

Business Technology Services Board

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TO: BTS Board

FR: Pam Dubov, Chair
EGIS Steering Committee

RE: EGIS/EAM Policy Board Proposal

DATE: October 13, 2014

Recently, Timmons CityWorks Enterprise Asset Management (EAM) software was selected through an RFP process to meet the counties EAM needs. This software is built entirely on Geographic Information System (GIS) technology. As one of our technical experts described it, the EAM will be bolted on top of the Enterprise GIS (EGIS).

During the coming years, we will continue to implement and maintain EGIS while the process of implementing the new EAM System begins. As the Chair of the EGIS Steering Committee, it has become very clear to me that the new EAM system will integrate with our current EGIS framework and be dependent on the timely, accurate availability of EGIS data. Thus, the successful implementation of the EAM will require many of our EGIS resources and will require close coordination between their respective technical leaders.

The EGIS project no longer gains much benefit from monthly EGIS Steering Committee meetings. The system is becoming more operational and less in need of a BTS Board level sponsor like me. By this correspondence, I propose a new structure for overseeing these two projects so that EAM has all it requires of EGIS without sapping all of the EGIS resources. After watching the CJIS Policy Board work for the benefit of a large number of stakeholders, I suggest we create a similar, albeit smaller board to oversee the continued implementation of EGIS and the implementation and integration of the EAM. This form of oversight will ensure that important EGIS projects unrelated to EAM receive appropriate resourcing while the EAM moves forward without undue delay.

I believe that this new policy board should consist of BTS Board member stakeholders including the Property Appraiser, County Administrator and Sheriff, as well as any others who use either or both technologies. The members should have the authority to allocate financial and personnel resources from within their respective organizations. Excellent technical and functional user staffs are working on these projects, but they cannot address issues of insufficient or competing resources the way BTS Board members can. I do not envision this board having as long or arduous a task as the one faced by the CJIS Policy Board.

It does not make sense for me to continue as the EGIS Steering Committee chair as we are currently organized because the majority of new EGIS and future EAM work clearly resides within the BCC departments under the County Administrator. Within our current structure, I cannot communicate directly with the County Administrator about these projects other than in a BTS Board meeting or by scheduling a special public meeting. It makes no sense to involve the entire BTS Board on detailed EGIS/EAM specific issues. The structure I am proposing will allow the County Administrator, other stakeholders and me to address EGIS/EAM project issues regularly without taking valuable time away from the entire BTS Board and without violating Sunshine Laws. I believe regularly scheduled quarterly meetings will be sufficient.

In sum, I suggest we disband the EGIS Steering Committee; create an EGIS/EAM Policy Board made up of BTS Board Member stakeholders; and have the BTS Department's technical leads and working groups report to the newly formed board. I have asked Don Crowell to look into establishing such a structure. If you approve of this organizational structure, I will be happy to serve as the Chair of the new EGIS/EAM board through calendar year 2015 although I have very limited knowledge of EAM and my office will not be a primary user of that system. After 2015, it will be time for someone from one of the larger stakeholders to lead the new policy board.