Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0001 Apprise - Budgeting

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 100 Financial Systems	New	9	General	0	40,300	6,660	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$40,300	$6,660	$46,960

Project Description

Apprise - Budgeting

This project covers the implementation of the Apprise Software Budgeting portion of the General Ledger module. It will also address the need to interface with the OMB system, both sending and receiving information.

A new budgeting detail system will also be developed for use by the divisions to keep budget details. This information will roll up into the Apprise budgeting and the OMB system.

Project Benefits

Information for the budget is contained on a system at OMB. The Office of Attorney General gets reports on a regular basis. This is not always timely. There is a process currently in place to download information from the OMB system into a spreadsheet. Monthly reports are printed and distributed showing budget to actual numbers. By implementing our own budgeting section of the General Ledger, it will give us the ability to run budget to actual reports at any time and get up-to-date information. It will also allow us to report in different ways if we so desire. This will help us to pinpoint problem areas early enough to make adjustments. This is especially important in the managing of grants and at the end of a biennium.

Hours and dollars on the budget sheet for this project assume that we will use internal staff for the majority of the changes and for the development of the add-on budgeting detail system. 80 hrs have been estimated for Apprise contract services.. An alternative would be to contract with Apprise to make the modifications to the system and to do most of the project. The hours would be lower, but the cost would be higher. They charge $125 to $150 an hour for their services. Also, by hiring contractors to do this, we lose the internal expertise that could be gained if we did the work in-house. $1000 in other is for one trip for consultant to Bismarck.

The goal is to have a system that will provide timely information for decision making. This system should also diminish the time spent in budgeting each biennium, as well as the time analyzing actual to budget figures each month. It will also provide valuable information to be used in the next budgeting cycle, by showing where there were over estimations and under estimations.

Currently divisions use spreadsheets and other means to gather information to be entered into the OMB system. This is not consistent between divisions. By providing a system to gather this information, there will be consistency in how this information is gathered and reported. This is also extremely important for the IT division in order to tie budget and actual expenditurees back to the strategic plan. The OMB system is not organized in a way that makes this easy and does not carry enough detail to manage the process.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0002 Apprise-Fixed Assets

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 100 Financial Systems	New	14	General	0	32,600	4,260	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$32,600	$4,260	$36,860

Project Description

Apprise - Budgeting

This project covers the implementation of the Apprise Software Fixed Asset module. This will replace the current PC inventory system that is currently being utilized to track fixed assets.

Project Benefits

By implementing this module, fixed asset information can automatically be interfaced with the General Ledger. Information is currently entered into an OMB asset system if it is required by them. We need a system that will track our information according to our needs.

Hours and dollars on the budget sheet for this project assume that we will use internal staff for the majority of this project 40 hours have been built in to the project for consulting services in the implementation process. An alternative would be to contract with Apprise to make the modifications to the system and to do a lot of the project. The hours would be lower, but the cost would be higher. They charge $125 to $150 an hour for their services. Also, by hiring contractors to do this, we lose the internal expertise that could be gained if we did it in-house. $1000 other is for 1 trip to Bismarch for consultant.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0003 Case Management Review

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 103 BCI/Fire Marshal Case Mgmt	New	18	General	0	0	284,840	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$0	$284,840	$284,840

Project Description

Case Management Rewrite

This project addresses the need for a rewrite of the Case Management System within the Bureau of Criminal Investigation. The rewrite would also address the Fire Marshal's need for a similar system. This project should be looked at in conjunction with the document storage and retrieval project, as the software for that project could perform some of the functionality needed by this system. Voice Recognition is another project that should be looked at in conjunction with the rewrite of this system.

One of the critical changes that is needed for this system is the ability for the agents to make changes to their documents. The issue of duplication of information needs to be addressed. Currently, the agents are entering information into case management and they they have to turn around and enter some of the same information into the Intelligence System.

This application will also work for the Fire Marshal Division. They currently do not have a system and could benefit greatly from having a way to track their documents and cases. The document storage and retrieval system may address the majority of their needs.

Project Benefits

There are many enhancement requests, some of which are very extensive. To add all the requirements to the current system would take almost as long as to rewrite the system. The system is currently a DOS system. It needs to be rewritten in a windows based environment, utilizing the PC capabilities of Word processors and making it more user-friendly. The need for remote sites and task force staff to get at the data in a proficient manner dictates a rewrite.

The Fire Marshal Division does not have a system. It is becoming more critical for this division to be able to track down the information they need. Information for each fire investigation needs to be managed to ensure a complete and thorough case file. Law enforcement agencies and prosecutors rely upon the fire service investigation to promote their case. Standards and rules governing the activities of the fire service continue to increase the fire investigation procedures, fire response, hazardous materials response, and incident command. The division provides guidance and training in these areas. A system is necessary to handle the projected work load.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0004 Fire Marshal System

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 110 Fire Marshal System	New	10	General	0	79,250	6,000	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$79,250	$6,000	$85,250

Project Description

Fire Marshal System

The Fire Marshal Division does not have any in-house developed systems. They are using Excel spreadsheets and Access Databases to track basic information they need. The new system will:

- Provide search capabilities of databases
- Produce fire incident reports utilizing the National Fire Incident Reporting System with remote connectivity.
- Provide case management.
- Compile statistics.
- Provide tracking capabilities and produce reports for fire inspections.
- Track training within the Fire Marshal Division and issue certificates, rosters, etc.
- Incorporate property loss forms from insurance companies.

Project Benefits

The Fire Marshal Division is responsible for enforcing state laws for prevention of fires; storage, sale and use of combustibles and explosives, installation and maintenance of fire alarms and fire extinguishing equipment; adequacy of exits from public buildings; investigation of arson and the origin and cause of fires; and education in fire prevention.

The division also has responsibility for the state's emergency response to hazardous materials incidents and hazardous materials training.

It is becoming more critical that this information be made available and timely. The need for a system to track this information and to more information from the remote offices to the Bismarck office is crucial to the success of this Division.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0005 User Report Writing Tool

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 401 Information Technology Admin.	New	12	General	0	18,150	9,600	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$18,150	$9,600	$27,750

Project Description

Evaluate and Select a User Report Writing Tool

This project addresses the need for a tool where users can write their own special reports. This tool should be able to be used against different types of databases, such as DBASE files, Progress files, and AS400 files.

Project Benefits

There is often the need from the different divisions for special reports. For example, during a legislative session, many special reports are requested on an immediate need basis. These requests come into the IT division and take resources that could be utilized in other ways. A tool would allow the users to create special reports that are simple. More difficult ones would still need to be requested from IT. There would be some front end work for IT to define the databases and how the users can get at the data, but once that is done, many reports could be generated fairly quickly.

P0006 Strategic Planning

Related System: 401 Information Technology Admin.	Continuing	1	General	61,000	61,000	71,200	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$61,000	$61,000	$71,200	$193,200

Project Description

Strategic Planning

This project will be ongoing. There is always a need to see how the plan is working and to see actual compared to budget. Also, things change over time and new issues need to be addressed. This project also assumes that there will be travel to the remote sites to keep informed on what the issues are and to just have the presence of the IT Division out in the field. The other amount is for travel expenses.

Project Benefits

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0007 User Training Plan & Implement

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 401 Information Technology Admin.	New	13	General	0	35,350	17,200	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$35,350	$17,200	$52,550

Project Description

User Training Plan and Implementation

This project addresses the need identified by the divisions for ongoing training. A plan will be developed to look at what our current training needs are, as well as how to address on-going training needs as technology is updated or new technology is implemented.

Project Benefits

Training allows our customers to be more self sufficient and less dependent on IT staff. It will free up IT staff to work on more mission critical tasks, rather than answering questions that could be answered through proper training and other means. It will also enable our customers to be more productive by learning new software capabilities and shortcuts through on-going training. The train-the-trainer approach adopted by the IT Division will be enhanced by ensuring the most appropriate personnel within each Division or site have the needed training.

This project will look at the best training method of the training needs identified during this process. This could be using ISD resources, on-site training from vendors, videos and/or CPT's, etc. A part of this process will to look at what other agencies are doing and evaluate if there is opportunity to share costs in training.

P0008 Video Conferencing

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 401 Information Technology Admin.	New	24	General	0	0	82,200	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$0	$82,200	$82,200

Project Description

Video Conferencing

This project addresses the need to evaluate video conferencing and its value to the office of the Attorney General. With several remote sites it could be beneficial to hold meetings with the use of video conferencing rather than several people traveling to a single site.

Project Benefits

The costs associated with this project are a rough estimate. The first part of this project will be to evaluate and do a costs benefit analysis to determine if the project would be cost effective.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0009 Voice Recognition

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 401 Information Technology Admin.	New	8	General	0	48,870	14,400	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$48,870	$14,400	$63,270

Project Description

Voice Recognition

Until recently the software for voice recognition has not been accurate enough to warrant evaluation. It is now becoming much more reliable. This project will evaluate the available software and set up a few pilot sites to test the usage of this software in our environment. Many divisions are anxious to try it. This could be implemented in conjunction with the rewrites of many of the applications that deal with documents. It also should be looked at in light of the document storage and retrieval project.

Project Benefits

A formal evaluation of the software on the market will be done based on what other agencies are doing in this area. A few copies of the selected software will be brought in and used by key heavy use typists. Once we have gone through this process, it will determine what level of user will benefit from this software and a plan will be put together for purchase and implementation based on a benefit analysis. If the software performs efficiently, this could save many hours of data entry and free up some internal staff for other duties.

P0010 Year 2000 Compliance

Related System: 401 Information Technology Admin.	Continuing	3	General	10,600	24,000	0	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$10,600	$24,000	$0	$34,600

Project Description

Year 2000 Compliance

This project addresses the need to look at our hardware and our software to see where changes need to be made to ensure Year 2000 compliance. We are in the process of gathering information to do a plan for proceeding with this project. It will cover both the in-house developed application software, purchased software, both application and PC software, and it will cover all hardware, including the servers, PC's and the AS400.

Project Benefits

The cost of noncompliance would outweigh the cost of looking at this up front and addressing the need of changes.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0011 In/Out Boards

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Miscellaneous Systems	New	25	General	0	0	15,960	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$0	$15,960	$15,960

Project Description

The In/Out Board's primary function is to assist the receptionist and others within the office in determining if an individual is in the office and, if not, where the individual is and when the individual will be returning. Currently, three separate databases exist at the following locations: The State Capitol Building, 900 E Boulevard Ave, and 4205 State Street.

This project would rewrite this into a windows based GUI environment, where all staff availability would be accessed from one database or evaluate software that could be purchased.

Project Benefits

The system is DOS based and in three separate databases. Rewriting the system into a windows-based GUI environment would allow all staff to view any employee's availability from one database. This is a relatively small system. It could be incorporated with schedule plus.

P0012 Topology Migration

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 500 PC Networking	New	22	General	0	4,000	60,125	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$4,000	$60,125	$64,125

Project Description

Topology Migration

This project addresses the issue concerning the faster speed of Ethernet (100mbps) over Token Ring (16mbps). This project covers the planning of a migration to a faster network topology, which is Ethernet right now. The type of topology migrated to will be determined through this planning and what direction ISD is taking.

Project Benefits

Costs:
- IT man hours for research, planning, and implementation
- Hardware costs are for updating network adapters
- ISD changes for jack service switch.

Benefits:
- Faster network speed to improve response time.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0014 Exchange Server

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 500 PC Networking	New	15	General	0	44,775	0	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$44,775	$0	$44,775

Project Description

Exchange Server

This project addresses the agency's e-mail issues. There are currently several problems with the current e-mail system. These problems range from mailbox problems to attachment problems. With the purchase of the Microsoft BackOffice Suite, the migration from MSMail to Exchange seems very appealing. There is also an issue with multiple user-ids and passwords that will be resolved with this project.

Project Benefits

Initial Costs

- IT Personnel time for planning, installation, and training
- Contract service for training (Admin and User)
- New Server and Software license for Server Operating System
- Other costs for remote install and training, also travel costs for Admin training

Benefits:

- Able to interface more efficiently with Internet Mail Protocols
- Better handling of attachments
- Enhanced client application

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0015 Remote Networking

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 500 PC Networking	New	11	General	0	88,618	8,000	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$88,618	$8,000	$96,618

Project Description

Remote Networking

This project addresses the issues involved in providing an efficient and standard way for all remote offices to attach to the network.

Project Benefits

Costs:

- Communication software upgrade -- PCAnyWhere32/CarbonCopy32
- Work hours for implementation, training, and additional support
- Travel expenses for remote installs and training (Other costs)

Benefits:

- All remote users would connect in a similar way
- Every employee would have access to all network capabilities such as e-mail, AS400, and office applications.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0016 Setup & Maintain Web Server

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 500 PC Networking	New	4	General	0	40,750	37,000	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$40,750	$37,000	$77,750

Project Description

Setup and Maintain Web Server

The Office of the Attorney General has a web page currently residing on ISD's server. The Office of Attorney General purchased a web server last biennium to support the INTEL Imaging project for the Bureau of Criminal Investigation Division. The purpose of this project is to move the home page from ISD to the AG server. This will position the office to be able to do additional web applications in response to the needs of the divisions within the office.

- Determine IT skills needs to maintain the current home page for the office.
- Identify the best way to obtain these skills either with current staff, hiring additional staff, or contracting out the service.
- Identify how often the home page information will need to be updated and the amount of IT resources needed to do this.
- Determine what other applications would be beneficial to the office if they were Internet enabled.
- Provide training in the IT area and in the area that is designing the Internet forms and pages
- Develop a plan for implementing this project.
- Migrate home page from ISD server to AG server.

Project Benefits

This project will first go through a feasibility study to determine the costs and benefits of doing this. If it is determined that it is feasible, the project will then go though the planning stage for implementation. The costs associated with this project assume that it will be feasible and that we will be able to obtain additional staff with web skills to proceed with this project.

Project Costs:

- WebSpeed Training
- HTML and Java training
- Java software
- Office 97 (HTML portion) training for staff responsible for web information
- Web server (did it come out of grant funds or general funds and was it bought this biennium?)

Benefits:

- Network and AS400 Administration across the Internet
- increased customer service
- Increase productivity
- Ability to provide Intranet services across the Internet
- Publishing information on the web will result in less staff time being spent on low-value activities. This will better enable staff to utilized their time in more productive areas.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0017 Workstation Operating Sys Upgr

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 500 PC Networking	Major Change	17	General	0	29,000	9,600	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$29,000	$9,600	$38,600

Project Description

Workstation Operating System Upgrade

This project addresses the issues involved with the changes in the application industry. As applications move forward there is a need to upgrade the operating system that these applications run over.

Project Benefits

Costs:

- Operating System Software Upgrades
- Travel expenses to upgrade remote locations (Other costs)

Benefits:

- Continued compatibility with purchased software
- Benefit from the software enhancements and fixes.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0018 State's Attorney Sys Rewrite

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 102 State's Attorney System	New	21	General	0	0	128,650	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$0	$128,650	$128,650

Project Description

State's Attorney System Rewrite

There are many requests to have a GUI (Windows based) state's attorney package. Some state's attorney offices will not use SAMS unless it is windows based. With the new client server software, we can develop in Windows based and store the data either on a PC, a network, the AS400 or even the Mainframe in ISD. There are many requested enhancements to the system. It makes sense not to do this until after the Criminal History Rewrite project is completed, so that interfaces and needed changes can be identified.

An evaluation and full cost benefit analysis would be done and then it would be determined if the project should be rejected or proceed.

Project Benefits

Currently there are performance issues with interfacing the AS400 system with WordPerfect and Word. By having the system in a windows based environment, many of the issues of using other PC packages within the application would be eliminated. It also gives up options of where we store the data, so those sites that do not have easy access to as AS400 could still utilize the system.

The Criminal History system will also be written in the client server technology, so it would make the interfaces between the two systems more consistent. By the time the third biennium comes, there will be more options for intranet and internet accessibility that will need to be addressed.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0019 Uniform Crime Reporting (UCR)

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 113 Uniform Crime Report (UCR)	New	7	General	0	195,500	36,000	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$195,500	$36,000	$231,500

Project Description

Uniform Crime Reporting (UCR) Rewrite

There are many requests to have a GUI (Windows based) UCR package. With the new client server software, we can develop a Windows based application while storing the data either on a PC, a network, the AS400 or even the Mainframe in ISD. Internet access to this application may also be viable alternative. There are many requested enhancements to the system including new validation rules that are required by the FBI.

This is a system on the verge of crisis. There are agencies defecting from the ranks because the UCR software does not serve their needs and is merely a burden. It needs to be more compatible with the PALEMIS software adopted by a number of local agencies. We need to be able to work with vendors to ensure the vendor package, such as AL. Rouork and New World are capable of sharing data. We need to provide ongoing support and training to local agencies. We need to be able to accomplish changes in validation procedures and other modifications in a timely manner.

Project Benefits

The system will allow individuals who are unfamiliar with the system to use it effectively and efficiently through the knowledge of other systems in a windows based environment. Validation rules will need to be added to ensure that our rate of errors does not exceed there federal level for reporting purposes.

By the time the third biennium comes, there will be more options for intranet and internet accessibility that will need to be addressed.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0020 Security Plan

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 502 Security	New	2	General	0	179,000	0	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$179,000	$0	$179,000

Project Description

Security Plan

This project will review the agency's current security needs and address future needs. The rewrite of the Criminal History System from the state's mainframe to the AS400 in the Attorney General's office dictates that a more secure system be in place. Also, moving toward publishing information over the Internet requires a closer look at fire walling.

This project includes the following activities:
- Determine direction
- Evaluate security tools
- Select and purchase
- Implement

Project Benefits

Costs:
- Hardware and software for fire walling and encryption
- Training of IT personnel
- Development of an application development program and file security or the purchase of a package solution

Benefits:
- Protection of confidential data
- Protection of information that could lead to the risk of the life of law enforcement personnel.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0021 Time Tracking-Apprise

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 112 Time Tracking-Apprise	Continuing	6	General	9,750	16,500	20,700	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$9,750	$16,500	$20,700	$46,950

Project Description

Time Tracking - Apprise

With the new client server software package Apprise, we can make modifications that will allow the entire office to track time on one system. The system will accommodate exempt, nonexempt, temporary, and 28-day employees. It will also be used by legal staff for billing purposes.

The implementation of this system will span over three biennia: IT usage and Legal in B1, BCI in B2, and office wide in B3.

Project Benefits

The system will provide a consistent interface for all employees which will reduce reporting errors. Detailed reports will also assist management in planning.

P0022 Setup Development Environment

Related System: 401 Information Technology Admin.	New	16	General	0	27,500	0	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$27,500	$0	$27,500

Project Description

Set up Development environment

The purpose of this project is to set up a server strictly for application development and to develop the procedure for migrating applications from the development server to the server for user testing and then to the production environment.

Project Benefits

- Development environment will be isolated from production environment providing an additional security level.
- Performance in both environments will be increased.
- Policies and procedures will be in place to migrate from one environment to another ensuring quality. Data won't accidentally get deleted while testing, etc.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0023 Office Suite Upgrade

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 500 PC Networking	Major Change	20	General	0	0	175,840	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$0	$175,840	$175,840

Project Description

Office Suite Upgrade

This project addresses the agency's need to continual advance in the office automation area. With the upgrade to a new workstation operating system, there are compatibility issues of the old office version.

Project Benefits

Costs:

- Purchase of upgrades of Microsoft Office Professional or other suite.
- Training of staff.
- Travel expenses to upgrade remote sites (Other costs).

Benefits:

- Utilize the advance features.
- Avoid some compatibility issues.

P0024 Automated Fingerprint (AFIS)

Related System: 403 Auto Fingerprint ID Sys-AFIS	Continuing	5	General	0	0	0	
Status date: 08/10/1998			Federal	400,000	200,000	400,000	
Stage/status: Contract negotiations are underway.			Special	0	0	0	
			Total	$400,000	$200,000	$400,000	$1,000,000

Project Description

Complete process of automating manual fingerprint card files. Purchase 2nd workstation and NIST server.

Electronically link local agencies to state office via live scan and link to FBI and state criminal history systems.

Upgrade to a stand-alone Automated Fingerprint Identification System (AFIS).

Project Benefits

- Provide agencies with the ability to search a fingerprint database for prints recovered from a crime scene.
- Increase accuracy and reduce personnel time in reporting fingerprints.
- Provide access to SD, MN, and ND fingerprint databases.

ISD Comments

Federal standards, use of the MN system and the North Dakota criminal history system are driving the technical requirements. Cooperation with MN and SD increases the size of the search database and reduces cost. The State Pen will be budgeting for their own workstation to connect to AFIS server.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0025 Document Storage & Retrieval

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 402 Document Storage/Retrieval Sys	New	23	General	0	0	125,860	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$0	$125,860	$125,860

Project Description

Document Storage and Retrieval System

The purpose of this project is to define the needs and requirements for a storage retrieval system within the ND Office of Attorney General and to do a cost benefit analysis for the system. The Consumer Protection and Antitrust division seems to be the Division that would benefit the most from the immediate implementation of such a system. Currently many of their documents are stored on microfiche. It is very time consuming to find information in this format.

