

## Agency Operations Plan 2015-17

**Agency:**

ND Commission on Legal Counsel for Indigents

**Line of Business: (optional)**

**Contact:**

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**Technology Strategy:**

The Commission tries to utilize technology to allow the agency to operate as efficiently as possible.

**Technology Infrastructure:**

In each of its public defender offices, the Commission uses standard personal computers that are attached to the state's network. Network services are provided by the Information Technology Department (ITD) at standard ITD rates.

The Commission's computers utilize industry-standard office productivity tools including Microsoft Office, WordPerfect, and web browsers. Data is shared among offices by using common server hardware and a shared drive provided by ITD. Each public defender office also has its own assigned drive which is not shared with the other public defender offices, to maintain confidentiality of client matters. Email services are provided by ITD.

The Commission has a case reporting system designed by ITD. It is a secure internet-accessed system where contract attorneys enter statistical data about the cases they have been assigned. The state-employed public defender offices use the system to enter data and check for conflict cases. Any future enhancements or maintenance will be provided by ITD. The system operates on the following configuration:

- Operating System/Linux      -Database/Oracle
- Interphase/Webshpere      -Language/Java

**Planned Activities:**

We have no significant planned activities. We plan on maintaining the technology we have and replacing equipment as needed or according to our four year replacement cycle on desktop and laptops.

**Technologies being considered or investigated:**

We have no significant technologies being watched or investigated. However if ITD starts providing desktop support to agencies, that is something we would utilize.