MEMORANDUM

Date: June 30, 2014

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: C.H. Huckelberry
County Administrator

Re: **Information Technology Coordinating Council**

I am directing that an Information Technology Coordinating Council (ITCC; Council) be formed with Information Technology Director/Chief Information Officer Jesse Rodriguez taking the lead in the formation and leadership of this Council. It will be comprised of key technology officers throughout various County departments and agencies, including those of elected officials.

It is important the County take a comprehensive view of our technology systems to ensure they are the most productive and cost effective for the County and our taxpayers. I have forwarded a Microsoft Enterprise and Academic Licenses Agreement for your consideration on the July 1, 2014 agenda. This agreement should standardize the application of software throughout the County and eliminate many of our problems with different software versions and platforms that have evolved over time under different technology leadership within departments and agencies in the County.

It is time to coordinate our activities, and technology compliance and utilization because information technology is becoming more pervasive throughout our organization and substantially more costly. We have an obligation to ensure our applications are up-to-date, secure and cost effective, while creating increased functionality in the delivery of public services.

I expect all information technology acquisitions and applications to be reviewed and approved by the ITCC; and should the technology acquisitions and applications be of a strategic nature to the County, the ITCC will forward recommendations to the Strategic Initiatives Council. Approval of any technology acquisitions and initiatives will need the approval of the ITCC and/or Strategic Initiatives Council before any action is requested of County Administration and/or the Board of Supervisors.

This will include the technology applications of other elected officials. I recognize their need for independence and security and respect those desires and will respect their independent wishes, as long as they are integrated into our larger technology vision, as well as compatible with the County's primary technology infrastructure.

I have asked Mr. Rodriguez to begin development of a protocol for the ITCC and appropriate administrative and organizational rules and procedures and to have the Council operational by September 2014.

The enterprise agreement that will be presented to the Board on July 1, 2014 is only one of several standardization initiatives. My goal is to ensure our information technology investments are comprehensive, productive and interchangeable across our many departments and agencies for maximum productivity at the least cost.

CHH/anc

c: Presiding Judge of the Superior Court
Elected Officials
Appointing Authorities