OMB's Information Services Division has a storage/retrieval system by IBM they are recommending to the agencies as a cheaper alternative to each agency buying its own software. The software has a work flow component that allows documents to be moved from one place to another. This would allow documents to be routed to appropriate personnel for review before being finalized. It also has the capability to use multiple indexes when storing documents. This gives the effect of having documents in multiple folders, even though it is really only stored in one folder.

The first phase of this project is to gather the requirements related to each division and then to do a cost benefit analysis. This process would look at both the ISD solution and an in-house solution. Approval from ISD for whichever solution is selected will be required.

The cost benefit analysis was completed April 1998 and the project has been moved to the third biennium of this plan to be reevaluated at that time. The major factors with moving this project to a later time are:

- The time involvement needed from the divisions to look at processes and put needed changes into place was not feasible at this time.
- Several division are not getting new systems for a few years and it would make sense to look at this again as these systems are being rewritten.
- The divisions that could benefit immediately, do not have the funds to purchase nor the number of documents to justify the implementation at this time.

For the Consumer Protection and Antitrust Division we will be looking at using ISD's system without any interfaces to our current applications.

Project Benefits

- Automate labor intensive manual file retrieval
- Improve service by ability to share documents.
- Improve customer service by shortening the turnaround time in request for information. Customer inquiries can be dealt with immediately without retrieving information from file cabinets or microfiche.
- Distribute documents instantly throughout the agency as needed.
- Eliminate unneeded manual processes.
- Minimize occurrences of loss due to misfiling.
- Reduce physical storage space for documents.
- Ability to retrieve a document by several different ways (indexes), i.e. name, number, date. Saves time by not needing to ask for additional information to be able to find the file.

Projects by Agency

Agency: 125.0 Attorney General/Fire Marshall

Plan Approval: 07/30/1998

P0026 Intelligence System Rewrite

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 108 BCI Intelligenc Sys (NDLEIN)	New	19	General	0	0	94,800	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$0	$94,800	$94,800

Project Description

Intelligence System Rewrite

There are many requests to have a GUI (Windows based) Intelligence system with some functions over the Web. Some police departments and sheriff offices will not use SAMS unless it is windows based. With the new client server software, we can develop in windows based and store the data either on a PC, a network, the AS-400 or even the mainframe in ISD.

An evaluation and full cost benefit analysis would be done and then it would be determined if the project should be rejected or proceed. Other states are developing this type of an application and there is a possibility that we could obtain and use one of these systems. However, support becomes an issue if it is written in something other than what IT staff has expertise in.

Project Benefits

A full cost benefit analysis would be done before this system would be rewritten.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$481,350**	**$1,165,163**	**$1,608,895**	**$3,255,408**

Projects by Agency

Agency: 127.0 Tax Department

Plan Approval: 08/31/1998

P0001 Client/Server Project

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 101 Processing and Compliance Sys	Major Change	4	General	0	843,280	845,680	
Status date: 08/10/1998			Federal	0	0	0	
Stage/status: Not started pending funding.			Special	0	0	0	
			Total	$0	$843,280	$845,680	$1,688,960

Project Description

CLIENT/SERVER PROJECT: Migrate all legacy mainframe systems to client/server architecture. Transitioning to this new environment will provide agency staff with user friendly systems that will allow them to be more responsive to taxpayer's inquiries, create systems that are easier to maintain, create systems that are more tightly integrated and are based on a common taxpayer database. The following mainframe systems are included in the Client/Server Project: Sales Tax, Withholding, Individual Income Tax, Corporate Tax, Estate Tax, Motor Fuels Taxes, Individual Income Compliance, W2/1099 System, Porperty Tax, Accounts Receivable, Central files tracking, and Research.

We assess this project can be completed by the end of the 2001-2003 biennium. Development personnel shortages may cause the project to extend beyond four years, however, the cost is expected to remain the same. Since the project will replace existing tax processing computer systems, on-going maintenance is already included in the Processing and Compliance System Budget. Maintenance of the existing computer systems will be replaced by maintenance of the new computer systems as they are completed.

Project Benefits

Project Cost: $1,688.960 over the next two biennium.

Qualitative Benefits: this project will produce systems with the following benefits:

- User-friendly
- Increased staff efficiency
- Less expensive to enhance in the future
- Systems that are more adaptable to electronic commerce
- Allow internal staff to develop reports using off-the-shelf reporting tools.
- Allow agency research staff to use reporting and statistical tools to provide more timely analysis concerning tax law changes and revenue projects.

Quantitative Benefits:

- Savings in person hours over a six year period: 31,200 hours
- Savings in dollars over a six year period: $491,040
- Increased revenue to the general fund over a six year period: $0

ISD Comments

This project may be postponed but not eliminated. The schedule may be optimistic given agency staffing. Each tax type will be completed as a "sub" project. Rewrite of oil & gas tax system using client server will give the agency experience with the technology. The primary benefit is improving internal efficiencies.

Projects by Agency

Agency: 127.0 Tax Department

Plan Approval: 08/31/1998

P0002 Internet Filing/Online Registr

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 101 Processing and Compliance Sys	Major Change	2	General	0	283,480	239,320	
Status date: 08/10/1998			Federal	0	0	0	
Stage/status: Not started pending funding.			Special	0	0	0	
			Total	$0	$283,480	$239,320	$522,800

Project Description

INTERNET FILING/ON-LINE REGISTRATION AND EDI PROJECT: This project is to expand the capabilities to allow returns and registrations to be filed electronically. We will add Individual Income Tax forms to Internet filing. The Sales and Use, Withholding, and Motor Fuels tax returns will be added to our EDI filings. Motor Fuels registration will be made available over the internet.

Project Benefits

Project Cost: $522,800 over the next 2 biennia. The total development cost is $512,800 and annual maintenance is estimated at $10,000. This project will be complete by the end of the 2003 biennium, assuming that ISD, or an outside contractor, will be able to support the programming request within the assumed requested time-frame.

Qualitative Benefits: This project will produce systems with the following benefits:

- Provide more filing options for taxpayers.
- Increase staff efficiency - for both the Department and the taxpayer.
- Decrease in the need for error resolution.
- Almost immediate access to data.
- Elimination of processing and filing of paper returns.

Quantitative Benefits:

- Savings in person hours over a six year period: 0
- Savings in dollars over a six year period: $608,636
- Increased revenue to the general fund over a six year period: $0

ISD Comments

This project will be completed in phases by tax type. Capabilities will be dependent on the availability of adequate security over the Internet. Help desk support is not included. Minimal experience exists in ND with electronic commerce but similar projects in other states are being monitored.

Projects by Agency

Agency: 127.0 Tax Department

Plan Approval: 08/31/1998

P0003 EFT Project

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 101 Processing and Compliance Sys	New	3	General	0	106,420	42,400	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$106,420	$42,400	$148,820

Project Description

Electronic Funds Transfer Project: The electronic payment system will be expanded to permit Corporate or Individual taxpayers to remit payments for Corporate or Individual Income Tax as an ACH debit transaction with an electronic funds transfer. Taxpayers will initiate authorization to withdraw the funds from their accounts to meet their tax obligation via a touch-tone telephone call. The call and information obtained will be handled through an outside service bureau contracted by the Tax Department, which will transfer the information to the Bank of North Dakota and the Tax Department for further processing. The department's refund abstract system will also be expanded to provide direct deposit information for individual income tax refunds to OMB's SAMIS system. At the taxpayer's option, a refund will be issued electronically to the taxpayer's bank account, rather than issuing a check via the mail.

Project Benefits

Project Cost: $148,820 over the next two biennium. Total development cost for the project is $84,620 with completion expected in the 1999-2001 biennium. Operation and maintenance will be handled through contract services, which will continue to increase in cost beyond the next two bienniums, provided the taxpayer's usage of EFT increases.

Qualitative Benefits:
- No paper to process and store
- Few errors to correct with the estimated payments
- Taxpayers have an option other than via paper to submit their tax payments
- Taxpayers can file at no additional cost to them, 24 hours a day, 7 days a week, and designate when funds should transfer
- Taxpayers receive immediate confirmation that the estimated tax payment was received, avoiding lost or misdirected mail
- Tax dollars are deposited into the Bank of North Dakota faster, which in turn improves cash flow and interest earnings. An average float time of 5 days occurs before checks are deposited in the state's bank accounts.

Direct Deposit of Taxpayer's Refunds:
- Added customer service - provides taxpayers a quicker refund turnaround time
- Reduces the time spent reprocessing lost and returned checks.

Quantitative Benefits:
- Savings in person hours over a six year period: 4,500 hours
- Savings in dollars over a six year period: $6,300
- Increased revenue to the general fund over a six year period $106,2000

Projects by Agency

Agency: 127.0 Tax Department

Plan Approval: 08/31/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0004 Replace data entry equipment							
Related System: 100 Data Application	New	1	General	0	94,390	21,400	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$94,390	$21,400	$115,790

Project Description

PROJECT: The Tax Department will replace the department's data entry systems with PC-based intelligent workstations.

Project Benefits

Project Cost: $115,790

- User-friendly
- Compatibility with state standards
- Automation of reports needed by management
- Improve availability of statistical information
- Improve editing capabilities at data entry positions.
- PCs will be used by others in the department when not used for tax processing.

Quantitative Benefits:

- Savings in person hours over a six year period: 18,000 hours
- Savings in dollars over a six year period: $0
- Increased revenue to the general fund over a six year period: $0

Projects by Agency

Agency: 127.0 Tax Department

Plan Approval: 08/31/1998

P0005 LAN/WAN Project

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Administrative System	Major Change	5	General	0	155,300	5,400	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$155,300	$5,400	$160,700

Project Description

LAN/WAN PROJECT: Update Office Support System: (1) Provide the office support staff with the necessary tools to support a client/server environment, (2) Convert the existing network topology to the capitol building standard Ethernet topology, (3) Develop procedures that will allow County Assessors to exchange data directly with Tax Department property tax systems, (4) Investigate the development of office support technology standards and obtain those technologies when appropriate.

Project Benefits

Project Cost: $160,700. Standards developed in the next biennium will dictate whether new office support software and servers will be needed.

Qualitative Benefits:

- The Tax Department's network will comply with the topology standards established by ISD, making the administration of the LAN easier and less prone to problems
- Field Audit personnel will be able to access the necessary taxpayer records while conducting audits. They will no longer have to waste time mailing information back and forth between offices.
- Communication of property tax issues, guidelines, and rulings would be more timely
- Counties would be able to transmit reports electronically rather than mailing reports
- Reports transmitted electronically could be read directly into property tax computers for analysis and complication.

Quantitative Benefits:

- Savings in person hours over a six year period: 7,824 hours
- Savings in dollars over a six year period: $0
- Increased revenue to the general fund over a six year period: $0

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$0**	**$1,482,870**	**$1,154,200**	**$2,637,070**

Projects by Agency

Agency: 140.0 Administrative Hearings

Plan Approval: 03/25/1998

P0001 Web Site Pub/Info System

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Miscellaneous System	New	1	General	0	0	0	
			Federal	0	0	0	
			Special	0	27,720	5,000	
			Total	$0	$27,720	$5,000	$32,720

Project Description

Web Site Publishing/Information System

- Providing OAH capacity to allow public access to its decisions and other OAH information as required.
- Providing OAH capacity to allow public access to agency final decisions and other agency information as required.
- Maintain current system with programming and upgrade needs.

Project Benefits

This project is likely to require anywhere from 10 to 360 hours of contract service programming time, depending upon OAH, as well as customer and user needs, and also depending upon how much can be done in-house with current technology. Until OAH knows more and starts the exploration and development of this project, this biennium on new technology, it can only estimate in the extreme ranges, resulting in a low range of $500 and a high range of $20,000. The benefits include:

- Access to OAH and other agency decisions by customers, user agencies, and the public.
- Access to OAH and agency information by customers, user agencies, and the public.
- Public search capabilities.

Department Total Project Budget			**$0**	**$27,720**	**$5,000**	**$32,720**

Projects by Agency

Agency: 150.0 Legislative Assembly

Plan Approval: 03/04/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 Budget Status System							
Related System: 100 Budget Status/Salary Analysis	Continuing	1	General	27,837	292,811	39,790	
Status date: 09/17/1998			Federal	0	0	0	
Stage/status: Salary analysis will be complete this biennium.			Special	0	0	0	
			Total	$27,837	$292,811	$39,790	$360,438

Project Description

Budget Status System conversion to a client/server computer system. This includes the salary analysis system, budget status system, the statement of purpose of amendment, and supporting information. Various budget version and alternative budget plans can be created.

Project Benefits

The project will require about 24 months of ISD time at a cost of about $260,000. With staff time, maintenance, and training, etc., the project will cost about $360,500 in total. Benefits include:

- Ease of use, faster processing, reduced rekeying of data.
- Easy access to data from spreadsheets, word processing documents, report writer, etc. through a Relational Database management System.
- Interface with bill status, journal, and bill drafting systems.
- Data Internet- ready.

ISD Comments

The four components - salary analysis, budget status, amendment system and supporting information, will be managed as somewhat separate sub-projects. The system will provide links to the OMB SIBR system

Projects by Agency

Agency: 150.0 Legislative Assembly

Plan Approval: 03/04/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0002 Session Systems Conversion							
Related System: 101 Session Systems	Major Change	2	General	0	279,120	317,100	
Status date: 09/17/1998			Federal	0	0	0	
Stage/status: Not started.			Special	0	0	0	
			Total	$0	$279,120	$317,100	$596,220

Project Description

Session systems conversion to a client/server computer system using web browser technology. This includes the LAWS/bill status system, voting system interface, calendar, committee hearing (meeting display and monitor systems), chamber message system, session laws and subject index systems, conflicts system, and all input programs.

Project Benefits

Session systems conversion is estimated to require about 70 months of concurrent ISD time at a cost of $500,000 or a total of $596,000 including agency information technology staff time, training, and maintenance. Benefits include:

- More user friendly -- both for data input and inquiry systems.
- More accurate data posting with less manual entry.
- Faster access to data with all information on one platform.
- Reports transmitted electronically -- reduce paper copying and distribution.
- Information available on the Internet -- less training and support required.

ISD Comments

Twenty year old system with many interconnected functions. Scope estimate will be refined prior to implementation.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$27,837**	**$571,931**	**$356,890**	**$956,658**

Projects by Agency

Agency: 160.0 Legislative Council

Plan Approval: 03/04/1998

P0001 ND Administrative Code (NDAC)

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 100 ND Administrative Code	Continuing	1	General	137,425	173,000	15,805	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$137,425	$173,000	$15,805	$326,230

Project Description

North Dakota Administrative Code (NDAC) conversion from ATMS to a more user-friendly system. Eliminate paper submission of monthly supplements by agencies and subsequent reentry of data. Eliminate the necessity for database updates for each agency by placing the NDAC on the internet. Automate the NDAC Rules Committee reference documents. Completion is expected by the end of the 1999-2001 biennium.

Project Benefits

The project will require approximately 4470 hours (plus agency information technology staff time of approximately 560 hours) over 3.5 years at an approximate cost of $326,000. Benefits include:

- Ease of use.
- Reduction of reentry of data by Legislative Council staff and agencies for time savings.
- ISD will no longer have to pay monthly lease costs ($2,135) for ATMS.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$137,425**	**$173,000**	**$15,805**	**$326,230**

Projects by Agency

Agency: 180.0 Supreme Court

Plan Approval: 02/25/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 Integrated case management							
Related System: 101 District Court Mgmt System	Continuing	1	General	42,000	674,439	384,450	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$42,000	$674,439	$384,450	$1,100,889

Project Description

This project provides for the analysis to integrate the Supreme Court Docket System (SCDS), the Uniform Court Information System (UCIS), the Juvenile Court Information System (JCIS), electronic filing and document imaging. This project is the implementation for the integrated case management system based on the analysis. Project P0002 is the analysis and implementation of imaging with the integrated case management systems. Project P0003 is the analysis and implementation of electronic filing with the integrated case management systems.

The desired capabilities are:
- Provide integration for information to flow from juvenile court, district court to supreme court.
- Interface electronic filing and imaging of documents with the trial case management system or supreme docket system.
- Case docketing would be done from the image, not from a paper copy.
- Provide a mechanism whereby all case documents will be stored electronically.
- Revise the current information systems or purchase an off-the-shelf software package to operate in a more user friendly environments.
- Provide a mechanism to electronically allow case related information to justice agencies and allow public access from remote sites as appropriate.

The evaluation would include:
- The appropriateness and complexity involved in integrating these systems from a process improvement and systems point of view. This will include an evaluation of existing applications and the future costs associated with the maintenance of the applications.
- Analyzing of existing hardware and software systems and their ability to service the needs of the courts in the future.
- Analyzing the existing communication infrastructure and recommendations regarding its ability to meet future needs.
- A cost/benefit analysis associated with options evaluated during the course of the project.

This project affects two systems 100 and 101. The primary system is 101 District Court Management System and the secondary system is 100 Supreme Court Management System.

Project Benefits

The costs include the analysis and implementation of an integrated case management system that will allow for document imaging and electronic filing. The analysis will begin this biennium only if there is availability of funds. If funds are not available, the analysis will begin next biennium. The costs for next biennium reflect implementing the case management information systems at the Supreme Court. In the 2001-2003 biennium, three judicial districts will be implemented.

The benefits of the analysis will include:
- Recommendations to the appropriateness and complexity involved in integrating these systems from a process improvement and systems point of view.
- Cost/benefit analysis associated to integrating these systems and implementing imaging and electronic filing technologies.
- Understanding user and management requirements for the information systems.
- Evaluations of existing and future hardware and software to implement these technologies.
- A strategy for implementing the integrated information systems with imaging and electronic filing capabilities.

Agency: 180.0 Supreme Court

Plan Approval: 02/25/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL

P0001 Integrated case management

(Continued)

The benefits of implementing the technologies include:
- Improving customer service by minimizing mailing, speeding up the filing process, and improving customer turnaround time.
- Improving the ease of data entry, which will provide a corresponding increase in data entry accuracy.
- Allow customers to access data requiring reduced clerk interaction as to the increased level of service without any additions of personnel and impact on other agencies.
- With the proposed modifications, this system will be accessible to all appropriate justice agencies to check the status of pending cases, case assignments, and court calendars.

Projects by Agency

Agency: 180.0 Supreme Court

Plan Approval: 02/25/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0002 Document imaging							
Related System: 101 District Court Mgmt System	Continuing	2	General	20,000	34,410	667,565	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$20,000	$34,410	$667,565	$721,975

Project Description

This project provides for the analysis and implementation of an integrated case management system and document imaging. The analysis in projects P0001 and P0003 are associated with this project.

Record imaging of case documents
- Provide the capability to allow the electronic imaging of all case pleadings.
- Legal documents would be scanned and filed immediately.
- Case docketing would be done from the image, not from a paper copy.
- Provide a mechanism whereby all case documents will be stored electronically.

The evaluation would be:
- The appropriateness and complexity involved in the utilization of an optical imaging system for record storage and retrieval purposes of the courts. This would include an evaluation of existing applications and the future costs associated with the maintenance of the applications.
- Analyze existing hardware and software systems and their ability to service the needs of the courts in the future for document imaging.
- Analyze existing communication infrastructure and recommendations regarding its ability to meet expectations related to sharing information stored on a document imaging system.
- A cost/benefit analysis associated with options evaluated during the course of the project.
- A process review study of the information flow from the clerk's receipt of initial documents, through the courts, and to ultimate disposition of the case.

This project affect two systems 100 and 101. The primary system is 101 District Court Management System and the secondary system is 100 Supreme Court Management System.

Project Benefits

The costs include the analysis and implementation of integrated case management system that will allow for document imaging. The analysis will begin this biennium only if there is availability of funds. If funds are not available, the analysis will begin next biennium. The costs for next biennium reflect implementing document imaging at the Supreme Court. In the 2001-2003 biennium, six district judicial sites will be implemented (based on state assumption of costs).

The benefits of the analysis will include:
- Recommendations to the appropriateness and complexity involved in implementing document imaging from a process improvement and systems point of view.
- Cost/benefit analysis associated to integrating these systems and implementing imaging technologies.
- Understanding user and management requirements for the information systems in regards to imaging documents.
- Evaluation of existing and future hardware and software to implement imaging technologies.
- A strategy for implementing the integrated information systems and imaging technologies.

The benefits of this project include:
- Providing the capability for clerks of court, following state assumption of costs of their offices, to file case documents electronically.

Agency: 180.0 Supreme Court

Plan Approval: 02/25/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL

P0002 Document imaging

(Continued)

- Benefits include location of the hard case file become irrelevant as documents are always at the user's fingertips.
- Counter and telephone questions regarding case pleadings can be answered much more quickly.
- Documents would be instantly accessible from the bench, judge's office, or clerk's office.
- Case pleadings would be available from remote sites through a modem.
- Actual location of the hard copy case file becomes less relevant and it could be stored in a relatively inexpensive storage site away from clerk personnel.
- Reduces paper processing as it would eliminate the need for microfilming and archiving microfilms would allow for ease of faxing documents to support end correctional agencies.
- Clerk personnel could prepare cases on appeal from their desks rather than having to go to the hard file and copying the case file.
- Would enhance security, as confidential documents would be stored in a separate file not accessible on the public access computer.
- Use of imaging would allow clerks to handle an increasing workload without any additional full-time equivalent personnel being added.

