

Team Charter

Information Technology Workgroup

Executive Sponsor: Emery Gainey, Attorney General's Office

Executive Cosponsor:

Senior Leadership Team Leader: Deborah Stevens, Attorney General's Office

Senior Leadership Team Co-Leader(s): Penny Kincannon, FDLE

Team Members:

Emery Gainey, Attorney General's Office

Mark Zadra, FDLE

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Major Steve Williams, HSMV - FHP

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Kevin Patten, FWC

Craig Vollertsen, FWC

Lynn Dodson, FDLE

Chuck Murphy, FDLE

Pati Lytle, DOACS

Terry Kester, DFS (Invited)

Benita Williams, DJJ

Jackie Suttle, DJJ

Doug Smith, DOC

Tammy Crumel, DOC

Persons to Serve as Resources to the Team, but not Members of the Team:

Lisa Hopkins, FDLE

Issue:

Senate Bill 2160 created the Law Enforcement Consolidation Task Force (LECTF). The mission of the Task Force is to review all state law enforcement functions, evaluate duplicate efforts, and identify functions appropriate for possible consolidation.

The Task Force designated Workgroups to perform detailed research on specific topics and report back to the Task Force. The Law Enforcement Information Technology Workgroup will provide information and recommendations dealing specifically with information technology (IT) issues, including but not limited to the consolidation of LE data centers.

Scope:

The scope of the Law Enforcement Consolidation Task Force Information Technology Workgroup is to address the information technology (IT) aspects of law enforcement consolidation to provide

information related to the feasibility and effectiveness of such consolidation. A primary area of focus will be law enforcement application systems currently in use, which will be reviewed, categorized and assessed to determine possible duplicative systems and to help identify opportunities for consolidation, centralization, or sharing of these systems. Additionally, the workgroup will consider the potential impact of data center consolidation efforts on LE operations, and prior attempts and successes relating to LE IT consolidation, centralization, and sharing initiatives to identify and document best practices toward ensuring the success of future such initiatives.

With the potential consolidation of law enforcement personnel, opportunities exist for consolidating, centralizing and streamlining of business processes. Such changes will drive associated IT changes and consolidation. However, it is important to note that proper analysis, assessment and planning of IT consolidation is dependent upon and driven by the business decisions. Costs, benefits, risks, and critical success factors of IT consolidation can only be fully determined after business decisions are made as to consolidation of staffing and business processes.

Team Goals:

The overall goal of this workgroup is to provide information and recommendations related to potential LE consolidation, with respect to the area of information technology, including LE data centers, application systems, desktop support, and other areas of information technology.

Specific goals include:

1. Review and assess existing LE applications, to identify possible opportunities for consolidation, including but not limited to duplicative systems.
2. Review and assess previous successful LE consolidation initiatives, to determine and document applicability to current initiative, including best practices for successful IT consolidation.
3. Review the LE Data Center Requirements and Recommendations produced by the CIO Council Law Enforcement Data Center Consolidation Workgroup, to determine applicability to current initiative.

Work Product:

The IT Workgroup Report will include:

1. Overview of previous and existing consolidation initiatives, including lessons learned and best practices
2. Identification of additional areas for consideration, such as duplicative IT systems and services
3. Identification of other IT considerations or recommendations applicable to possible LE consolidation initiatives

Timeframe for Completion:

October 31, 2011 or as needed for completion of Task Force Report, December 2011.