



04 - 0361

June 30, 2004

Senator Jane Ranum  
State Government Budget Division  
120 State Capitol

Representative Bill Haas  
State Government Finance Committee  
569 State Office Building

Senator Linda Higgins  
State and Local Gov Operations Committee  
328 State Capitol

Representative Jim Rhodes  
Gov Operations & Veterans Affairs Policy Committee  
443 State Office Building

Senator Ellen Anderson  
Jobs, Energy and Community Development Committee  
120 State Capitol

Representative Torrey Westrom  
Regulated Industries Committee  
557 State Office Building

Dear Committee Chairs:

Per M.S. 16E.035, the Department of Administration is to provide an inventory to the Legislature of technology owned or leased by state government agencies by July 1 of each even numbered year. Due to the decentralized management and procurement structure of state operations, previous reporting efforts have not been comprehensive, have provided minimal strategic or spending guidance for the state enterprise as a whole, and have not addressed a cost assessment/cost reduction component. In order to more deliberately address these issues, the Department of Administration is committed to conducting a more thorough and usable inventory than has been attempted in the past. As this effort is at an early stage, we do not have an inventory to submit to the Legislature at this time. However, we are confident that our focused, longer-term strategy will reap far greater rewards for the State of Minnesota.

Recently, Governor Pawlenty released a strategic direction for government reform called the "**Pawlenty-Molnau Plan: Minnesota's Drive to Excellence.**" A copy of the Plan is attached for your information. The Plan calls for a detailed technology analysis and an associated analysis of state agency business functions. These assessments are critical first steps towards establishing a baseline that will allow for development of an action plan for actual improvements. As outlined in the Plan, these efforts should reduce the cost of government administrative services and increase staff productivity while increasing the electronic delivery of government services. Requests for Proposals to conduct the technology and business analyses required to ready the state to deliver these results have been released, and the process of evaluating responses is underway.

The technology assessment deliverables of this effort include the physical inventory, a current assessment of the State's technology environment, proposed technology architecture, an integration of business architecture recommendations, an identification of required skills, implementation timeline and clear definition of benefits. We will provide the Legislature with a status report on our efforts by January 1, 2005. In addition, Keith Payden, the state's chief information officer, will be happy to provide you with interim status as required.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian J. Lamb". The signature is fluid and cursive.

Brian J. Lamb  
Commissioner