Projects by Agency

Agency: 180.0 Supreme Court

Plan Approval: 02/25/1998

P0003 Electronic filing

		PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 101	District Court Mgmt System	Continuing	3	General	18,000	0	188,065	
				Federal	0	0	0	
				Special	0	0	0	
				Total	$18,000	$0	$188,065	$206,065

Project Description

This project provides for the analysis and implementation of the integrated case management system and electronic filing. The analysis in projects P0001 and P0002 are associated with this project.

It would be a major change to create the capability to allow parties to electronically file cases with the courts of North Dakota:
- Providing the capability for attorneys and private citizens to electronically file documents through diskette or other acceptable digital exchange of information.
- Interface electronic filing of documents with the trial case management system or supreme docket system.

The evaluation would include:
- The appropriateness and complexity involved in establishing an alternative electronic filing system from a process improvement and systems point of view. this will include an evaluation of existing applications and the future costs associated with the maintenance of the applications.
- Analyze existing hardware and software systems and their ability to service the needs of the courts in the future for electronic filing.
- Analyze the existing communication infrastructure and recommendations regarding its ability to meet expectations related to electronic filings in both the trail and appellate courts.
- A cost/benefits analysis associated with options evaluated during the course of the project.
- A process study of existing filing practices of the clerk's offices and an evaluation of existing case management applications including their ability to accept electronic and manually input information.

This project affects two systems 100 and 101. The primary system is 101 District Court Management System and the secondary system is 100 Supreme Court Management System.

Project Benefits

The costs include the analysis and implementation of an integrated case management system that will allow for electronic filing.

The benefit of the analysis will include:
- Recommendations to the appropriateness and complexity involved in implementing electronic filing from a process improvement and systems point of view.
- Cost/benefit analysis associated to integrating these systems and implementing electronic filing technologies.
- Understanding user and management requirements for the information systems with electronic filing capabilities.
- Evaluation of existing and future hardware and software to implement electronic filing technologies.
- A strategy for implementing the integrated information systems and electronic filing technologies.

The benefits include:
- Improving customer service by minimizing mailing, speeding up the filing process, and improving customer turnaround time.
- Improving the accuracy of the information by eliminating data entry errors, filing cases and pleadings of cases.
- Ensure a higher level of customer satisfaction, expediting case filing from any location in the state to clerk of court offices where the files are maintained.

Projects by Agency

Agency: 180.0 Supreme Court

Plan Approval: 02/25/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0004 Video conferencing							
Related System: 104 District Court Administrative	New	4	General	0	101,336	466,671	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$101,336	$466,671	$568,007

Project Description

With reduction of the number of judicial positions statewide there needs to be a strategy for providing access to the courts for selected hearings and judicial proceedings from rural areas. With the reduction in the number of judgeships, it may not be possible to have judges travelling to all counties in the state as has occurred historically. An alternative for judges travelling to every county in the state is the installation of video conferencing. This allows litigants and witnesses selected to appear via video conferencing from sites remote to where the judge is located. This project provides for the testing of interactive television installations in three counties during the 1999-2001 biennium. Based on the evaluation, and successful outcome of the project, interactive television access will be expanded to 13 additional locations during the 2001-2003 biennium.

Project Benefits

This project is estimated to require 120 hours of North Dakota Supreme Court information technology staff time and up to 120 hours of ISD support time during the 1999-2001 biennium. Based upon the successful completion of an evaluation of this project, the technology will be expanded to 13 additional locations during the 2001-2003 biennium. Based on an expansion to more locations, additional support time will be required from ISD.

Benefits to be derived from this project include:

- The testing of a system to allow litigants and selected witnesses to appear for judicial proceedings from remote locations from the judge.
- The ability to conduct proceedings involving the incarcerated inmates located in remote locations providing a higher level of security and reduces the cost of transporting incarcerated defendants.
- The ability to conduct judicial training and teleconference between courthouses in the state, reducing the necessary travel for participants at meetings and training sessions.

Projects by Agency

Agency: 180.0 Supreme Court

Plan Approval: 02/25/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0005 Digital audio recordings							
Related System: 104 District Court Administrative	New	5	General	0	0	300,071	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$0	$300,071	$300,071

Project Description

Digital audio recording is technology of recording and storing judicial proceedings on a computer disk to allow easy access to testimony and allowing integration of judges' notes with specific portions of testimony for ready retrieval. This technology, in a network environment, can replace conventional tape audio recording systems. During the 2001-2003 biennium, one installation in a multi-judge chamber will be used to test this technology. Based on a successful evaluation of the technology, and a judicial system move from stenographic reporting to audio recording for "taking the record", digital audio recording will be budgeted for in six more sites in the 2003-2005 biennium.

Project Benefits

The benefits include:

- Digital audio recordings should enhance the efficiency of taking the record.
- Instantaneous playback of testimony or portions of proceedings.
- Attachment of queries motions and bench marking of portions of the proceedings by the judge for later use in research and findings.
- Simultaneous access of the recording by recorder, judge, or authorized individuals, allowing the judge to conduct research from chambers and recorders to prepare the transcripts.

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0006 Video recordings							
Related System: 104 District Court Administrative	Continuing	6	General	0	0	70,000	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$0	$70,000	$70,000

Project Description

The East Central Judicial District has implemented video recording, an AV system, for some master calendar proceedings. Computerized video recording provides the record of selected court hearings. During this biennium, an evaluation to include a cost/benefit analysis of the AV system will be performed. Based on a positive evaluation, an implementation plan will be developed to implement one judicial site in the 2001-2003 biennium.

Project Benefits

The benefits will include:

- Improved technique in taking the proceedings.
- Allows review of proceedings without production of the entire transcript by viewing a video tape.
- Eliminates the need for a stenographic record of selected proceedings.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$80,000**	**$810,185**	**$2,076,822**	**$2,967,007**

Projects by Agency

Agency: 190.0 Retirement and Investment Office

Plan Approval: 10/05/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 Upgrade LAN, replace PCs							
Related System: 400 Admin Operating Support System	Major Change	1	General	0	0	0	
			Federal	0	0	0	
			Special	0	87,575	0	
			Total	$0	$87,575	$0	$87,575

Project Description

LAN Server and equipment and software for partial upgrade of local network.

1. Network administration class for two IS employees. ($9,085).
2. Wiring/hubs. ($19,000).
3. One server, nine client computers, 4 monitors, two notebook computers, and Ethernet network cards for computers not replaced ($48,400).
4. Management software. ($1,500).

Project Benefits

The current local area network consists of a variety of personal computers, ranging in age from 1- 6 years old. The proposed upgrade would replace all network wiring, hubs, and the server, as well as 66% of client computers, to bring the entire network and supporting infrastructure to contemporary industry standards. We would begin to realize labor savings upon completion of installation and network administration training. After that point, we could reduce network administration time by as much as 700 hours per year by centralizing functions such as distribution of software and fixing problems with networked computers. The time saved would be used to reduce the backlog of in-house programming projects which is currently being done by an exempt employee outside business hours.

We will evaluate equipment performance and problems on an on-going basis to determine an appropriate replacement schedule.

P0002 Integrate TI6000 w/ other apps							
Related System: 100 Member Services System	Major Change	2	General	0	0	0	
			Federal	0	0	0	
			Special	0	0	43,600	
			Total	$0	$0	$43,600	$43,600

Project Description

Integrate TI6000, VisualInfo and Desktop software to allow automated access to information and the ability to create forms, letters, and notices on demand.

- Access VisualInfo directly from a member record while in TI6000.
- Create a popup with optional commands to process and print standard forms, letters, benefit estimates, and account statements direct from the TI6000 system to the client's PC and network printer.

Project Benefits

The integration of these three systems will allow use to create and print forms, letters, notices, and statements directly from the system. This will allow for immediate service to our members during personal counseling sessions and will save time for the benefit counselors as well as the administrative services staff. The hours saved will be used to expand outreach services by researching information and creating education materials for members about retirement options, Qualified Domestic Relations Orders (QDRO), purchase of service credit, refund/roll-over of monies from our plan, and alternative retirement options to supplement TFFR retirement. These changes will allow time to process the projected tripling of members eligible for retirement without adding to staff.

Department Total Project Budget			**$0**	**$87,575**	**$43,600**	**$131,175**

Projects by Agency

Agency: 192.0 Public Employees Retirement

Plan Approval: 07/27/1998

P0001 Upgrade Infrastructure

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Local Area Network	Continuing	1	General	0	0	0	
			Federal	0	0	0	
			Special	131,620	0	103,400	
			Total	$131,620	$0	$103,400	$235,020

Project Description

UPGRADE TO THE NDPERS COMPUTER-RELATED INFRASTRUCTURE

This includes the following steps:

- Inventory hardware and determine PC's and servers to be retained or replaced.
- Inventory software and determine the requirements the software places on upgrade alternatives and upgrade paths (hardware and software).
- Identify issues remaining in either the OS/2 and LANServer environment with upgrade or migration to the NT environment.
- Determine hardware configurations, operating systems, office suites, support tools, GUI, etc., and factor in interrelationships among them, training requirements (technical staff and MIS), staff implications, etc.
- Make a decision as to go-forward strategy.
- Define, configure, and cost the selected environment.
- Develop detailed project plan.
- Execute the plan.
- Develop a strategy for upgrade and replacement of infrastructure.
- Implement strategy.

Included specifically under this project is the upgrade to the system to support Research and Planning - both upgraded hardware and software, as well as storage of data on the Research and Planning PC or high capacity removable storage attached to that PC.

Project Benefits

The project is estimated to required 416 NDPERS man hours and 88 consultant man hours and will range up to $100,000 to upgrade the desktop PC's and servers (hardware and software) as well as integrated office automation software - complete with training. Benefits will include:

- Improving customer service (customers being defined as members, retirees, plan participants, and employers) by providing tools to NDPERS employees.
- Enabling NDPERS employees to "answer" more questions and "support " more users per NDPERS employee per hour.
- Improving accuracy.
- Enabling concurrent "Windows" to be open to support multiple application while answering members' questions.
- Positioning NDPERS technology environment to support other future "technology-intensive projects (WEB page, IVR, etc.).

As a reference point, this project is not only to "play catch up" for all or part of NDPERS infrastructure, but also it is the approach wherein the environment should be positioned to:

- Enable NDPERS to make use of current and emerging technology (hardware and software tools) to support customer and user needs.
- AVOID "playing catch up" in the future.
- Implement a process and procedure to appropriately upgrade portions of the environment on a scheduled, budgeted, timely manner.
- Allow staff to be more productive, eliminating time delays based on hardware (and software) constraints.

Specific activities related to Research and Planning include 16 man hours of NDPERS staff time, possibly 8 man hours of consultant time, and up to $1,000 in hardware and software. The activity related to Research and Planning is expected to save approximately $9,000 per month in ISD disk storage costs.

Note: MIS training is covered in another project.

Projects by Agency

Agency: 192.0 Public Employees Retirement

Plan Approval: 07/27/1998

P0002 Improve Employer Reporting

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Local Area Network	Major Change	6	General	0	0	0	
			Federal	0	0	0	
			Special	0	0	11,550	
			Total	$0	$0	$11,550	$11,550

Project Description

IMPROVE EMPLOYER REPORTING OF INFORMATION

Identify and implement opportunities to improve the reporting of information by employers (wages, contributions, service credit, and demographics) and implement appropriate ones in a phased manner. Within this project, identify how to "push" the reporting of such information appropriately out to agencies to eliminate errors and streamline processes.

This project should build upon preparatory activities: implementation of the new infrastructure, development of the "universal" front end, and establishing an Internet presence.

The project should be divided into a feasibility and planning phase and an implementation phase.

Project Benefits

This effort is estimated to require 500 man hours of NDPERS MIS staff time and possibly up to 60 man hours of consulting support.

The benefits to be derived from this project include:

- Reducing time spent by NDPERS staff on "manually" entering and correcting data needed to support the various programs.
- Improving the accuracy of data.
- Decreasing the time spent reconciling billing and reporting efforts.

Projects by Agency

Agency: 192.0 Public Employees Retirement

Plan Approval: 07/27/1998

P0003 Integrated Voice Response

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Local Area Network	New	5	General	0	0	0	
			Federal	0	0	0	
			Special	0	0	127,500	
			Total	$0	$0	$127,500	$127,500

Project Description

INTEGRATED VOICE RESPONSE (IVR) capability - provide further support to members and retirees by first determining if an integrated voice response (IVR) capability will help provide better, more efficient service to NDPERS clients. If that proves to be the case, implement such a capability.

This project is envisioned as having two phases:
1. Requirements definition, analysis, feasibility study, plan development and detailed cost estimate
(Followed by a go, no-go, defer decision activity)
2. Implementation and on-going maintenance and support, if the effectiveness of such an approach is proven to be cost effective.

The project includes the following components:
- Determining the type of IVR capability that is appropriate to NDPERS.
- Developing a clear, consistent, common understanding of the various capabilities and options available.
- Developing a clear, consistent, common understanding of the potential issues and risks.
- Developing a clear, consistent, common understanding of NDPERS phased approach including what will and will not be delivered in each phase - and when
- Implementing the capability in a phased manner.
- Receiving feedback as to the satisfaction of users with the IVR capability.
- Revising and maintaining content on the IVR menus and adding appropriate new content.
- Revising the plan to accommodate feedback, business change, and technological change.

This project includes the development of a detailed plan and then the subsequent implementation in a phased manner.

Project Benefits

This project will involve two phases:
1. Analysis, requirements definition, planning - approximately 150 man hours of NDPERS time and 80 man hours of consultant time.
2. Implementation - up to 100 man hours of NDPERS time and $50,000 in external contract, $40,000 in hardware costs, and $20,000 in software costs.

This project will:
- Provide an alternative to NDPERS staff spending time on "low value" customer service activities - rather, make use of the IVR - and to focus on higher-value activities.
- Provide general information - provide blank forms to users, inform them when Board meetings are to occur, inform them where and when financial planning sessions are being held.
- Provide specific information based on a "frequently asked question" capability...
- Provide time sensitive (time changing) information - when "open seasons" for enrollments are occurring, date retirement checks will be mailed.
- Provide benefits estimates - based on carefully constructed rules and security issues (perhaps first by mail and then later "on-line").
- Integrate with voice mail.

Projects by Agency

Agency: 192.0 Public Employees Retirement

Plan Approval: 07/27/1998

P0004 Universal Front End

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Local Area Network	Major Change	4	General	0	0	0	
			Federal	0	0	0	
			Special	0	27,520	323,510	
			Total	$0	$27,520	$323,510	$351,030

Project Description

DEVELOP A "UNIVERSAL FRONT END" for all demographic data entry and investigate the use of standardized forms, optical character recognition and scanning, and optical imaging for all programs.

The project can be viewed as being comprised of a number of components:
- Analysis - Determine which of the systems have redundant data entry and which data elements are redundant. Identify the mode of the entry of the data, i.e., how it is done - online directly into the application, is a screen scraper used, is the entry into a suspense or transaction file rather than directly online, other.
- Synthesis - Determine if a universal demographic data entry capability can be developed in the "short term" that uses any or several of the following techniques:
  * "Capture and replay" of keystrokes.
  * Saving transaction data entry files for "reprocessing" in other applications.
  * New, stand-alone capability.
  * Extracting all dependent update information from a single "master" source and "feeding" other systems directly.
  * Other.

In the "long term", investigate developing a true "universal" front end that accepts the data and uses "API's" (application program interfaces) to perform data dependent logic checks in each system - either spawned from the application when it is online or in a batch mode.
- Design and Prototype - Develop a design and implement a prototype to prove the feasibility of the concept.
- Construction - Develop a "full blown" approach, including a methodology for developing the appropriate software and testing it.
- Implementation - Install and monitor.

Throughout the process, consider an integrated, single forms philosophy, evaluate such, make the appropriate decision, and implement.
Consider the applicability of bar-coding and optical character recognition to improve productivity and implement if appropriate.
Investigate the feasibility of utilizing optical imaging and, if appropriate, implement this technology.

Project Benefits

This project is estimated to require approximately 1,650 man hours of staff time, 180 man hours of consultant time, 940 man hours of ISD time, and possibly up to $190,000 for hardware and $61,000 for software.

The benefits to be obtained include addressing a number of different problems and helping to resolve them:
- Redundant data entry - extra work.
- Data being different in various systems - and thus sometimes introducing confusion, i.e., which is correct?
- Data being "out of synch" among the systems.
- Reducing manual data entry.
- Improving access by multiple, concurrent users to the same "source" documents.

Projects by Agency

Agency: 192.0 Public Employees Retirement

Plan Approval: 07/27/1998

P0005 Improve Billing Reconciliation

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Local Area Network	Continuing	2	General	0	0	0	
			Federal	0	0	0	
			Special	1,320	18,600	1,600	
			Total	$1,320	$18,600	$1,600	$21,520

Project Description

IMPROVED RECONCILIATION OF PROGRAM BILLINGS AND PROCESSES.

Project activities are expected to include the following steps:

- Review existing contract terms and determine if they are being satisfied by providers.
- If contract terms are not being met, develop a plan for "enforcing" compliance.
- If contract terms are not sufficient to facilitate accurate reconciliation, determine what new requests should be presented to providers for their approval.
- Meet with providers to determine their needs and abilities to assist NDPERS or whether NDPERS needs to accept billing responsibilities in order to facilitate reconciliation.
- Develop a plan for automation; determine what automated tools are available or need to be developed, i.e., spread sheets, ACCESS databases, etc.
- Evaluate and acquire available tools/reconciliation software.
- As necessary, develop spread sheets, down loads and automated procedures.
- If NDPERS is to accept billing responsibilities (see above), develop a plan which adds billing to the appropriate steps above.
- Evaluate available billing/reconciliation software including demo disks and/or presentations from vendors.
- To the degree necessary, develop in-house software to satisfy billing/reconciliation.
- Test the new system and revise as necessary.
- Implement the new system and train staff.

Project Benefits

This project is estimated to require 400 man hours of NDPERS MIS staff time and up to 48 man hours of ISD man hours; additionally support software may be required -- $10,000.

The benefits to be derived from this project include:

- Simplifying billing reconciliation to increase accuracy and save staff time across all programs.
- Specifically developing better reconciliation processes for Dental and Long Term Care Programs.
- Assuring that the new EAP program will benefit by the most appropriate reconciliation approach.

Projects by Agency

Agency: 192.0 Public Employees Retirement

Plan Approval: 07/27/1998

P0006 Improve Communications

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Local Area Network	Continuing	3	General	0	0	0	
			Federal	0	0	0	
			Special	800	30,650	2,800	
			Total	$800	$30,650	$2,800	$34,250

Project Description

IMPROVE COMMUNICATIONS.

This project involves a number of elements to improve communications with members and Retirees, within NDPERS, with employers, and with vendors.

Activities include:
- Micrographics investigation.
- Investigate video conferencing.
- Increase use of ACH.
- Improve scheduling in a phased manner.
- Lower mass mailing costs.
- Integrate interface with BC/BS more effectively.
- Obtain records retention/management software.

Project Benefits

This effort is estimated to require the following resources:
- NDPERS MIS man hours - 800
- Consulting man hours - 36
- Software - $11,200
- Pilot video services - contract - $1,800

Benefits include:
- Reduced mailing costs.
- Reduced check generation costs.
- Lower travel-related costs.
- Reduced manpower applied to "low-value" activities.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$133,740**	**$76,770**	**$570,360**	**$780,870**

Projects by Agency

Agency: 201.0 Public Instruction

Plan Approval: 03/06/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 Student Mgmt System Feasb Stdy							
Related System: 100 Data Collection and Reporting	Continuing	1	General	12,000	320,000	86,000	
Status date: 08/07/1998			Federal	80,000	0	0	
Stage/status: Feasibility study complete. Business analysis will begin upon management approval.			Special	0	0	0	
			Total	$92,000	$320,000	$86,000	$498,000

Project Description

DPI has received a grant, which will provide for a student information management system feasibility study. This study is being conducted this biennium. Contingent upon the outcome of the feasibility study, a student information system may be developed. this system could potentially replace or at a minimum modify the current data collection activities.

During the past legislative session, Senate Concurrent Resolution No. 4002 was adopted. This resolution directs the Legislative Council to study the provisions of Title 15 of the NDCC which relate to Elementary and Secondary Education. The department is anticipating that changes will be made which will require system updates or potentially a complete rewrite of the system. the magnitude of the project is dependent upon legislative session.

Project Benefits

The Student Information System is difficult to estimate, as the feasibility study has not been completed to date. The feasibility study will be conducted this biennium to determine the necessity and the scope of the system. The project has an estimated low of $30,000 and an estimated high of $150,000. These projections are based upon systems developed by other states.

Benefits of a student information system are:
- More accurate counts to support the state's ADM basis for funding foundation aid.
- Allow for easier and more accurate monitoring to state outcome based standards.
- More accurate graduation and dropout figures.
- Potential for reducing reporting burden on school districts.

