlin | |
| Mary Esparza | |
| Peter Lai | |
| Bob Austen | |
| Christy Quinlan | |