The potential impact of the legislative changes are likewise difficult to determine at this time. The project has an estimated low of $25,000 however, if significant changes are made the budget could be as high as $300,000.

For purposes of this plan the total project budget for the 99-01 biennium is estimated at $320,000. More information will be provided as it becomes available. The project is projected for completion within the 01-03 biennium.

ISD Comments

Project success dependent on cooperative effort by DPI, Voc. Ed. and Higher Ed. The feasibility study did not address the cost/benefit implications of collecting additonal or different data. Better scope definition, in regards to the type and amount of data to be collected, along with management approval, is needed prior to implementation.

Projects by Agency

Agency: 201.0 Public Instruction

Plan Approval: 03/06/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0002 Data Envelopment / GIS							
Related System: 100 Data Collection and Reporting	Continuing	2	General	50,000	50,000	50,000	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$50,000	$50,000	$50,000	$150,000

Project Description

DATA ENVELOPMENT FOR NORTH DAKOTA SCHOOL DISTRICTS

This project basically expands the SCHOOLMAPS Geographical Information System (GIS) to incorporate computational procedures for carrying out school district efficiency studies. This involves expanding the system to include school district profile information and a data envelopment analysis (DEA) computational procedure. Transportation will be the first application area addressed, but extensions into more general performance measures will also be pursued.

Project Benefits

The project will be continually enhanced through a series of $50,000 biennial contracts with the North Dakota State University Computer Science and Operations Research Department.

Benefits include developing the capability for:

- Presenting useful information using thematic maps color coded by descriptors of interest.
- Measuring efficient performance based on actual school district performance, not some theoretically optimal performance.
- Accounting for variations in operating environment faced by school districts throughout the state.
- Developing equitable funding formulas that provide incentives to operate efficiently.
- Creating policies that will allow school districts discretion in how to spend its funding to meet the dual objectives of service quality and economy.

Department Total Project Budget	**$142,000**	**$370,000**	**$136,000**	**$648,000**

Projects by Agency

Agency: 215.2 HECN-North

Plan Approval: 11/02/1998

P0002 SAGE - replace admin. systems

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 404 HECN-North Admin Info Systems	Major Change	1	General	0	6,500,000	8,000,000	
Status date: 08/26/1998			Federal	0	0	0	
Stage/status: Preliminary vendor evaluation complete. Implementation not started pending funding.			Special	0	1,500,000	0	
			Total	$0	$8,000,000	$8,000,000	$16,000,000

Project Description

The project is named SAGE (Service, Access, Growth and Empowerment). The project vision is as follows: The North Dakota University System (NDUS) will provide an environment supporting the move to a service-oriented environment where the focus is on providing access to information and services, at any time, from anywhere.

The SAGE project will effectively replace all of the HECN North managed administrative system software applications that are now used by the eleven institutions in the NDUS. The current software was designed close to twenty years ago with an architecture that does not reflect the current reporting and organizational relationships now found in the NDUS. Though the current systems are based upon a stable and proven mainframe platform, they are restricted by the mainframe system limitations. The new systems will be based upon the client/server platform and rely heavily on WEB based access for clients. This access will encourage access by clients to view and update information using WEB tools they are familiar with, thus reducing the training and support requirements needed on mainframe platform systems. Advances in collaborative program offerings between institutions and the expansion of distance learning opportunities to mention a few, impact the way in which services must be provided in the future.

The current activities on this project involve contract negotiations with a vendor to supply higher education software and implementation consulting help for both technical and functional areas of the NDUS. An Evaluation team has developed the specifications documents and has evaluated the top rated vendors. A Negotiating Team is now dealing with the vendor who scored highest in the evaluation.

The project budget submitted is our best estimate and is based on information obtained in the evaluation, negotiation and early project planning processes. It reflects only what is known today. Changes in scope, timeliness and staffing could alter overall project costs. For example, it is possible that delaying the project could drive the total costs up. Implementation planning and vendor negotiations must be completed before accurate timeliness and project budgets can be determined. After better cost information is available, the NDUS will develop a comprehensive budget and financing plan for the project.

Student Information Systems Implementation Timeline:
- Begin implementation discussions as soon as possible.
- Begin implementation planning, training, and project scheduling Fall 1999.
- Some portions of system live by late 2000 or early 2001.
- Full system live by Fall 2001.

Financial Information Systems Implementation Timeline:
- Begin implementation discussions as soon as possible.
- Begin implementation planning, training, and project scheduling Fall 1999.
- Some portions of system live by late 2000 or early 2001.
- Full system live by July 2001.

HR Information Systems Implementation Timeline:

PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL

P0002 SAGE - replace admin. systems

(Continued)

Begin implementation discussions as soon as possible.
Begin implementation planning, training, and project scheduling late 1999.
Some portions of system live by late 2000 or early 2001.
Full system live by July 2001.

Project Budget:
Total (based on current estimates) about $22.5 million.
Project Development - Approx. $14.0 million.
Project Maintenance - Approx. $1.7 million.
Training - Approx. $0.5 million.
Hardware - Approx. $2.0 million.
Software - Approx. $3.5 million.
Other - Approx. $0.8 million.

Financing Plan:
PeopleSoft has offered a financing plan through Koch Financial.
Software, hardware and consulting can be financed.
Financing plan would allow repayment over 7 years.
Biennial estimates of $8 million included in HB1034 plans.

The timeliness are based on our best info at this time, but they could change once we get into final contract negotiations and into detailed project planning.

Project Benefits

Benefits of SAGE System:
Improved Service to Students
Students will have the ability to:
· Apply for undergraduate admission though the World Wide Web (WWW);
· Use the WWW to track admission applications, learn of any missing test scores, transcripts, or other required information;
· Register for classes using TouchTone or WWW, in addition to regular on-campus registration;
· View grades via the WWW or use TouchTone telephone;
· Order transcripts via WWW;
· Change addresses and phone numbers via the WWW;
· Track financial aid applications and awards using the WWW;
· Check accounts receivable balances;
· Receive a single tuition and fee bill, even if enrolled at multiple institutions;
· Pay bills via the WWW or TouchTone;
· Check any holds that may have been placed on registration via the WWW;
· Enroll in courses via the WWW or TouchTone;
· Perform "what-if" scenarios if student is contemplating changing major;
· Perform degree audit for transfer and graduation requirement purposes.

Projects by Agency

Agency: 215.2 HECN-North

Plan Approval: 11/02/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL

P0002 SAGE - replace admin. systems

(Continued)

Opportunities for Faculty
· Better assist students in their academic programs including advisement, grading, classroom support, monitoring student progress, degree audit, "what-if scenarios;
· Aid in retention and foster student success;
· More accessible information.

Improved Employee Service
Employees will be able to:
· Inquire or update personal information;
· Initiate and inquire on their own financial transactions (travel, FlexComp);
· Enroll in benefit programs via WWW or TouchTone.

Improved Public Information
· Increased access to information through customized and ad hoc reporting tools;
· Increased access to resources of the NDUS including a faculty skills inventory available via WWW;
· Provide information necessary to accommodate accountability reporting.

ISD Comments

This project is complex because of the tightly integrated systems and complex organizational structure of NDUS. A dedicated project manager and implementation team will be necessary to meet the aggressive time line. Formal project management reporting will be required on a project of this size. Benefits should be quantified in order to prioritize resources within the project. OMB needs to be involved to identify the implications for statewide financial systems. The vendor software selected by NDUS will be considered as a likely candidate when the state financial systems are replaced.

Department Total Project Budget				**$0**	**$8,000,000**	**$8,000,000**	**$16,000,000**

Projects by Agency

Agency: 215.3 ODIN

Plan Approval: 11/02/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 Migrate to new library system							
Related System: 100 ODIN, ND Library Info Systems	Continuing	1	General	200,852	2,225,501	94,876	
Status date: 08/26/1998			Federal	0	0	0	
Stage/status: Infomation gathering completed. Not started pending funding.			Special	0	0	0	
			Total	$200,852	$2,225,501	$94,876	$2,521,229

Project Description

Migrate ODIN libraries to different and improved library system software.

· The library software vendor for ODIN plans to terminate support by the summer of 2002. ODIN is now in the planning stages for selecting a new vendor to supply library management software for higher education and other libraries using the ODIN system.
· Send Request For Proposal no later than July 2000. Evaluate RFP responses, select system, make contract by January 2001. Begin installation February 2001. Migrate all libraries to new system by June 2002.

Project Benefits

Current cost estimates for the purchase of hardware and software, data conversion and training is approximately $2,000,000. Existing personnel will contribute significant time toward this migration effort in addition to the project request. Benefits:

· Continued operation of critical systems used by library patrons and staff in state of North Dakota.
· Significantly improved user interface for both public and staff users providing more efficient use of time for each group.
· Improved electronic exchange capabilities with other state computers.
· Ability to exchange electronic information regarding ordering and receipt of library materials with vendor computers rather than using paper mailing and re-keying information into the library system.

ISD Comments

This replacement is critical to maintain the current statewide library services when the current vendor drops service. Strong project management will be required to meet the optomistic schedule. The project tries to balance the risks associated with delaying project with the timing of technology advances from vendors. A joint effort with South Dakota is being discussed.

Department Total Project Budget	**$200,852**	**$2,225,501**	**$94,876**	**$2,521,229**

Projects by Agency

Agency: 301.0 Health Department

Plan Approval: 10/13/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 SDWIS Pilot Project							
Related System: 101 Safe Drinking Water Info Sys	Continuing	1	General	9,615	6,187	6,496	
			Federal	28,845	18,561	19,489	
			Special	0	0	0	
			Total	$38,460	$24,748	$25,985	$89,193

Project Description

SDWIS (Safe Drinking Water Information System) is a software application intended to replace all of the individual states/drinking water systems used to implement the Safe Drinking Water Act. The North Dakota Drinking Water Program has agreed to be a pilot state and contribute to the development of this system. The application is being developed in phases and is expected to migrate from development to maintenance and enhancement over the next six years. Each new phase adds functionality and corrects bugs in previous release.

Project Benefits

The 1996 amendments to the Safe Drinking Water Act (SDWA) has caused and will continue to cause considerable additional workload with the public water supervision program.

The SDWIS project will enable us to keep pace with the data requirements of the 1996 SDWA amendments. The net gains in staff time resulting from the SDWIS project will enable us to handle the increasing data recording and reporting expectations on the part of the EPA and the general public. The "FTE savings" resulting from the SDWIS project will take the form of reducing the need for more full time employees to keep pace with new programmatic activities.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$38,460**	**$24,748**	**$25,985**	**$89,193**

Projects by Agency

Agency: 325.0 Human Services

Plan Approval: 08/21/1998

P0001 MMIS Decision Support

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 100 Medicaid Mgmt Info Sys (MMIS)	Continuing	5	General	36,780	43,127	103,285	
Status date: 08/21/1998			Federal	26,633	1,378,229	3,194,654	
Stage/status: In the process of defining scope and gathering information from states with similar systems.			Special	0	157,057	364,351	
			Total	$63,413	$1,578,413	$3,662,290	$5,304,116

Project Description

One of the MMIS's primary functions is the paying of claims for recipients. However, this is not the only requirement of the system today. Given the magnitude of the Medicaid budget and the changes in the demands on the system, it is essential that the services and the dollars expended be monitored in a timely and accurate manner. Service coverage, analysis of encounter data from managed care, and payment decisions must also be made based on timely and accurate data. With the changes in medical care, medical billing becoming more complex, and as we move into managed care capitated payments, the responsibilities of the Department are changing. These responsibilities are changing from paying claims based strictly on a mathematical calculation to one of incorporating comparative analyses of services and monitoring desired medical outcomes. The Department is moving from the role of a payer of services to one of a purchaser of services and a need to oversee that process. This new role is normally performed by the use of decision support systems. This is a function which is not now a part of the present MMIS system. We plan to complete the preliminary work and perhaps the feasibility study this biennium. We then intend to begin development of those components with the highest priority. Based upon the cost benefit analysis, some of the components may not be completed. This project could take as long as three biennium's to complete.

Project Benefits

A cost benefit analysis will be done as a part of the feasibility phase of this project.

ISD Comments

This project should be managed as two separate projects. Implementation of a decision support system will be complete in 99-01. In 01-03, a feasibility study and preliminary design will be completed for replacement for current system with new technology. If warranted, implementation of the replacement system would begin in the 03-05 biennium to bring system up to current standards. In each project, the scope needs to be better defined prior to start-up.

Projects by Agency

Agency: 325.0 Human Services

Plan Approval: 08/21/1998

P0002 FACSES Implementation

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 102 Fully Auto Child Sup (FACSES)	Continuing	3	General	899,258	86,264	57,385	
Status date: 08/21/1998			Federal	1,644,291	1,772,463	367,561	
Stage/status: Project is in the development phase.			Special	0	898,116	179,390	
			Total	$2,543,549	$2,756,843	$604,336	$5,904,728

Project Description

The first release of the Child Support FACSES application, currently under development, is scheduled for implementation to County Social Service offices and North Dakota courts in late 1998. This system is federally mandated by the Administration for Children and Families (ACF). A number of new federal regulatory changes will have to be implemented in the 1999-2001 biennium. Because these regulation changes will be substantial it will continue to be carried as a project. We are anticipating many federal regulation changes in the future.

Project Benefits

The impact of a cost benefit analysis is unyielding on this project, since many of the changes are required by federal regulations. We do believe that this technology is at least partially responsible for increased child support collections. In the past three years (1994, 1995 & 1996), collections of child support have increased an average of $3 million per year. A portion of this increase can be attributed to the implementation of the functions of FACSES. With the full implementation of FACSES, collections could increase an additional $2 million per year above the historical increases.

ISD Comments

Original scope will be complete this biennium. Twelve major enhancements due to Federal changes will be implemented next biennium. Changes have been made to manage this project more aggressively due to the federal certification requirement. ADABAS/Office Vision technology was standard at the project start but is not part of the current standard. Payment processing has shifted from the county offices to the central Human Service office and the State Treasurer's office.

Projects by Agency

Agency: 325.0 Human Services

Plan Approval: 08/21/1998

P0003 CCWIPS Implementation

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 103 Comp Child Welf Info (CCWIPS)	Continuing	4	General	741,190	752,200	77,565	
Status date: 08/21/1998			Federal	730,293	741,768	69,088	
Stage/status: Three modules are in development phase.			Special	0	4,942	4,016	
			Total	$1,471,483	$1,498,910	$150,669	$3,121,062

Project Description

The CCWIPS application will consist of the case management functions for Foster Care, adoption, all front end services (i.e., Child Abuse and Neglect, Family Preservation, etc.) and payment components for Foster Care and Subsidized Adoption. The case management component for Foster Care has been operational since early 1995. Case management for adoption was implemented in September 1997. The payment and case management for the front end services components have not yet been fully designed/developed.

When completed, CCWIPS will meet the federal SACWIS (State Automated Child Welfare Information Systems) requirements, as defined by the federal Administration of Children and Families (ACF).

CCWIPS is expected to continue as a project after the 2001-2003 biennium.

Project Benefits

A cost benefit analysis will be completed as part of our project methodology.

ISD Comments

Additional changes are expected next biennium due to regulation changes. A feasibility study will be done to determine the degree to which automation will be implemented. No plans exist to rewrite this system even through older technology being used. Rewrite will depend on technology available at the county level. Each set of major changes to regulations or programs should be managed as separate projects.

Projects by Agency

Agency: 325.0 Human Services

Plan Approval: 08/21/1998

P0004 ARIS/VRIS Replacement

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 104 ARIS/VRIS (A/R &Voc Rehab)	New	6	General	0	1,758,133	231,378	
Status date: 08/21/1998			Federal	0	78,489	53,266	
Stage/status: Not started pending funding.			Special	0	19,622	13,316	
			Total	$0	$1,856,244	$297,960	$2,154,204

Project Description

This project would be a replacement of the current ARIS (Automated Regional Information System) and VRIS (Vocational Rehabilitation Information System). Because these two systems are very inter-related one cannot be replaced without the other being replaced.

This project would provide a computer system to better support the business process that has evolved over the years. Also adding new functions, updating the current ones, and integrating the old and the new. The first addition will be a scheduling system which will feed the accounts receivable system. The therapists would be able to add the needed service information about the clients on-line as each session ended. A tracking system will remind staff if the data has not been entered to ensure that there is complete information for billing and tracking purposes. Staff, via a voice recognition system, would be able to dictate client notes, which would be kept on-line instead of in paper files. A client case management system which would assist staff to ensure that clients are receiving services that are timely and appropriate, would be added. A medication inventory system would strengthen medication security and help to ensure that there is an appropriate level of medication on hand.

Expanded information on staff, not only on the system but by accessing the personnel system, will enable the Department to better determine the costs of providing services by type of service provider. It would also enable the agency to determine the cost of providing services to certain types of clientele.

An expanded application for tracking client data would allow the centers not only to track the clients currently receiving services, but would allow the Department to do follow-up studies to determine the effectiveness of the different modalities of treatment.

An ad hoc report writer would allow the centers and the state office staff to write reports in a timely and efficient manner.

We are anticipating that this project will be a mix of shrink wrap software and custom developed software. Additionally, we will need to upgrade or purchase new equipment to support this new system.

Project Benefits

A cost benefit would be completed as a part of the project methodology. Some potential benefits of this new system would be better data collection and more timely retrieval. By making the application user friendly by allowing staff to enter service data and client progress notes, the number of support staff should decrease. In addition, the elimination of paper files for client progress notes, will decrease the storage problem for the centers and for the agency as the number of paper files will decrease as older files are shredded.

ISD Comments

Feasibility study including an analysis of the "fit" of vendor software should be completed prior to implementation. Vendor software currently being implemented at the State Hospital and Developmental Center will be considered for state wide use.

Projects by Agency

Agency: 325.0 Human Services

Plan Approval: 08/21/1998

P0005 Medicaid/TANFchanges to TEEM

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 105 Train, Edu, Empl & Mgmt (TEEM)	Continuing	2	General	348,300	150,960	78,702	
Status date: 08/21/1998			Federal	2,666,476	1,448,811	321,515	
Stage/status: RFP will be released in August 1998. A contract is expected to be awarded by Nov. 1998			Special	0	169,703	42,879	
			Total	$3,014,776	$1,769,474	$443,096	$5,227,346

Project Description

Incorporate new features into the TEEM (Training, Education, Employment and Management) system to provide Medicaid coverage that resulted from TANF implementation. Features to be included in the system are:

1. Incorporate July 1996 AFDC rules into TEEM.
2. Retain eligibility for TANF recipients who choose not to get a TANF payment.
3. Enhance the Primary Care Provider functions in TEEM.
4. Add Third Party Liability function to TEEM.
5. Develop a direct link between TEEM eligibility and MMIS.
6. Develop reporting requirements for Medicaid eligibles in TEEM.
7. Add three month prior eligibility requirements for TANF eligibles in the TEEM system.

Project Benefits

This is a requirement of the federal government. The states must implement these provisions. The U.S. Congress has appropriated $500 million to assist the states with the expenses that will be incurred by this provision. Since it is a very complex process, a technology solution will be required in order to efficiently determine the eligibility for this group of individuals. The Federal government has recognized that technology will be needed to manage these changes. As a result, the Federal government will be providing 90% matching funds for this development.

ISD Comments

Aged, blind, disabled eligibility will remain in TECS. Resources were not available earlier in the biennium to start the project. Scope may be reduced upon review of RFP responses to fit budget.

Projects by Agency

Agency: 325.0 Human Services

Plan Approval: 08/21/1998

P0006 Food Stamps

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 105 Train, Edu, Empl & Mgmt (TEEM)	Continuing	1	General	89,553	1,141,050	191,655	
Status date: 08/21/1998			Federal	64,849	1,108,688	159,992	
Stage/status: Preparatory work beginning this biennium.			Special	0	27,172	14,998	
			Total	$154,402	$2,276,910	$366,645	$2,797,957

Project Description

This project would move the processing of Food Stamp eligibility/benefits to the TEEM system. The overall goal of the TEEM system is to replace the existing TECS system. Since the Food Stamp processing is currently in TECS it must be re-programmed into the TEEM system, using the TEEM technology. This would allow those recipients of both TEEM and Food Stamps to be processed using the same computer system.

Project Benefits

The ultimate benefit from this project would be a single system that eligibility staff could use to provide benefits to recipients. This would save them the time of having to process cases in a multitude of different systems and reduce the amount of duplicate data entry. A cost benefit analysis will be completed on this project as a part of our methodology.

ISD Comments

This project cannot be done concurrently with P0005 but will begin as P0005 nears completion.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$7,247,623**	**$11,736,794**	**$5,524,996**	**$24,509,413**

Projects by Agency

Agency: 360.0 Protection and Advocacy

Plan Approval: 10/02/1998

P0001 Office Automation Project

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 500 Administrative Support	New	1	General	0	55,700	4,200	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$55,700	$4,200	$59,900

Project Description

OFFICE AUTOMATION PROJECT: P&A will coordinate with ISD on the implementation of office automation systems. (A LAN in the Bismarck office with a dedicated line, dedicated lines for 5 remote locations, and dial up for 3 remote locations) P&A will begin using office automation applications for the following:

- Case management
- Activity tracking
- Time accounting

The applications will be developed using client/server technology. The systems will use the state's WAN. The application will be written in such a way as to be accessed by an Internet browser. Security for the applications will be maintained by using password authentication.

Project Benefits

PROJECT COST: $59,900

BENEFITS: This project will produce the following benefits:

- Improved system flexibility.
- Improved ability to provide accurate information to elected and governing authorities in a timely and cost-effective manner.
- Reduced cost for paper, faxing, copying and office supplies.
- Improved ability to meet continually changing and complex federal reporting requirements for multiple federal programs.
- Reduced cost of storage and management files.
- Reduced cost to provide common information to employees in remote offices.
- Increased staff effectiveness.
- Reduced cost per client served.
- Improved ability to respond to consumers' needs.
- Addresses intent of Legislature that cuts in FTE's and funding be mitigated by use of technology.

Projects by Agency

Agency: 360.0 Protection and Advocacy

Plan Approval: 10/02/1998

P0002 Internet Project

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 500 Administrative Support	New	2	General	0	6,360	1,423	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$6,360	$1,423	$7,783

Project Description

INTERNET PROJECT: P&A will develop an Internet home page that will provide the necessary material to assist clients and family members in obtaining information. The web site will also allow clients to send Email to P&A staff and to complete and submit surveys through the Internet.

Project Benefits

PROJECT COST: $7,783

BENEFITS: This project will produce the following benefits:

- Increase the availability of information to customers so that they or their family members can better solve problems without P&A intervention.
- Increase the efficiency of P&A personnel.
- Increase the communication between clients and P&A personnel.
- Decrease the agency's postage and phone costs.

P0003 Internal Communication Project

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 500 Administrative Support	New	4	General	0	0	21,900	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$0	$21,900	$21,900

Project Description

INTERNAL COMMUNICATION PROJECT: P&A will coordinate with ISD on the development of an Intranet for the agency. The Intranet will contain agency policy and procedures and other related administrative information. In addition, the Intranet will provide a listing of available books, magazines, and other research material available at P&A.

The agency will also provide the necessary equipment to members of the P&A Board and Advisory Committee Chairs to be able to access P&A's Internet home page and Intranet.

Project Benefits

PROJECT COST: $21,900

BENEFITS:

- Increased efficiency in the distribution of information.
- Decreased cost for paper, copying, filing, etc.
- Decrease the agency's postage cost
- Increase the expertise of P&A personnel, board & advisory council members.
- Increased communication between the agency, its board, and advisory committees.

Projects by Agency

Agency: 360.0 Protection and Advocacy

Plan Approval: 10/02/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0004 Legal Research Project							
Related System: 500 Administrative Support	New	3	General	0	5,000	5,250	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$5,000	$5,250	$10,250

Project Description

LEGAL RESEARCH PROJECT: This project provides for the use of an on-line legal research system that will allow for remote access to legal databases. This system will be used by up to three different users within P&A.

Project Benefits

PROJECT COST: $10,250

BENEFITS:

- More cost-effective in terms of staff time, copy costs, and purchase of hard cover books.
- Access to reliable and up-to-date information.
- Ensures quality legal services to P&A customers.

Department Total Project Budget			**$0**	**$67,060**	**$32,773**	**$99,833**

Projects by Agency

Agency: 380.0 Job Service North Dakota

Plan Approval: 09/11/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 Year 2000							
Related System: 101 Application Programs	Continuing	1	General	0	0	0	
Status date: 09/03/1998			Federal	1,817,746	169,963	0	
Stage/status: Testing phase has begun.			Special	0	0	0	
			Total	$1,817,746	$169,963	$0	$1,987,709

Project Description

YEAR 2000

The computer systems of Job Service North Dakota have evolved from/since the early "70's". These systems were not ready for a millennium change. During the last several years all major systems were reengineered and rewritten during which expanded date fields were inserted but not production tested. Every transaction and every variation of every transaction will need to be tested for Year 2000 compliance. Test transactions must be developed; testing performed and programs corrected based on test results. Also, the current agency mainframe processor is not adequate to handle current production and perform the required testing. Thus, replacement of the processor, associated software and peripherals is required to adequately test the reengineered systems.

Project Benefits

The projected cost of Year 2000 compliance is $1,987,709 over three bienniums.

The benefit derived from Year 2000 compliance is assurance that mission critical systems will correctly function for the Year 2000 or sooner for those calculating Year 2000 computations prior to the Year 2000. Key project benefits include:

- Structured approach to identify Year 2000 problems areas.
- Minimized impact on the application.
- Test planning to cover all changes.

ISD Comments

Includes cost of upgraded processor. Added capacity was essential for Y2000 testing.

Projects by Agency

Agency: 380.0 Job Service North Dakota

Plan Approval: 09/11/1998

P0002 Technology User Training

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 102 Workstation (End User Equip)	Continuing	2	General	0	0	0	
Status date: 09/03/1998			Federal	200,000	440,000	220,000	
Stage/status: Internal team is developing core competencies.			Special	0	0	0	
			Total	$200,000	$440,000	$220,000	$860,000

Project Description

TECHNOLOGY USER TRAINING.

The intent of the technology user training project is to provide a training framework for staff as desktop migration occurs. This training will be an on-going item as technology is updated and to accommodate employee development and turnover.

Project Benefits

The total cost of technology user training is $860,000.

The benefits of technology training is the enabling of staff to use IT tools, resulting in better service to the client. As JSND migrates to a multi-tier open system environment and as technology tools become an important means of customer service delivery, employees will need to have competency in use of technology to do their jobs. Key benefits include:

- Increase personal productivity; reduce down-time.
- Stay abreast of continuously changing technology.
- Training resources not wasted.

ISD Comments

This is tied to the desktop migration/replacement project. Entire staff will receive training in office automation software. $220,000 in 01-03 represents ongoing cost to maintain skills.

Projects by Agency

Agency: 380.0 Job Service North Dakota

Plan Approval: 09/11/1998

P0003 Desktop Migration/Replacement

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 102 Workstation (End User Equip)	Continuing	3	General	0	0	0	
Status date: 09/03/1998			Federal	678,075	692,175	600,000	
Stage/status: Thin client workstation alternative is being evaluated.			Special	0	0	0	
			Total	$678,075	$692,175	$600,000	$1,970,250

Project Description

DESKTOP MIGRATION/REPLACEMENT

The equipment replacement project consists of replacement of outdated information technology equipment with a standard configuration including TCP/IP network protocol. The migration task is intended to replace CRTs with standardized desktop configurations. Replacement is scheduled for 20% a year, which would replace a intelligent workstation after it is five years old. This is necessary for the units to be able to utilize relatively current software.

Project Benefits

Total cost, over 3 bienniums, is estimated at $1,970,250. Key benefits include:

Agency-Wide Equipment Management
- Increased consistency of hardware configurations.
- Planned phaseout of old equipment.
- Better reuse of older equipment.
- Basis for more cost efficient maintenance strategy.

Improved IT Return on Investment
- Simplified and more cost effective procurement procedures.
- Improved financial planning and cost control of IT budgets.
- Elimination of duplicate or inefficient approaches to IT support.
- Reduce cost of hardware and software support though agency-wide standards.
- The TCP/IP protocol will allow use of the Internet to expand information access.

The benefits of each replacement are keeping a system component, functioning, online and compatible. This enables employees to do their job and services to the clients to be completed. Resource room equipment is also kept up-to-date enabling customer self service options. Productively is enhanced by use of current tools.

ISD Comments

Five year replacement cycle for PCs may be too long. If lower cost thin clients can be used, replacement cycle may be reduced.

Projects by Agency

Agency: 380.0 Job Service North Dakota

Plan Approval: 09/11/1998

P0004 Information Technology Arch

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 100 Mainframe/Enterprise Server	Continuing	4	General	0	0	0	
Status date: 09/03/1998			Federal	258,667	129,734	64,867	
Stage/status: The project to identify architecture recommendations has not started pending federal funding.			Special	0	0	0	
			Total	$258,667	$129,734	$64,867	$453,268

Project Description

INFORMATION TECHNOLOGY ARCHITECTURE

The information technology architecture project is the migration from the current proprietary mainframe architecture to a multi-tier open system development. This will require the conversion of all data, modifications or rewriting of all programs, conversion of all copy libraries, development of a new run time scenarios and gaining familiarity with all development, run-time and utility tools. The scope of this project is to identify the future information technology architecture of Job Service North Dakota and develop a strategy to implement the architecture and to provide on-going project management. This is expected to be accomplished within a four-year timeframe.

Project Benefits

The cost of developing the information technology architecture is $453,268 over three bienniums.

The benefits derived from an multi-tier open system architecture include:

- Effectively support JSND's business goals.
- Technology to expand access to services by customers.
- Move from proprietary information technology solutions to open technology solutions.
- Compatibility with software available from the federal government and other state's job service organizations.
- Facilitate information exchange with the federal government, other states, and other agencies of the North Dakota state government.
- Access the mainstream of available "state-of-the-art" information technology solutions.
- Allow employees to more easily retrieve needed information.

ISD Comments

Project cost includes only the study of alternatives and a recommendation for the architecture. The recommendation will be evaluated by ISD when the study is complete. Implementation costs are not included.

Projects by Agency

Agency: 380.0 Job Service North Dakota

Plan Approval: 09/11/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0005 Customers' Self Service (CSS)							
Related System: 101 Application Programs	Continuing	5	General	0	0	0	
Status date: 09/03/1998			Federal	718,227	209,784	199,784	
Stage/status: Self registration module being piloted.			Special	0	0	0	
			Total	$718,227	$209,784	$199,784	$1,127,795

Project Description

CUSTOMERS' SELF SERVICE (CSS) OPTIONS

To provide customers with alternate means to accessing service, including self-registration, self-referral, and system referral, extraction of LMI, electronic submission of job orders, resume searching of American's Talent Bank, and on-line search of limited job seeker profiles.

Project Benefits

The cost of the CSS project is $1,127,795 to be incurred over three bienniums.

The benefits of the CSS project is to enhance service access for the client by offering customer choice. This project is a part of a federal initiative to provide "one-stop" career centers offering customers a choice on how to receive services.

Key benefits include:

- Speed
- Ease of use
- Customer satisfaction

ISD Comments

Position of project manager awaiting funding as part of "One Stop" grant. Implementation of technology is closely tied to business requirements and changes in business practices. Budget includes workstations for client service centers.

P0006 Electronic Workflow							
Related System: 102 Workstation (End User Equip)	New	6	General	0	0	0	
			Federal	9,180	140,100	30,000	
			Special	0	0	0	
			Total	$9,180	$140,100	$30,000	$179,280

Project Description

ELECTRONIC WORKFLOW

Develop capability to electronically move forms and documents from user to user, one user to multiple users, etc. with a complete audit trail tracking system.

Project Benefits

The cost of establishing an electronic workflow capability with forms and manuals is estimated to be $179,280.

The benefits of the electronic workflow will be:

- reduction in the printing, mailing and distribution of forms and manuals.
- all staff will have real-time access to current information.

Department Total Project Budget	**$3,681,895**	**$1,781,756**	**$1,114,651**	**$6,578,302**

Projects by Agency

Agency: 405.1 Industrial Commission - Oil and Gas

Plan Approval: 10/12/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 Upgrade GS1000							
Related System: 100 GS 1000	Continuing	1	General	4,545	320	0	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$4,545	$320	$0	$4,865

Project Description
Upgrade GS 1000 System/Date conversion by Year 2000
- Convert present 2 digit year system to a 4 digit year system.

Project Benefits
This project will take approximately 140 Oil & Gas Division hours and will cost approximately $5,000. The benefits include:
- Smooth transition for date calculations used by the GS 1000 System.

P0002 PC Based Networked Lan							
Related System: 100 GS 1000	New	2	General	0	38,873	33,188	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$38,873	$33,188	$72,061

Project Description
Replace the currently obsolete AS400 with a PC based Networked LAN. PC LAN will allow the following:
- Convert document storage format to more common standards (WordPerfect, Word, Excel) for use in distributing information with other agencies.
- Current system has been upgraded to its maximum secondary storage capabilities.

Project Benefits
This project will take approximately 50 Oil & Gas hours and will range in cost from $35,000 to $40,000. The benefits include the following:
- The AS 400 system is not a compatible system with other state agency's systems.
- The PC LAN system is a compatible system.
- It will bring support staff up to date with hardware and software.
- Oil & Gas staff is unable to read Microsoft Word or WordPerfect documents.

Projects by Agency

Agency: 405.1 Industrial Commission - Oil and Gas

Plan Approval: 10/12/1998

P0003 Web Server

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 100 GS 1000	Continuing	3	General	27,200	14,400	65,400	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$27,200	$14,400	$65,400	$107,000

Project Description

Developing a Web Server to provide electronic data and documents to other agencies and the public. This is a continuing and ongoing project. Documents and data presently include:

- Product Data
- Daily Reports
- Other Well Data
- Statutes and Rules for the conservation of oil and gas
- Commission Orders

Project Benefits

This continuing project will take approximately 2200 Oil * Gas division hours at a cost of $75,000 to $85,000. The benefits include:

- Provide electronic access for the general public and other agencies to the Oil & Gas Division computer data and documents.
- Reduce paper work and mailing costs; i.e. sending daily reports and documents to field offices.
- Generate revenues through fee services.

P0004 Geophysical (Seismic)

Related System: 100 GS 1000	Continuing	4	General	0	0	0	
			Federal	0	0	0	
			Special	5,000	38,200	31,200	
			Total	$5,000	$38,200	$31,200	$74,400

Project Description

Develop Geophysical (Seismic) exploration regulation program.

- Protects States ground water resources.
- Provides a required inventory for every drilled seismic shot hole.
- Information will be entered into a database.
- This project will be on going.

Project Benefits

This project will take approximately 220 Oil & Gas Division hours and will cost approximately $10,000. The benefits will include:

- Will develop a comprehensive program to ensure public safety.
- The introduction of computer hardware and software will aid in data collection and database input.

Projects by Agency

Agency: 405.1 Industrial Commission - Oil and Gas

Plan Approval: 10/12/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0005 Digitized Data							
Related System: 100 GS 1000	Continuing	5	General	1,600	16,600	8,100	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$1,600	$16,600	$8,100	$26,300

Project Description

Well log digitizing, analysis, and storing of digitized data.

- Continuing project of digitizing and analyzing well logs past and current submitted by means of printout or electronic transfer.
- Project requires upgrading of hardware/software to meet changing industry standards.
- Introducing printer capable of printing electronic well log data from mainframe to fan fold printout.

Project Benefits

The cost of this project is approximately $25,000 and will require approximately 240 Oil & Gas Division hours. The benefits will include:

- Capabilities to analyze engineering and geological data.
- Verification of accuracy of exhibits presented to the Industrial Commission for public hearing.
- Reduce paper log inventory storage.

P0006 PC's for Field Inspectors							
Related System: 100 GS 1000	New	6	General	0	47,500	40,500	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$47,500	$40,500	$88,000

Project Description

Purchase laptop PC's for Field Inspectors.

- To allow Field Inspectors to input data in the field.
- To access field notes and field records.
- Will have access to state computer system via direct phone connection.

Project Benefits

This project will initially cost approximately $38,000. The benefits will include:

- Allow field personnel more inspection time.
- Eliminate need to share one desktop computer in the field offices.
- Field notes will not have to be hand written - they can electronically transferred to the Bismarck Office.

Projects by Agency

Agency: 405.1 Industrial Commission - Oil and Gas

Plan Approval: 10/12/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0007 GIS/GPS Mapping Project							
Related System: 100 GS 1000	Continuing	7	General	320	101,220	58,920	
			Federal	19,860	0	0	
			Special	0	0	0	
			Total	$20,180	$101,220	$58,920	$180,320

Project Description

Develop GIS/GPS mapping project
- Use satellite data to accurately locate wells.
- Ability to map well locations with access roads.
- Map drainage areas, useful to monitor spills.

Purchase Electrostatic Plotters - need as an output device necessary to handle large raster images.

Project Benefits

This project will require 300 Oil & Gas Division hours at a total cost of approximately $85,000. The benefits include:
- Accurate location of wells.
- Locate drainage areas affected by spills.
- Improve mapping capabilities for office and public use.
- Provide well locations with latitude and longitude based.
- Accurate identification of seismic shot holes.

P0008 Document Scanning/Storage							
Related System: 100 GS 1000	Continuing	8	General	1,100	1,400	7,400	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$1,100	$1,400	$7,400	$9,900

Project Description

Document Scanning/Storage and Retrieval on CD ROM.
- Scan documents, well files, case files, and correspondence.
- Store and retrieve scanned information on CD ROM.
- Convert Oil & Gas Division archival system from paper storage to electronic storage.

Project Benefits

This project will take approximately 60 Oil & Gas Division hours and will cost approximately $10,000. The benefits will include:
- Eliminate bulky well and case file.
- Save office space.
- More efficient, time saving system.

Department Total Project Budget			**$59,625**	**$258,513**	**$244,708**	**$562,846**

Projects by Agency

Agency: 405.2 Industrial Commission - Geological Survey

Plan Approval: 10/12/1998

P0001 Hire GIS analyst

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 100 Geographic Info System	Continuing	1	General	0	5,000	0	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$5,000	$0	$5,000

Project Description

Recruit and hire a permanent, full-time GIS Analyst I to help in GIS program (50%), maintain agency Home Page (10%). GIS position will be shared 60% Geological Survey and 40% Oil & Gas Division. Also hire a Data Processing Coordinator I split 50% Geological Survey and 50% Oil and Gas Division. The Geological Survey 50% of the Data Processing Coordinator I will maintain the agency computer systems. Costs are to advertise positions, attend a GIS conference to recruit candidates if necessary, bring in candidates for interviews, and hire the best candidate.

Project Benefits

- Reduce computer maintenance costs substantially by hiring a GIS Analyst I to take over duties from a Geologist III.
- By hiring a GIS Analyst I to take over duties from a Geologist III, maintenance costs will be reduced and data will be made more readily available on the Internet with a dedicated Home Page manager.
- Increase productivity of GIS program in-house and for other agencies.
- Increase geologic investigations productivity by reducing involvement in IT duties by geologic staff members.

P0002 Geological Map Software

Related System: 400 Administration	Continuing	2	General	12,325	23,820	17,870	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$12,325	$23,820	$17,870	$54,015

Project Description

Purchase several copies of specialized geologic interpretation/mapping software for Oil and Gas investigations. The software is compatible with that used by many oil companies.

- Purchase basic Geographix software module for Bismarck office.
- Purchase a mapping module for Bismarck office and both basic and mapping modules for Grand Forks office during the following biennium.
- Evaluate need in Bismarck office for additional copies of software. Purchase if needed.

Project Benefits

The project is estimated to cost between $17,000 and $55,000 plus maintenance costs. Benefits include:

- Although intended primarily for Oil and Gas studies, the software will increase staff productivity in other geologic areas. The mapping portions of most projects will be completed faster and the instant ability to visually present digital data will decrease the time required to complete projects.
- A reduced need for drafting will free the draftsman for other projects and duties.
- Data from Oil and Gas investigations can be quickly, easily, and completely provided to oil companies, stimulating exploration and drilling activity.

Projects by Agency

Agency: 405.2 Industrial Commission - Geological Survey

Plan Approval: 10/12/1998

P0003 CAD upgrade & vectorizing pkg.

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Administration	Continuing	3	General	1,000	3,940	0	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$1,000	$3,940	$0	$4,940

Project Description

Purchase upgrade for vectorizing software for use with scanned data in the Computer Assisted Drafting (CAD) section. Various software packages are being evaluated for utility and cost during this biennium and the optimal package for our needs will be purchased next biennium. Project will require upgrading from a Unix workstation to a PC and upgrading to a PC version of AutoCAD.

Project Benefits

The project is estimated to cost $4,940. Benefits include:

- Increased drafting productivity because less time will be required to complete projects using more powerful and faster versions of the same software or software equivalent to what we now use.
- Decrease computer-maintenance costs by changing to a PC from a Unix workstation.
- Increased drafting output by changing to a faster computer.
- Only PC versions of AutoCAD, the standard CAD program, will be upgraded in the future. To receive the benefit of upgraded software, we must change to a PC platform.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$13,325**	**$32,760**	**$17,870**	**$63,955**

Projects by Agency

Agency: 406.0 Labor Department

Plan Approval: 04/01/1998

P0001 Claims Mgmt Processing Sys

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Claims Mgmt Processing System	Continuing	1	General	6,000	16,000	15,000	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$6,000	$16,000	$15,000	$37,000

Project Description

Claims Management Processing System

Continue to be more efficient in maintaining and improving the claims management processing system by:

- Enhancement of the Access database.
- Improvement of the website page.
- Improvement of the communication information flow.
- Improvement of customer service.
- Implementation of a paperless claims management processing system.

Project Benefits

The cost of upgrading the personal computers, purchasing the scanner, and hiring consultants to improve the claims management processing system will have a total cost of $45,000 by the completion date (expected to be in 01-03 biennium). This cost is necessary to make the claims management process more efficient. The benefits include reduction of staff time, quicker results, prompt service to our customers, improved communications, fewer errors, and a reduction in the backlog of claims.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$6,000**	**$16,000**	**$15,000**	**$37,000**

Projects by Agency

Agency: 412.0 Aeronautics Commission

Plan Approval: 03/11/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 Aviation Info System (AIMS)							
Related System: 100 Aviation Info Mgmt Sys (AIMS)	Continuing	1	General	0	0	0	
			Federal	72,900	48,600	44,100	
			Special	79,100	51,000	80,900	
			Total	$152,000	$99,600	$125,000	$376,600

Project Description

To effectively implement the Aviation Information System (AIMS) as the primary operating environment for the North Dakota Aeronautics Commission. AIMS was acquired with a federal planning grant. Module updates such are pavement conditions, airport changes, flight planning services, and database updates are installed. The remaining module to be tested is the aerial spray database. A project completion date is targeted for 99-01 biennium.

Project Benefits

This project is partially funded with federal planning grant funds. Benefits derived from this project will be accumulation of data in one centralized location, faster retrieval of data, a multi-system central access to all users, enhanced FAA grant management capabilities, improved fiscal analysis and forecasting, and a greater regulatory compliance capability.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$152,000**	**$99,600**	**$125,000**	**$376,600**

Projects by Agency

Agency: 413.0 Banking and Financial

Plan Approval: 03/18/1998

P0001 Conversion to a Network System

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 PC Networking	New	1	General	0	0	0	
			Federal	0	0	0	
			Special	0	53,916	12,576	
			Total	$0	$53,916	$12,576	$66,492

Project Description

Purchase/Conversion to a network system

Purchase and implement a network system that will enable staff to access information, and communicate within the agency. Word processing is currently done by transferring diskettes between staff. Financial reports, bank and credit union abstracts, and various other documents can be viewed by multiple staff members. Data kept on file in the Department can be automated for easier and more efficient access by Department staff. A backup system will be developed to provide assurance that documents will be available for disaster recovery purposes.

Provide field offices with access to the Department network to enable them to retrieve Department information as well as, transfer examination information electronically. Also, upgrade examiners' laptops to enable them to hook into modems from any location and access the Department network. This connection must be of high security because of the confidential nature of transferring bank information.

Project Benefits

- Data will be stored in a more secure manner, since a system backup will run periodically. Information will be backed up for future need, including preservation for historical purposes and disaster recovery. This will ensure the Department operation will run uninterrupted, and enable the Department to consistently monitor the safety and soundness of the state's financial institutions.
- Information will be more easily accessible, saving staff time in retrieving information. Examiners will be able to provide final examinations to the Department in a more efficient, and secure manner, than mailing diskettes through the mail. Examiners will also be able to access Department information from the banks in which they are working, as well as any other location that provides modem access. Connecting all examiners to one system will enable them to electronically transmit standardized exams, providing consistency when working with federal agencies.

Projects by Agency

Agency: 413.0 Banking and Financial

Plan Approval: 03/18/1998

P0002 Automate Department Records

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 PC Networking	New	2	General	0	0	0	
			Federal	0	0	0	
			Special	0	0	26,325	
			Total	$0	$0	$26,325	$26,325

Project Description

Automate department records, board action as and minutes

Develop a system to automate records kept in the Department. Create a database for all state chartered banks, credit unions, and consumer finance agencies. Store all data currently kept in lists and files. Consumer finance company records contain information concerning licensing, bonding, investigations, and complaints. This information can be more efficiently updated, and accessible through an automated process.

Develop a system to record bank and credit union board information. Action taken against a bank/credit union, and all correspondence will be input in the bank/credit union database. Minutes can be kept on file electronically, with a search mechanism designed to find specific data. This also will provide for a backup of minutes for disaster recovery purposes.

Project Benefits

- Information will be more accessible, and at the users fingertips. Complaints can be monitored on a calendar system, for consistent action. This will provide a more organized and efficient method of responding to North Dakota consumers, banks, credit unions, and licensees.
- Storing board minutes electronically will eliminate the need to manually review minutes in search of dates that certain actions were taken by the boards. The information will be recorded in the record of the affected financial institution as well as in whole by the date of the meetings. This record will provide more immediate access to financial institution data. Consolidation of information into one record will ensure that information is quickly accessible, providing easier access to ensure safe and sound operation of financial institutions.
- An automated system containing financial institution charter and bond information will assist the Department in more efficiently monitoring renewals and expirations, in compliance with North Dakota rules and laws.
- This system will also provide for a permanent record stored on tape backup, which will provide the Department with a plan for disaster recovery.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$0**	**$53,916**	**$38,901**	**$92,817**

Projects by Agency

Agency: 471.0 Bank of North Dakota

Plan Approval: 03/27/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 E-Commerce							
Related System: 100 Banking Systems	New	2	General	0	0	0	
Status date: 08/26/1998			Federal	0	0	0	
Stage/status: RFI issued to vendors. Preliminary cost/benefit analysis complete.			Special	581,850	505,592	247,280	
			Total	$581,850	$505,592	$247,280	$1,334,722

Project Description

E-COMMERCE. Core business processes will be put on line thereby connecting critical business systems to critical constituencies via the world wide web, intranet, extranet, e-mail, fax and interactive voice response. The Bank's existing static web site will become a dynamic site allowing customers to check the status of their accounts as well as perform transaction processing. The project involves building a base infrastructure of transactions, services and development tools for delivery of internet based banking services. The project will include a study of security. The results will include a detailed report of security and privacy exposures and proposed corrections. The intent is to ensure that measures in place to protect BND's information are effective.

Project Benefits

Becoming an e-business accomplishes several strategic alternatives. Banking over the Internet allows differentiated, value added customer service channels. It creates an "anytime, anywhere storefront: 24 hours a day seven days a week. E-business provides new routes-to-market and the ability to provide more services to existing customers and new services to new prospects. Services delivered through self service mediums are generally lower in costs. Competitors are offering similar services to their customers. E-business is an opportunity for BND to extend its business as a development bank, as a student loan financier or as the internet hub for other State of North Dakota services. The project will be completed in phases. Implementation for the first phase will begin in the first quarter 1998. Vendor's initial cost projections for the total project are .5 to 1.5 million dollars. The assistance of a contractor will be used for the first phase to conduct a detailed analysis for definition of priorities, architecture and cost-benefits. Software includes packaged web and IVR applications as well as development tools for new customized Internet and intranet applications. Contract services for development are for assistance in analysis, design and implementation of the purchased products. Currently, the cost of the project exceeds known benefits. Feasibility studies are on going. If the cost of the project can be justified during the 1999-2001 biennium the project will be funded through available contingency funds.

ISD Comments

Preliminary information does not support "go" decision but additional options will be explored. If changes occur, a revised plan should be submitted to ISD.

Projects by Agency

Agency: 471.0 Bank of North Dakota

Plan Approval: 03/27/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0002 Predictive Dialer							
Related System: 100 Banking Systems	New	6	General	0	0	0	
			Federal	0	0	0	
			Special	0	115,979	23,588	
			Total	$0	$115,979	$23,588	$139,567

Project Description

PREDICTIVE DIALER. Automate predictive dialing function for SLND's collections staff. This is a search for software that will automatically retrieve and dial telephone numbers. The customer account will then be available to a collector when the customer answer the call. This will save time in dialing, accessing customer accounts and documentation of collection calls. Estimated implementation date is January 2001.

Project Benefits

Cost-benefit analysis has not yet been completed as this project is in only the earliest stages of planning and information gathering. Student Loan collectors place approximately 13,000 calls per month. This type of software would increase the number of calls placed by eliminating some manual operations in dialing and accessing accounts.

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0003 Remittance Processing							
Related System: 100 Banking Systems	New	5	General	0	0	0	
Status date: 08/26/1998			Federal	0	0	0	
Stage/status: Not started. Multi-agency team is exploring feasibility.			Special	0	932,908	258,290	
			Total	$0	$932,908	$258,290	$1,191,198

Project Description

REMITTANCE PROCESSING. This project will provide the ability to offer lock box services to state agencies. These services would include the following functions:
- Receipt of payments by BND.
- Credit of payments to agency accounts.
- Provide payment/image files to agencies for posting to their customer's accounts.
- Forward correspondence, documents or other information received with payments for follow-up by agency.

Implementation is estimated to begin the fourth quarter of 1999. Length of implementation will depend on the number of agencies and applications involved.

Project Benefits

A detailed cost-benefit analysis will be provided prior to implementation. The project will provide the following benefits:
- Faster funds availability to the state agency by same-day processing - crediting the state agency the day the payment is received in the mail.
- Capture and transfer of payment information to the user state agency would provide additional efficiencies by reducing the need to key payments, balance, endorse checks, and prepare deposits.
- Cost-effectiveness. By combining a number of payment applications, the cost of a system can be spread over a number of applications. In addition, processing a number of applications would use the system more fully. This would save on the proliferation of equipment purchased individually by agencies and eliminate the need for redundant equipment.

ISD Comments

Specialized equipment required. Centralized processing may result in savings, however, changes to agency processes would be required. Agencies should consider this as an option when they reengineer their processes.

Projects by Agency

Agency: 471.0 Bank of North Dakota

Plan Approval: 03/27/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0004 Student Loan Integration							
Related System: 100 Banking Systems	Continuing	1	General	0	0	0	
Status date: 11/17/1998			Federal	0	0	0	
Stage/status: Preliminary activity on project only . Original project time reallocated to Y2K compliance.			Special	2,502	421,576	67,098	
			Total	$2,502	$421,576	$67,098	$491,176

Project Description

STUDENT LOAN INTEGRATION. The software that supports the student loan guarantor business function will be integrated with the software that supports the student loan lender servicing business function. The existing software was licensed from a vendor in 1985. The vendor ceased development and support of the system approximately seven years ago. BND development staff is responsible for maintaining the system.

Project Benefits

Currently, the guarantor and servicing functions are supported by two separate packages. Alltel Financial Systems supports the base system and architecture of the servicing function. System maintenance for the guarantor software will be reduced as a result of this project. Duplicate processes and data for common functions will be eliminated, the system architecture will be updated, compliance for the year 2000 will be addressed, new features to allow more borrowers per program and implementation of new loan programs will be added.

ISD Comments

Time originally assigned to this project was reallocated to year 2000 compliance enhancements. Project moved from current biennium to 99-01 biennium.

P0005 Replace Core Bank System							
Related System: 100 Banking Systems	Continuing	4	General	0	0	0	
Status date: 08/26/1998			Federal	0	0	0	
Stage/status: Information gathering complete.			Special	4,170	822,200	229,580	
			Total	$4,170	$822,200	$229,580	$1,055,950

Project Description

REPLACEMENT OF CORE BANKING SYSTEMS. This is an evaluation of the cost and performance of general ledger, commercial loans, real estate loans and deposit systems.

Project Benefits

The Bank is in the process of determining needs and gathering information on available software. If an acceptable cost benefit is established, systems will be replaced. Implementation of replacement software will complete by June 30, 2001. A Request for Information (RFI) has been prepared for selected vendors. The cost of the RFI phase of the project is approximately $4,170.

ISD Comments

The limited response to the RFI did not identify suitable replacement software. The high cost of vendor maintenance agreements is driving search for replacement. No additional work will be started until Y2000 project is complete.

Projects by Agency

Agency: 471.0 Bank of North Dakota

Plan Approval: 03/27/1998

P0006 Processing Alternatives CMOS

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 100 Banking Systems	New	3	General	0	0	0	
Status date: 08/26/1998			Federal	0	0	0	
Stage/status: Cost benefit analysis complete. Implementation not started.			Special	0	2,357,600	1,634,027	
			Total	$0	$2,357,600	$1,634,027	$3,991,627

Project Description

PROCESSING ALTERNATIVES (CMOS) The Bank's information technology plan on page three of the executive summary states "BND will aggressively manage its information technology". Evaluation of services versus benefit is an on going process. Alternative processing options are considered. Results consistently indicate a considerable difference in the cost of equipment and software ownership and maintenance versus the cost of ND ISD services. The project includes the following assumptions: 1. Processor and peripherals will reside at ND ISD and be serviced by ND ISD technical staff. 2. The unit priced is a parallel sysplex processor that will be attached to the current enterprise server. 3. Increased use of CPU cycles will cause today's average costs to increase approximately 12% per biennium. 4. The project will be implemented by July 1, 2000. 5. Service fees for use of the current ND ISD processor and peripherals will cease at the time of implementation.

Project Benefits

The Bank of North Dakota SLND software includes features that are CPU intensive by design. These features would be more extensively used if costs did not increase substantially as a result. Ownership stabilizes costs because peak period processing does not affect processing expenses until processing volumes increase beyond current capacity. For purposes of the analysis, the CPU is sized for a three-year period. All of its capacity would be available to the Bank throughout that period. As a result expenses would be stabilized while receiving more benefit from costs incurred.

ISD Comments

ISD does not support this project at this time. The ISD rate structure for the mainframe has been established to benefit the enterprise as a whole rather than individual agencies.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$588,522**	**$5,155,855**	**$2,459,863**	**$8,204,240**

Projects by Agency

Agency: 485.0 Workers Compensation

Plan Approval: 08/25/1998

P0001 Data Warehouse

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Application (Desktop & Report)	New	1	General	0	0	0	
Status date: 08/07/1998			Federal	0	0	0	
Stage/status: Not started.			Special	0	915,375	0	
			Total	$0	$915,375	$0	$915,375

Project Description

Data Warehouse

Analyze and develop the structure and requisite relationships between data and the manner in which the data is used as information required for business decisions. The data warehouse will be the central repository for Bureau data required for decision support processing, reporting, and business analysis. The data warehouse will be an active intelligent store of data that can manage information from many sources, distribute where needed, and activate business policies.

Project Benefits

Current best estimate of cost: $915,375

Benefits: Readily accessible, accurate and auditable performance data is vital for continued improvement in Bureau operations, in order to operate as efficiently as a private industry workers comp carrier. The data warehouse will provide the means to respond to external and internal request for reports and information quickly without extensive program changes and programming. Rather than requesting information from an Information Technology professional, the business professionals can go directly to the "Information Catalog" portion of the data warehouse, allowing them to analyze different scenarios and reiterations without occupying IT staff time and resources. For example, if the availability of easily accessible management information could help achieve a 5% savings in wage-loss payments by speeding up our claims process the Bureau would save approximately $1.6 million per year. A 5% savings in medical payments through improved claims management could save approximately $1.5 million.

ISD Comments

A cost benefit analysis identifying specific cost savings should be completed prior to implementation. Feasibility study will further define the scope to be completed within budget. Maintenance and support costs are included in the system budget.

Projects by Agency

Agency: 485.0 Workers Compensation

Plan Approval: 08/25/1998

P0002 WEB Page (Internet & Intranet)

		PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400	Application (Desktop & Report)	New	2	General	0	0	0	
				Federal	0	0	0	
				Special	0	110,375	0	
				Total	$0	$110,375	$0	$110,375

Project Description

WEB Page (Internet and Intranet) with customer service functionality including:

1. information for workers on how to file a claim and proceed through the claim process,
2. information for employers on premium and employer account issues,
3. economic development information for new industries relocating to ND regarding premium rates and services provided, and
4. claim and employer account form documents that can be downloaded, completed, and filed.

Project Benefits

Current best estimate of costs: $110,375

Benefit: Provides additional methods for customer information retrieval, enhanced access to updated forms and improvement of our customer service without increasing staff. Allows for 24-hour access to forms and information.

P0003 Internal Program Development

Related System: 400	Application (Desktop & Report)	Major Change	3	General	0	0	0	
				Federal	0	0	0	
				Special	0	39,225	0	
				Total	$0	$39,225	$0	$39,225

Project Description

Analyze and implement solutions which would provide appropriate and effective access to Bureau information systems through the network for Bureau field staff and external contract service providers.

Project Benefits

Current best estimate of costs: $39,225

Benefit: Improved productivity and improved services through faster access to more up-to-date information are the major benefits of this project.

Implementation would:

1. reduce the amount of paper we use by, for example, eliminating the current need to print and mail large volumes of imaged claim information on a daily basis,
2. save the staff time needed to print and mail the copies, and
3. result in a financial saving by reducing postage and handling charges.

Projects by Agency

Agency: 485.0 Workers Compensation

Plan Approval: 08/25/1998

P0004 Legal Services Sys Enhancement

		PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400	Application (Desktop & Report)	Major Change	4	General	0	0	0	
				Federal	0	0	0	
				Special	0	123,535	0	
				Total	$0	$123,535	$0	$123,535

Project Description

Legal Services System Enhancements

The Legal Services System (LSS) provide the automated ability to maintain and track data specific to;

1. preparation and issuance of administrative orders,
2. claim litigation activity by forum, volume, timeliness, resolution, and cost,
3. settlement of disputed claims, and
4. issuance of notices of decision.

Project Benefits

Best current estimate of cost: $123,535

Benefit: The Legal System enhancements will provide for better tracking of information and enhanced ability to generate performance and statistical reports. This will permit improved management of outside counsel costs and workflow, leading to cost savings and more timely hearings on disputed claims for workers and employers. The enhancement will allow the Bureau to take advantage of new software versions and features, and keep current with changing business and legal requirements.

Projects by Agency

Agency: 485.0 Workers Compensation

Plan Approval: 08/25/1998

P0005 Fraud Services Sys Enhancement

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Application (Desktop & Report)	Major Change	5	General	0	0	0	
			Federal	0	0	0	
			Special	0	95,090	293,500	
			Total	$0	$95,090	$293,500	$388,590

Project Description

Fraud Services System Enhancements

The Fraud Services System is used to track the Fraud Unit's activity on cases referred for investigation of possible fraud, including estimated fund savings from successful fraud investigations. Enhancement of this system would provide better performance and stability of current functions, and would provide additional functions such as allowing electronic transfer of information to other investigative agencies.

Project Benefits

Best current estimate of cost: $388,590

Benefit: Since it began operation, the Fraud Unit has generated estimated savings of more than $6 million. The Unit saves the fund approximately $5 for every $1 it spends. Enhancement of the Fraud System will allow:

1. enhanced data measurement and reporting,
2. improved modeling and statistics regarding fraud cases leading to earlier detection of future fraudulent activity, and
3. more efficient services and reduced costs.

Increased fraud prevention saves fund dollars for increased benefits for injured worker and premium reductions of employers. It has been estimated that fraud accounts for about 10% to 30% of workers comp costs nationwide. In North Dakota this would amount to about $10 million to $30 million per year. If improved technology helps detect and prevent even a small additional percentage of those fraud losses, the savings will be substantial.

Projects by Agency

Agency: 485.0 Workers Compensation

Plan Approval: 08/25/1998

P0006 Work Manager Enhancements

		PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400	Application (Desktop & Report)	Major Change	6	General	0	0	0	
				Federal	0	0	0	
				Special	0	0	399,300	
				Total	$0	$0	$399,300	$399,300

Project Description

Work Manger Enhancements

The Work Manager application integrates the Imaging system and work flow. Events are created for Bureau staff by the system as imaged documents are routed to appropriate personnel for handling, or other system activity occurs. The Work Manager application is tightly integrated with all business applications and is continually enhanced as business requirements and routing rules change. However, the application will be over five years old and will need major enhancement efforts to ensure continued design integrity.

Project Benefits

Best current estimate of cost: $399,300

Benefit: Work Manager is a critical application in the Bureau's automated environment. As in Project P0001, marginal improvements in claim management efficiency can result in substantial fund savings. Enhancement will achieve:

1. the same "look and feel" as newer applications with a higher level of user friendliness,
2. code which is easily maintainable, and
3. performance improvements through better resource utilization.

P0007 Network Change

Related System: 500	Network & Desktop Oper Sys	Major Change	7	General	0	0	0	
				Federal	0	0	0	
				Special	0	0	158,000	
				Total	$0	$0	$158,000	$158,000

Project Description

Network Change (Token Ring to Ethernet)

Replace all Token Ring network components (cards and hubs) with their Ethernet counterparts. Modify any operating or other software as required.

Project Benefits

Best current estimate of cost: $158,000

The Ethernet network topology is less expensive to operate over the long term and provides for much faster data transmission speed (100mbs vs. 16 mbs on Token Ring). The products available to administer and manage the network environment are less expensive for Ethernet and more products are available.

Projects by Agency

Agency: 485.0 Workers Compensation

Plan Approval: 08/25/1998

P0008 Optical Character Recognition

		PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400	Application (Desktop & Report)	Major Change	8	General	0	0	0	
				Federal	0	0	0	
				Special	0	0	408,000	
				Total	$0	$0	$408,000	$408,000

Project Description
Extend Imaging to include Optical Character Recognition (OCR) and added functionality for word searches and "fuzzy" word searches.

Project Benefits
Best current estimate of cost: $408,000
Benefit: In its anticipated initial application to a legal document bank, this project will:
1. reduce the cost of paper file transmittal,
2. decrease the need for costly redundant legal research and drafting,
3. improve the quality of legal briefs,
4. increase the timeliness of hearings for injured workers and employers,
5. facilitate communication with external litigation counsel,
6. reduced internal costs by avoiding unnecessary redundant legal research.

P0009 Medical Services System

Related System: 400	Application (Desktop & Report)	Major Change	9	General	0	0	0	
				Federal	0	0	0	
				Special	0	147,070	0	
				Total	$0	$147,070	$0	$147,070

Project Description
Medical Services System
The MSS system is the medical bill paying component of the Buearu's automated business applications. The MSS is integrated with other applications such as Imaging and Work manager through an Oracle relational database. The system was first placed in production during 1995 in conjunction with Imaging and Work Manager. As other business functions have been developed and implemented, MSS requires upgrading.

Project Benefits
Best current estimate of cost: $147,070
Benefit: MSS is a critical application in the Bureau's automated environment. The upgrade of MSS will allow the Bureau to take advantage of new software versions and features. MSS enhancement will take advantage of other software improvements to keep up with ever changing business rules. Enhancements will ensure:
1. the same "look and feel" as newer applications with increased user friendliness,
2. code which is easily maintainable, and
3. performance improvements through better resource utilization.

		Department Total Project Budget			**$0**	**$1,430,670**	**$1,258,800**	**$2,689,470**

Projects by Agency

Agency: 504.0 Highway Patrol

Plan Approval: 05/26/1998

P0001 Mobile Data Comp Sys Integrat

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 401 Mobile Data Communications	Continuing	2	General	0	0	0	
Status date: 08/03/1998			Federal	0	0	0	
Stage/status: Contract negotiations underway.			Special	81,579	254,355	248,112	
			Total	$81,579	$254,355	$248,112	$584,046

Project Description

MOBILE DATA COMPUTER SYSTEMS INTEGRATION.

This is an extension of the Mobile Data System. The initial project established connectivity between vehicles and to such things as motor vehicle inquiries and drivers license inquiries. This project will develop a user interface which will allow the officer in the vehicle to easily access the various state and federal databases which are deemed necessary to connect to.

Project Benefits

Costs to implement this project are estimated at $200,000

The benefits include: 1) Increased patrol time. By enabling reports and information access at the mobile level, it is estimated that we will be able to increase road patrol time by 28,000 hours per biennium. 2) Enhanced officer safety and reduced risk management by providing the officer with the most accurate and timely information available. 3) Improved communication. As discussed in the 1995 Comprehensive Telecommunications Plan for North Dakota, there is a "need to equip the portable and mobile units using the LETS with mobile terminals or mobile computers". This will eliminate the manual/verbal transfer of information and reduce radio airtime, hence relieving channel congestion. 4) Improved data handling. We will be able to improve the timeliness and accuracy of our data by enabling the officer to perform many of the routine data capturing tasks with the mobile unit. This will also lead to enhanced data analysis and better informed management decisions by providing timely and accurate information to management. 5) Reduced dispatch workload. During high periods of high officer activity, access to State Radio is delayed for requests such as traffic stops and requesting driver's license, motor vehicle information and NCIC information. It is estimated that by equipping 65 of the NDHP patrol vehicles with mobile data communications we will reduce State Radio's data workload by 45%. This should directly affect the number of FTEs needed by State Radio Communications for dispatch functions.

ISD Comments

This project is integrated with P0002. A formal methodology should be used to evaluate options and implement the applications.

Projects by Agency

Agency: 504.0 Highway Patrol

Plan Approval: 05/26/1998

P0002 Mobile Data Comp Hardw Purch.

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 401 Mobile Data Communications	Continuing	1	General	0	0	0	
Status date: 08/03/1998			Federal	0	0	0	
Stage/status: Contract negotiations are underway.			Special	602,934	337,326	608,694	
			Total	$602,934	$337,326	$608,694	$1,548,954

Project Description

MOBILE DATA COMPUTER HARDWARE PURCHASES.

This is an extension of the Mobile Data System. The initial project established connectivity between vehicles and to such things as motor vehicle inquiries and drivers license inquires. This project details the hardware costs associated.

Project Benefits

The costs for this project are $9000 per pc/vehicle.

The benefits include: 1) Increased patrol time. By enabling reports and information access at the mobile level, it is estimated that we will be able to increase road patrol time by 28,000 hours per biennium. 2) Enhanced officer safety and reduced risk management by providing the officer with the most accurate and timely information available. 3) Improved communication. As discussed in the 1995 Comprehensive Telecommunications Plan for North Dakota, there is a "need to equip the portable and mobile units using the LETS with mobile terminals or mobile computers". This will eliminate the manual/verbal transfer of information and reduce radio airtime, hence relieving channel congestion. 4) Improved data handling. We will be able to improve the timeliness and accuracy of our data by enabling the officer to perform many of the routine data capturing tasks with the mobile unit. This will also lead to enhanced data analysis and better informed management decisions by providing timely and accurate information to management. 5) Reduced dispatch workload. During high periods of high officer activity, access to State Radio is delayed for requests such as traffic stops and requesting driver's license, motor vehicle information and NCIC information. It is estimated that by equipping 65 of the NDHP patrol vehicles with mobile data communications we will reduce State Radio's data workload by 45%. This should directly affect the number of FTEs needed by State Radio Communications for dispatch functions.

ISD Comments

This project is integrated with P0001 and State Radio project P0002. A formal evaluation should be completed at the end of each phase prior to additional expansion.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$684,513**	**$591,681**	**$856,806**	**$2,133,000**

Projects by Agency

Agency: 506.0 State Radio

Plan Approval: 10/02/1998

P0002 Mobile Data Computer System

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 402 Mobile Data Computer System	New	1	General	0	247,096	36,400	
Status date: 08/03/1998			Federal	0	0	0	
Stage/status: This phase not started. Contract negotiations underway for the pilot project this biennium.			Special	0	0	0	
			Total	$0	$247,096	$36,400	$283,496

Project Description

MOBILE DATA COMPUTER SYSTEM

Installation of six (6) base stations at tower sites for the mobile data computer system. This is a projected project based on the assumption that additional site locations for the mobile data computer system will be cost effective. Future considerations such as system coverage and future site coverage request are expected to materialize once the initial system has been installed. These request and needs will be analyzed based on cost/benefit rational and assigned priorities as to site selection and related allocation of resources. State Radio and the initial user agency (HP) will coordinate regarding allocation of resources.

Project Benefits

This particular project will be analyzed and implemented based on future developments. The cost benefit analysis will be based on measured enhancements to the mobile data system which is currently being implemented.

ISD Comments

This is phase 2 of the MDT pilot project and is closely integrated with Highway Patrol Project P0002. The ten bay stations installed this biennium as part of phase 1 are not identified as a separate project. The Highway Patrol project indicates additional expansion in the 01-03 biennium that is not reflected in the State Radio plan.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$0**	**$247,096**	**$36,400**	**$283,496**

Projects by Agency

Agency: 530.1 DOC - Adult Services - State Pen

Plan Approval: 10/08/1998

P0002 Telemedicine- Video Conference

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 101 Prison Support System	Major Change	1	General	0	230,000	101,500	
Status date: 09/01/1998			Federal	0	0	0	
Stage/status: Preliminary budget being developed. Implementation not started pending funding.			Special	0	0	0	
			Total	$0	$230,000	$101,500	$331,500

Project Description

TELEMEDICINE AND VIDEO CONFERENCING PROJECT

- Telemedicine and video conferencing is the technology and equipment used to deliver health care services, educational opportunities and administrative exchanges by means of image interaction and audible communication between sites that are many miles apart.
- This proposal is a plan that would allow the DOCR, NDSP, JRCC and both adult and juvenile community officials to be part of a comprehensive statewide network composed of public and private entities. It can be used both statewide and nationally with outside agencies and care providers.
- It will be particularly useful with Med Center One physicians who are trained and already using the telemedicine in rural North Dakota with their patients.
- The equipment is intended to be purchased and have the project operational in the next biennium.

Project Benefits

- Security is enhanced as many inmates can be treated without leaving the secure setting of the institution.
- Staff transport assignments would be reduce because correctional officers would not be needed as often to transport to appointments.
- 42% of inmates transported to Med Center One for clinical appointments could have been treated using telemedicine.
- 20% of inmates transported to the emergency room could have remained at the institution using telemedicine.
- Limited medical facilities in Jamestown for the JRCC will impact inmate care - telemedicine will reduce travel.
- Medical records are enhanced since the record is actually video taped and stored.
- Transportation for certain administrative and educational requirements may be reduced or eliminated.
- The Colorado DOCR published that one million dollars a year has been saved by their telemedicine program.
- The expected life span of the equipment is seven years based on reports from other medical facilities.

Cost Benefit Analysis:

Medical Costs	Present Costs	Video Conference Costs
NDSP Medical Transportation	$ 9,024	$ 4,752
NDSP Emergency Transport	2,930	1,544
JRCC Med to NDSP Specialists	20,436	1,144
JRCC Medical Transportation	1,955	1,716
JRCC Emergency Transport	977	858
Psychiatrist Consults Transportation	31,360	16,896
Total	$66,682	$26,910

Realized Cost Savings for Medical---------- $39,722

Parole Board Costs	Present Costs	Video Conference Costs
Parole Board Hearings	$ 8,040	$ 6,336

Realized Cost Savings for Parole Board---------- $ 1,704

Agency: 530.1 DOC - Adult Services - State Pen

Plan Approval: 10/08/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL

P0002 Telemedicine- Video Conference

(Continued)

Administrative Functions	Present Costs	Video Conference Costs
TEAM Meeting----------	$ 8,320	$ 5,491
Immate Classification----------	3,168	1,267
Total----------	$11,488	$6,758

Realized Cost Savings for Administrative----------$ 4,730

(Detail information on the cost benefit analysis is available in the agency IT plan. Costs are for the biennium. Video Conference Costs represent long distance charges incurred on a per use basis.)

ISD Comments

Costs for the equipment have dropped in recent years, making the startup costs affordable. The business requirements for public safety and reduced transportation costs warrant support for this project. The largest portion of budget is operational costs for communication lines. The recent acquisition of JRCC adds additional applications for the system. DOC is cooperating closely with MedCenter One who supports the project. Any video conferencing by the court system should be coordinated with this project.

Projects by Agency

Agency: 530.1 DOC - Adult Services - State Pen

Plan Approval: 10/08/1998

P0003 Inmate Info System Rewrite

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 100 Inmate Information System	Continuing	2	General	2,250	60,390	12,000	
			Federal	198,950	0	0	
			Special	0	0	0	
			Total	$201,200	$60,390	$12,000	$273,590

Project Description

REWRITE THE INMATE INFORMATION SYSTEM AND DEPARTMENT ACCESS

The current Inmate Information System was purchased from Advanced Institutional Management Software, Inc. (AIMS) in 1991. The application ran on a System 36 until 1994 when AS400 was purchased using grant dollars and state matching funds. The DOCR has recently gone to a PC, client server network. The DOCR technology plan includes eliminating the AS400 and AIMS application due to high monthly maintenance fees. The inmate information system application will be written for the PC, client-server network.

The database of inmate information will include: personal, indictments/sentences, aliases, pending charges and detainers, offense history, medical summary, education summary, scars/tattoos, housing assignments, work assignments, program assignments, custody status, disciplinary report tracking, classification, release date calculation, jail/good time credits, inmate visiting lists, and report writing capabilities.

The rewrite will begin in the later half of the current biennium and will be completed during 1999-2001. The visiting and classification sections will be completed in 1999-2001. Project cost depends whether it is done internally, which could take approximately 900 hours or a consultant is hired, which could cost approximately $217,900. We have approximately $198,950 grant funds set aside in the current biennium for this project.

This project also includes access to the Inmate Information System by Penitentiary departments. Some of the departments that require wiring are: Infirmary, Therapeutic Community (TC), and MRCC.

Project Benefits

The current biennium costs for the Professional Services Agreement with AIMS is approximately $16,500. The current biennium costs for the maintenance agreement with IBM for the AS400, three modems, and one remote controller is approximately $2,930. These costs to the state will be eliminated once the database application is rewritten.

The benefits include:
- no monthly maintenance fees, if project is done internally.
- a system application that provides access to information for all departments at the Penitentiary and divisions within DOCR.
- division personnel have access to accurate and current information.
- "one input source" will remove the repetitive input processes currently performed by division personnel.

Projects by Agency

Agency: 530.1 DOC - Adult Services - State Pen

Plan Approval: 10/08/1998

P0004 Inmate Banking and Tracking

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 101 Prison Support System	Continuing	3	General	0	17,000	0	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$17,000	$0	$17,000

Project Description

INMATE BANKING AND TRACKING SYSTEM

- Obtain software that would: integrate the Penitentiary's commissary and inmate accounting office's daily activity and be able to connect the medium security facility in Jamestown to the inmate accounting office; provide on-line real time inmate account balances; generate various detail reports; compute restitution, room & board, work release and payroll deposits.
- Obtain an inmate debit card system which allows the transfer of value from an inmate's account to a magnetic stripe or smart card.
- Obtain a PVC digital imagery card system, including software and printer. This card system would allow a clear color photo to be embossed directly on the card and the entire card can be covered with a security hologram film. In addition, signatures and fingerprints can be scanned and laser printer on the ID card. Bar coding may also be utilized which would currently work effectively with the Rough Rider timecard and the commissary debit card systems.

Project Benefits

This project will cost approximately $17,000 depending on the software. The benefits include:

- eliminating duplication of many hours of data entry by integrating the commissary and inmate accounting office's activity.
- eliminating some manual calculations to compute restitution, room & board, work release and payroll deposits.
- reducing the large number of inmate requests for the amount of their account balance by providing on-line real time balances and card readers so they can check their own balance daily.
- providing quicker and better accountability of account activity by being able to generate various types of detail reports which will let you know where inmates get their money and how they spend it.
- eliminating cash, tokens and tickets from the inmate population and visitor areas.
- reducing administrative costs associated with distributing and accounting for tokens and tickets.
- decreasing gambling and bartering with the removal of the inmates' medium of exchange.
- increasing security with the PVC ID card by covering the entire card with a hologram film making duplication virtually impossible. The card will also have a clear color photo and signature and fingerprints are possible.
- bar coding with the PVC ID card system will work effectively with the Rough Rider timecard and the commissary debit card system.
- reducing the cost per ID card compared to our present system.

Projects by Agency

Agency: 530.1 DOC - Adult Services - State Pen

Plan Approval: 10/08/1998

P0005 Auto Fingerprint Info System

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 101 Prison Support System	Major Change	4	General	15,400	15,000	15,000	
			Federal	39,600	0	0	
			Special	0	0	0	
			Total	$55,000	$15,000	$15,000	$85,000

Project Description

AUTOMATED FINGERPRINT INFORMATION SYSTEM (AFIS)

Purchase, install and maintain the Automated Fingerprint Information System.

- Provide the ability to electronically fingerprint all inmates housed by the penitentiary.
- Allows for integration with the Bureau of Criminal Investigation for a statewide electronic fingerprint database.
- Allows for future connectivity and input to a national database through the Bureau of Criminal Investigation.

Project Benefits

This project will cost approximately $15,400 in state matching funds and an additional $15,000 per biennium in maintenance fees to operate.

- The penitentiary now manually fingerprints each inmate five times to provide for both state and national records. This will be reduced to one fingerprinting per inmate (electronically) which provides a savings of both printing cards and manpower.
- The rate or error is significantly greater with manual fingerprints, requiring repetitive printings. Additionally, many errors are not evident until the cards are processed by technicians. This results in substantial delays entering data.

Projects by Agency

Agency: 530.1 DOC - Adult Services - State Pen

Plan Approval: 10/08/1998

P0006 Prison Support Project

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 101 Prison Support System	Major Change	5	General	11,500	274,098	152,697	
Status date: 10/08/1998			Federal	0	33,750	0	
Stage/status:			Special	0	0	0	
			Total	$11,500	$307,848	$152,697	$472,045

Project Description

PRISON SUPPORT PROJECT

This project consists of several items:

- purchase additional computers (approx. 26) and connect the departments of the Penitentiary, JCRR and MRCC to the DOCR client server and the inmate information system. (activity in each biennium).
- install computer hardware and develop software for inmate pre-release training. The software will assist the inmate in preparation for release into society, including math skills, employment search skills, resume development, job placement, etc. Enable the institution to purchase and offer pre-developed software programs designed for release-aid and/or long term residential substance abuse treatment. Also double the amount of inmates receiving college courses from 5 to 10 at no additional cost. (1999-2001).
- hire a data processing coordinator for the Penitentiary to manage the technology needs of the 12 departments of the Pen, including the MRCC & JRCC. This person would also be responsible for training of computer usage applications. (1999-2001)
- rewrite software for employee training records. The training records are currently on Microsoft Works and will need to be upgraded to a Windows-based environment (1999-2001)
- install power correction capacitors in the DOCR and Administrative buildings. Central processing equipment for the Penitentiary is located in an 85 year old building that has inadequate high and low voltage protection. Electrical load variations will generate significant hardware problems. During the past year, there have been several instances of power variation that have caused communications equipment to fail (1999-2001)
- purchase MMPI software-electronic administration, scoring and interpretation of the Minnesota Multiphasic Personality Inventory (1999-2001)
- purchase a site license for the Choices Program. The Choices Program is used for vocational counseling and release planning for inmates. Currently the Choices Program is offered at the MRCC; however, with a site license, the program could also be used at the Women's Unit, the Therapeutic Community, the Pen and JRCC. This would include the purchase of four new computers to provide this service. (2001-2003)*
- provide 3 computer labs which are opened to learning 12 hours per day. To meet the technical training needs of inmates entering the work force, the NDSP/MRCC needs to provide better educational opportunities with computer literacy. (2001-2003)*
- purchase an optical character recognition speech synthesis. This piece of equipment is used for individual switch learning disabilities. (2001-2003)*

* These items were included in the 99-01 optional adjustment package. However, since they were last on a lengthy list, the costs remained in the 2001-2003 project budget section as submitted in the original IT plan.

Project Benefits

The project cost/benefit analysis will be documented individually based on the items above.

- computers and server connection will cost approximately $119,918. The benefits are efficiency and accessibility.
- inmate pre-release training hardware and software development will cost approximately $45,000. We intend to purchase this through the Residential Substance Abuse Grant, which has a 25% state match. There will be a direct savings in operational costs through a reduction in repetitive printing costs; an indirect savings of staff time allocation by eliminating the need to hand correct assignments; and the number of residents served will increase.
- data processing coordinator (1 FTE position) will cost approximately $70,000 per biennium. As quickly as technology changes and for as many PEN departments and users of computer equipment, it would be more efficient to have someone knowledgeable in this area employed at the PEN. Also with the changing technology, we are forced to learn new software and this person would provide the necessary application usage training needed. This would save on outside training costs which are expensive.

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL

P0006 Prison Support Project

(Continued)

- rewrite of employee training records will take approximately 160 hours and will be done in-house. This rewrite will continue maintenance of each employees yearly mandatory and elective training records. Employee training records are one requirement for American Correctional Association (ACA) accreditation.
- power correction capacitors cost and to do a load analysis is approximately $28,750. The installation will benefit the agency by reducing the possibility of losing the day to day information that has been input as well as eliminating the harmful effects of harmonic current.
- MMPI software will cost approximately $20,000; computer equipment approximately $8,000; connection $7,500; maintenance $2,500; and training $2,000. The benefits include: decreasing scoring error percentage; decreasing staff time for administration, scoring and interpretation; increasing turn around time thus providing a quicker response to residents clinical needs; and providing for consistency in psychometric utilization.
- site license for the Choices program will cost approximately $1,234 and 4 new computers at approximately $9,2000. The benefit it a wider scope of usage throughout the institution.
- computer labs (3) would cost approximately $20,000 per lab. The labs would provider better education opportunities relating to computer literacy for inmates entering the work force.
- optical character recognition speech synthesis would cost approximately $2,500. Since we have the computer, the overall cost of this is minimal. We need to add a scanner H.P. open book bound software and speech synthesizer. The benefit is that as we receive more inmates with learning disabilities, we need to improve our effectiveness and also it's important in meeting requirements of Section 504 of the Rehabilitation Act of 1973.

ISD Comments

This project is a combination of smaller projects.

P0007 Imaging Project

Related System: 101	Prison Support System	New	6	General	0	0	103,405	
				Federal	0	0	0	
				Special	0	0	0	
				Total	$0	$0	$103,405	$103,405

Project Description

IMAGING PROJECT
- provides the ability to electronically scan, store, write and access treatment department charts.
- there will be 3 stations in the treatment department to perform imaging; 2 secretary stations and one accessible office.

The project will be completed in 2001-2003.

Project Benefits

- improves access to treatment department information improving coordination of services.
- lessen clinicians time spent on non-direct services time responsibilities.
- allow for DOCR & Parole/Probation access to treatment department information to make decisions.
- allow for treatment staff access for treatment planning, auditing and crisis services on a timely basis.
- decrease NDSP staff and DHS staff cost related to referred clients.

Projects by Agency

Agency: 530.1 DOC - Adult Services - State Pen

Plan Approval: 10/08/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0008 Inmate Law Libraries							
Related System: 101 Prison Support System	New	7	General	0	0	70,000	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$0	$70,000	$70,000

Project Description

INMATE LAW LIBRARIES (NDSP and MRCC)

Provide a computer laboratory in the law library with five work stations. Currently, the law library is running out of room. It needs to be relocated if we continue to use the current system of paper references. The following Sheppards must be made available: Northwest Reporter, Lawyers Edition, Supreme Court Report, US Reports, US Statutes, Federal Report (2nd and 3rd) and Federal Supplements.

This project will stand alone because of security issues. It will not be connected to any system or network to keep inmates from accessing inappropriate data systems.

Project Benefits

The main benefit is that the law library would not need to be moved. Otherwise, it will be very difficult to find a new location. The cost of one computer laboratory is approximately $35,000. This include $12,000 for hardware and $23,000 for software. Annual upkeep of the new volumes are approximately the same.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$267,700**	**$630,238**	**$454,602**	**$1,352,540**

Projects by Agency

Agency: 530.3 DOC - Juvenile Services Youth Correctional Center

Plan Approval: 04/16/1998

P0009 Communication Network Project

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 500 YCC Network System	Major Change	2	General	0	60,000	15,000	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$60,000	$15,000	$75,000

Project Description

COMMUNICATION NETWORK PROJECT

Continue DJS' commitment to expand the existing communications network by linking computer communications between the Community Services Division and the Youth Correctional Center.

Project Benefits

The YCC Communications Network Project is estimated to cost $60,000. The project will provide a communications link to:

- enhance computer based academic, vocational and special education for YCC juveniles, both in the classroom and in the residential cottages.
- case workers, counselors, teachers and administrative access to a juvenile Case Management System.
- failure to implement this project may result in increased staff to respond to caseloads.

Department Total Project Budget			**$0**	**$60,000**	**$15,000**	**$75,000**

Projects by Agency

Agency: 530.5 DOC - Div. of Juvenile Services Community Services

Plan Approval: 10/08/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 Case Management Project							
Related System: 103 Case Management System	Continuing	1	General	7,500	2,500	0	
			Federal	67,500	2,500	0	
			Special	0	0	0	
			Total	$75,000	$5,000	$0	$80,000

Project Description

CASE MANAGEMENT PROJECT

To address the deficiencies noted in the current case management system, this project proposes to establish an integrated data management system to make "real-time" data available to community caseworkers, as well as YCC counselors, teachers, and administrators. It is planned that this system will incorporate the current statistical/demographic data necessary for program planning, but expand on the data elements essential to case planning such as: treatment, education, placement and evaluation. It is anticipated that this system will ultimately allow both input and report writing from the nine DJC Community Services Offices and the DOCR Central Office, as well by various education, administration, and treatment staff at YCC.

Project Benefits

The Case Management Project is estimated to cost $80,000 and is primarily for increased service to juveniles and communities and:

- establish an integrated data management system.
- provide "real-time" data to community case workers, as well as YCC counselors, teachers and administrators.
- incorporate statistical/demographic data necessary for program planning.
- expand data elements essential to case management and planning such as: treatment, education, placement and evaluation.
- increase availability of data input and report access at all nine DJS Community Services offices, the Youth Correctional Center and the DJS Central Office.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$75,000**	**$5,000**	**$0**	**$80,000**

Projects by Agency

Agency: 602.0 Agriculture Department/Credit Review Board

Plan Approval: 10/30/1998

P0001 Pesticide Registration Program

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Novell NetWare Server	Continuing	1	General	0	0	0	
			Federal	0	0	0	
			Special	26,000	2,500	0	
			Total	$26,000	$2,500	$0	$28,500

Project Description

PESTICIDE REGISTRATION PROGRAM
-- Phase 1: Analysis of existing Registration to determine current input, processes and output.
-- Phase 2: Identification of desired enhancements to the Registration System.
- Phase 3: Design of a Windows '95 - based Registration System.
- Phase 4: Programming a Registration System using VisualBasic version 5, using Microsoft Access as the database, (an alternative database may be recommended based on the findings of the project's Analysis and Design phases).
-- Phase 5: Writing user and technical program documentation.
-- Phase 6: Installation of the Registration System on the Client's network server and workstations.
-- Phase 7: Training Client's users on the Registration System.

Project Benefits

The estimated cost for the project is 520 hours @ $50.00 per hour, which is $26,000 total. The benefits include: improved customer service, fast input/output time, faster printing, access to more data by EPA number, etc., more people will have access to the database for research, answering customer questions.

Projects by Agency

Agency: 602.0 Agriculture Department/Credit Review Board

Plan Approval: 10/30/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0002 Agricultural Mediation Service							
Related System: 400 Novell NetWare Server		2	General	11,238	20,600	3,400	
			Federal	29,217	25,750	4,250	
			Special	4,495	5,150	850	
			Total	$44,950	$51,500	$8,500	$104,950

Project Description

Agricultural Mediation Service

Convert Ag Mediation Service database/major rewrite and upgrade of system. This will take 3-4 years roughly.

- Convert existing AMS database records from Dbase III (DOS) to MS Access.
- Design input inquiry and report screens for use of existing database in MS Access.
- Review existing database needs, time and expense accounting needs, case management and tracking needs-design system to meet these needs.
- Develop and implement integrated database including case and time management system.
- Acquire computer hardware to run new system.
- Train field staff on use of new hardware and customized database software.

Project Benefits

The estimated total cost of this project is $104,950 ($20,950 in development and training, $77,000 in hardware lease costs). The benefits of this system are: satisfying state and federal audit needs for complete and accurate tracking and accounting for time and costs of various services provided; provide documentation and management information to assess effectiveness of services provided. Leasing is preferred over ownership in that the purchase of equipment is not eligible for federal reimbursement under the grant which funds this program. The grant will reimburse lease costs.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$70,950**	**$54,000**	**$8,500**	**$133,450**

Projects by Agency

Agency: 701.0 Historical Society

Plan Approval: 03/04/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 ND Library Info System (ODIN)							
Related System: 102 State Archives/Research Lib	New	1	General	0	118,000	40,000	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$118,000	$40,000	$158,000

Project Description

This project would allow for the implementation and participation in the North Dakota Library Information System (ODIN). This system would allow the addition of the Society archival/library collection and access by staff and the public to library systems nationwide.

Project Benefits

Project costs will range from $30,000 to $118,000.

The system will provide:

- Increased accuracy for library collections.
- Increased access to varied collections for staff and the general public.
- Satisfied customers who are able to perform many of their own searches for information.
- Increased levels of service.

Projects by Agency

Agency: 701.0 Historical Society

Plan Approval: 03/04/1998

P0002 Integrate Security System

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 400 Miscellaneous System	New	2	General	0	127,000	13,000	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$0	$127,000	$13,000	$140,000

Project Description

Historical Society integrated security system - This integrated access system includes combination of field and perimeter alarms and locking devices. This system is interfaced through a software program in the security control room at the North Dakota Heritage Center. The system includes a card reader system which allows designated keycard access to locked rooms at fixed hours during a seven day week. It provides a history log which records all entries in plain English for all alarms, all doors accessed/locked and all internal changes to the system. Changes made within the system are password controlled. The system protects against unauthorized access to the Heritage Center, it galleries, collections and offices and statewide historic sites.

Project Benefits

Project costs will range from $75,000 to $140,000

The benefits included:

- Improved accuracy of information by elimination of excessive false alarms.
- Improved safety by upgrading the electrical system.
- Improved locking against illegal entry into public galleries and collection areas.
- Tracking of unauthorized entry documenting date, time and area.
- Lower insurance premiums because of secure system for collections.
- Improved public safety and continued accreditation with the American Association of Museums.
- Better ergonomics for security officers.
- Reduced necessity to hire additional full time employees.
- Allows security officers to read clear, precise instructions instead of deciphering the present coded system.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$0**	**$245,000**	**$53,000**	**$298,000**

Projects by Agency

Agency: 750.0 Parks and Recreation

Plan Approval: 08/04/1998

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0001 Intranet /web server							
Related System: 500 Parks LAN	Continuing	1	General	8,100	5,760	5,760	
			Federal	0	0	0	
			Special	0	0	0	
			Total	$8,100	$5,760	$5,760	$19,620

Project Description

Develop an Intranet to provide an agency wide network and application platforms using open standards.
- Provide Internet/Intranet access to headquarters employees via the LAN and to remote employees via dial-in.
- Implement an internal Web server, internal threaded discussion board, and directory services.
- Make database information located on the Parks system available using a standard Web Browser.
- Use the Intranet to transition from proprietary messaging applications to open standards based messaging.

Project Benefits

This project will take approximately 80 NDPRD hours and will range from an estimated low of $3000 to an estimated high of $8100.

The benefits are:

- access to the same information using the same tools for every employee regardless of geographical location.
- cost effective agency wide network based on nonproprietary products and tools.
- more efficient use of resources for information storage and distribution.
- additional tool for communication and collaboration between internal customers.
- minimal hardware and software investment; minimal training required.
- platform for future application development and projects.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$8,100**	**$5,760**	**$5,760**	**$19,620**

Projects by Agency

Agency: 801.0 Department of Transportation

Plan Approval: 09/02/1998

P0001 Roadway Info Mgmt Sys (RIMS)

		PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 111	Planning and Prog, Loc Gov	Continuing	1	General	0	0	0	
Status date:	09/01/1998			Federal	0	0	0	
Stage/status:	Phase I complete. Additional modules are being implemented this biennium.			Special	635,680	421,536	63,296	
				Total	$635,680	$421,536	$63,296	$1,120,512

Project Description

ROADWAY INFORMATION MANAGEMENT SYSTEM (RIMS)

System provides users with information about past, current, and future construction projects and plans. this information includes financing, scheduling, bidding, and can be queried or analyzed based on geography. Information is shared with the U.S. Department of Transportation.

Phase 1 of RIMS saw the completion of priority list, project master, milestone, bid opening schedule, programming, federal aid, and the aerial photo index.

This project is phase 2. To be completed this biennium are components, project history, engineering records, data access with other engineering systems, and RIMS inventory. To be completed next biennium are electronic bidding, electronic estimates, and electronically place files on the Internet.

Project Benefits

1. Remove redundancy that is in the current systems. When users need to see information about a section of highway, they have to look in multiple reports to find the related information. In the new system the users could enter the correct highway segment and see all related information. Users could print all related information for a highway segment on one report.
2. The systems are batch systems and will become on-line. Currently, users have to fill out coding forms, data entry has to key data, batch programs are run to validate data, and after errors are corrected, batch jobs are run to create reports. This is cumbersome and at times take days to accomplish.
3. Communicating between systems is manual, takes time and causes errors. Because of the time, some data isn't being updated in a timely fashion. The systems will follow standards which allow data from one system to be interfaced with data from another system (i.e. guardrail and accident system, signs and speed zones, pavement management and maintenance management).
4. Moving the data to a relational database allows users to create and print their own queries and reports. On the old system, programs were written by coordinators to get the information if possible.
5. The current data entry system has a maintenance fee of $8,000. This system is old and needs to be replaced or it could cause problems getting data into the current systems.
6. The system will allow contractors, consultants and the public to access appropriate information over the Internet. Contractors may receive information on-line and submit bids electronically. This will eliminate the data entry of bids received after each bid opening.
7. The system will allow users to see the data displayed graphically. A graphic representation of the data gives the users the ability to quickly see errors in the data and make better decision about the data.
8. Direct access to project information at district level, which results in faster documentation of pay quantities and then faster contract payments.
9. Decrease in costs associated with copying, printing, validating and correcting information.

ISD Comments

This project is being implemented on a module by module basis. Because of staff turnover, some of the modules scheduled for this biennium will not be completed until next biennium. Development by ISD was chosen after comparing the cost with the cost of vendor software. Data will also be used in the GIS system.

Projects by Agency

Agency: 801.0 Department of Transportation

Plan Approval: 09/02/1998

P0002 Electronic Doc Mgmt Sys (EDMS)

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 103 Information Technology	New	2	General	0	0	0	
Status date: 09/01/1998			Federal	0	0	0	
Stage/status: Not started.			Special	29,600	111,200	87,136	
			Total	$29,600	$111,200	$87,136	$227,936

Project Description

ELECTRONIC DOCUMENT MANAGEMENT SYSTEM (EDMS)

There is a need to manage the electronic documents of the department: naming conventions, retention, retrieval by others in the department, etc. Currently each employee files documents on their PC. No one else knows the information is there and others can't retrieve when needed.

A document management system allows for the electronic storing of various documents/records on various platforms (mainframe, CADD, Lotus, WordPerfect, etc.). A department wide indexing system will be developed and followed on all platforms. This then makes it possible to search for a specific record by keyword. All documents would appear no matter what platform they were created on.

This system could potentially encompass many individual imaging and common access systems requested throughout the department.

Project Benefits

1. EDMS increases speed and accuracy of retrieval.
   a. More immediate access to relevant documents.
   b. Greater control by end users over the location of and access to the most recent version of a document.
   c. Increased confidence that all documents are under department control.
   d. Elimination of any reason for duplication and private copies of documents.
2. EDMS increases speed for the end user or secondary user to act upon and resolve any event where document-based information is necessary.
3. Decreases follow-up actions in retrieving a document for reference review, provides quicker and automatic retrieval of documents, and increase availability of new material.
4. Work effectiveness and precision improves because it is easier for documents' authors to upload documents quickly to EDMS.
5. EDMS reduces delay or waiting time associated with document retrieval requests; reduces recreation cost when documents are misplaced or on loan, or cannot be found.
6. Reduced physical handling and shipping costs to districts and regions.
7. Increased use of electronic records of dormant and archived holdings results in eventually reduced space requirements for paper documents.
8. EDMS increases document recall because of the larger domain of documents available to users.
9. Increases the precision of retrieval by using a controlled vocabulary, text search capability, and retrieval based upon specific profile attributes.
10. Improved accuracy in access to decision-making data can translate into improved performance factors.
11. Enforcement of input standards in the document profile helps reduce error rates and improve quality of input.
12. Improved customer service to the public. Quicker access to documents needed to answer customer questions.
13. Budget savings occur as replacement and new filing units and supplies are not needed. May be limited staff time reduction in filing and retrieval once the system is in place and operational for a time.

ISD Comments

The project budget includes only the feasibility study. A cost benefit analysis should be done as part of the feasibility study prior to implementation.

Projects by Agency

Agency: 801.0 Department of Transportation

Plan Approval: 09/02/1998

P0003 Constr Auto Rec Sys (CARS)

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 107 Construction Services	Major Change	3	General	0	0	0	
Status date: 09/01/1998			Federal	0	0	0	
Stage/status: Preliminary review of other states and cost benefit analysis has begun.			Special	4,784	146,592	499,008	
			Total	$4,784	$146,592	$499,008	$650,384

Project Description

CONSTRUCTION AUTOMATED RECORD SYSTEM (CARS)

Allows the Project Managers and Inspectors of a construction project to record the construction activity as they occur. Generate reports for haul sheets, change orders, paving reports, piling reports, and force accounts as the data is collected. The system must generate progress reports, progressive estimates and claim for payment from which the contractor will be paid. The activity records will be used to audit the project and create a quantity book report. The system will have the capability to fill in materials testing forms. The record keeping data and material testing results should be transferred electronically from field office to district office, material lab and/or central office and back again if necessary. In addition to the NDDOT, this system will be used by city, county and consultant engineers for record keeping of projects processed by the DOT.

Project Benefits

CARS System was written in 1985 and has proved to be a valuable tool in construction project management. However, since 1985, many improvements have been made in the computer industry and CARS System has not kept pace. It is a paper based system with enormous amount of redundant data entry. CARS is written in Dbase III. There are some new construction management system available that provide everything that CARS now provides plus they do or should:

1. Include material testing reports and forms. These would be made available to the engineers at the construction site electronically.
2. Include DBE status on project.
3. Interface Claim for Payment into the accounting system for faster payment to the contractor and reduce data entry.
4. Print all reports and forms on 8 1/2 x 11 paper using laser printer. This would provide a much neater copy and would reduce the filing space.
5. Be Windows versions and more user friendly.
6. Decrease in costs associated with copying, printing, validating, and correcting information.
7. Provide historical construction data which would allow for writing queries to determine patterns of increase or decrease costs by spec and code.
8. Put project data on the network making it available to various people in district, regional, and central offices. Project status would be at your finger tips.

ISD Comments

Estimates are based on customizing the system developed for South Dakota. An impact analysis should be done prior to contracting for software purchase to determine the degree of customization required and the impact on DOT business practices. This project may be completed in the 99-01 biennium if funding allows.

Projects by Agency

Agency: 801.0 Department of Transportation

Plan Approval: 09/02/1998

		PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
P0004	**Teleconferencing**							
Related System: 100	Administration, Offices, Legal	New	4	General	0	0	0	
				Federal	0	0	0	
				Special	2,300	129,992	51,296	
				Total	$2,300	$129,992	$51,296	$183,588

Project Description

TELECONFERENCING

Allows the department to communicate using teleconferencing system instead of travelling out to our eight district locations. We became a test pilot using this system for ISD and after six months of usage the department can see several advantages in utilizing this type of technology through out the state.

Project Benefits

This technology has the potential to reduce travel expenses between the Central Office and the eight District offices around the state, as well as the travel between the District offices and the Region offices.

This technology should also help in making faster decisions and developing problem solving solutions.

It can be used when dealing with other political subdivisions like cities and counties and possibly for public meetings and hearings.

P0005	**Automated Photo Sites**							
Related System: 104	Drivers License Systems	Continuing	5	General	0	117,472	5,824	
				Federal	0	0	0	
				Special	0	0	0	
				Total	$0	$117,472	$5,824	$123,296

Project Description

Of the 44 drivers license testing sites, only 26 are automated and have access to the ISD mainframe. Because of the required national checks against the Problem Driver Pointer system, the Commercial Drivers License System and verification of the driver record, DL cannot issue any permits, licenses or identification cards at the non-automated sites. The current process is to issue a temporary license, capture the photo and signature of a portable digital image workstation, re-enter all work at an automated site and mail the cards after all verification has been completed. The project concept is to automate an additional 10 of the part time sites.

Project Benefits

DIRECT BENEFITS:

Enhanced customer service by providing a full service, more accessible licensing system at all testing sites. Increased document security and a more effective use of hardware/software and staff hours. Automating testing sites would also provide for the capability of expanding services available to the general public.

Projects by Agency

Agency: 801.0 Department of Transportation

Plan Approval: 09/02/1998

P0006 Digitizing Images from Pathway

	PROJECT TYPE	PRIORITY	FUNDING SOURCE	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Related System: 111 Planning and Prog, Loc Gov	New	6	General	0	0	0	
			Federal	0	80,000	0	
			Special	0	20,000	0	
			Total	$0	$100,000	$0	$100,000

Project Description

The NDDOT has a five year video log library of all miles on the State Highway System currently stored on VHS video tape. This project would consist of converting the current years video tape to digital (computer) format and storing it on the computer network with all the associated data. The video and data can then be viewed by anyone on the computer network with the appropriate software.

Currently, there is only one Video Tape workstation to view tapes. This workstation is in use for a 10 month continuous period to calculate and provide the NDDOT with pavement distress and roadway profile data. This allows only 2 months for the remaining DOT to use the workstation and view video tapes. Some of the uses during these 2 months range from the determination of whether or not signing, striping or turning lanes exists at a particular location on a highway, to identifying areas of highways that are susceptible to roadway blockages due to snow traps along the right-of-way. These uses have been severely restricted due to the limited access to the video workstation.

Project Benefits

1. With these images digitized and stored on a network drive with availability to all employees, a segment of highway could be retrieved on an individuals personal computer instantaneously, rather than making an appointment to use the workstation. A substantial time savings can be realized by this process alone. In addition the individual will not have to make a field trip to the project location for visual inspection, all associated current data plus the entire history of the highway segment can be pulled together with the digitized image.
2. The benefits described in #1 above can be applied to several other applications such as:
   a. Development of project concept reports, utilizing all available data for project justification in addition to down loading images to be included in the document.
   b. Data verification IE: does a particular roadway sign exist, does striping exist, does a tuning lane exist, what condition is it in?
   c. Images of several roadways could be viewed all at once making a project selection decision more timely, versus travelling to each of the different sites which may be several hundred miles apart.
3. Savings can be realized from reduced travel costs, time needed by individuals to make the trip and reducing NDDOT personnel out on the roadway where safety should always be a top concern. With one pass of our existing data collection vehicle, all pavement related data including roadway views can be captured. When compared to the numerous trips that may be needed by decision makers, the savings could easily be substantial. These benefits would greatly improve the efficiency while at the same time be a very cost effective means without which DOT can conduct business.
4. By having the digitized image and it's associated data available by personal computer, all districts and engineering divisions would have ready access to any segment of highway. Currently the workstations is the only way to view a highway segment and the associated data must be compiled and reports separately.

	97-99 Dollars	99-01 Dollars	01-03 Dollars	TOTAL
Department Total Project Budget	**$672,364**	**$1,026,792**	**$706,560**	**$2,405,716**