M E M O R A N D U M

April 21, 2023

TO: Government Operations and Fiscal Policy Committee

FROM: Dr. Costis Toregas, Council IT Adviser

SUBJECT: FY24 Non-Departmental Account (NDA) for Interagency Technology Policy
Coordination Committee (ITPCC)

Expected to attend:

Gail Roper, Chief Information Officer, Department of Technology & Enterprise Business Solutions
(TEBS)
Allison Dollar, TEBS
Seamus McNamara, Office of Management and Budget

Documents for Committee review:
1. Budget submission detail (©1)
2. ITPCC packet from FY23 budget deliberations (©2-8)

TPCC NDA FY24

FY24 COUNTY EXECUTIVE RECOMMENDATION

ITPCC	FY23 Approved	FY24 CE Recommended	Change from FY23 Approved
Total Expenditures (General Fund)	**$3,000**	**$3,000**	**0%**
Personnel Costs	N/A	N/A	
Operating Costs	N/A	N/A	

Council staff *recommends the following:*

1. **Approve the ITPCC NDA at the level of $3,000 as recommended by the Executive in order to retain the flexibility to re-launch the ITPCC and its activities in the future**
2. **Request that the ITPCC Committee membership on ©8 be updated by the Executive to reflect changes since 2021and provided to the Committee within 60 days.**
3. **Request that the Principals of ITPCC (executive directors/presidents /CAOs of 6 major agencies as spelled out in CR12-1758, and shown on ©8) meet with the Committee within calendar year 2023 to discuss ways in which ITPCC can support an interagency plan for innovation and service improvement.**
4. **Request that the CIO Subcommittee of ITPCC begin a quarterly meeting cycle to support the Principals and their decisions on harmonizing IT investments across agencies.**

Introduction

This NDA supports the operation of the Interagency Technology Policy and Coordination Committee (ITPCC). The ITPCC was chartered by the Montgomery County Council to promote strategic planning and coordination in the use of information technology across County agencies. The ITPCC reports biannually to the County Council. By regularly convening the agencies' chief executive and chief information officers, the ITPCC provides an effective forum for the coordinated implementation of technology policies and guidelines. Additionally, the ITPCC facilitates interagency communication, the evaluation and sharing of new technologies, and advises policymakers on the strategic uses of technology.

The ITPCC has been inactive for over 3 years, but its potential continues to merit consideration. Council staff believes that at a time of constrained resources, increased cyber attacks, and requests from residents to continue the use of digital technology to improve coordinated service delivery to County residents, a platform that encourages shared technology investments across agencies such as ITPCC is vital and should be encouraged.

Council staff asked two questions to understand the status of ITPCC today; the Executive answers confirm that no activity has taken place:

1. Where there any CIO Committee meetings in FY23? Are there meetings of the CIOs scheduled in FY24?
   The ITPCC has not met in FY23. TEBS has met consistently with departments regarding specific cross agency projects including: TOMG, hosted Business Continuity forums, FiberNet 3 upgrades, public safety, digital equity device distribution, and ACP enrollment (MCPS, MC, HOC).

2. Is there support in the Executive branch for the Principals Committee to convene in FY24?
   TEBS will follow up with the CAO.

The packet from last year's budget review is reproduced here on ©2-8 as nothing has changed in the intervening time, and the packet contains information that can be used for considering a re-launch of this valuable inter-agency platform.

Council staff recommends approval of the NDA at the recommended level, and suggests engagement of Committee members with the ITPCC principals in the Fall/Winter time frame to explore a launch (with or without modification of the enabling Council Resolution 12-1758 on ©6-7). In order to make such a meeting productive, the CIO Subcommittee of the ITPCC (shown on ©8 in its last configuration) should meet beforehand to develop a possible work plan and suggested agenda for the meeting of the Principals.

FY24 Recommended Changes	Expenditures	FTEs
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	22,841	0.00
FY24 Recommended	**2,669,874**	**5.00**

✳ Independent Audit

Section 315 of the County Charter requires the County Council to contract with a Certified Public Accountant for an independent post audit of all financial records and actions of the County government, its officials, and employees. By County Resolution, the Office of Legislative Oversight is the designated administrator for this contract, which also includes an independent audit of the basic financial statement of the Employee Retirement Plans; an independent audit of the Consolidated Retiree Health Benefits Trust; an independent audit of the basic financial statements of the Montgomery County Union Employees Deferred Compensation Plan; and additional services related to reviews, tests, and certifications.

FY24 Recommended Changes	Expenditures	FTEs
FY23 Approved	**427,882**	**0.15**
Increase Cost: Annualization of FY23 Compensation Increases	3,069	0.00
Increase Cost: FY24 Compensation Adjustment	689	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	(130)	0.00
FY24 Recommended	**431,510**	**0.15**

✳ Interagency Technology, Policy, and Coordination Commission

This NDA supports the operation of the Interagency Technology Policy and Coordination Committee (ITPCC). The ITPCC was chartered by the Montgomery County Council to promote strategic planning and coordination in the use of information technology across County agencies. The ITPCC reports biannually to the County Council. By regularly convening the agencies' chief executive and chief information officers, the ITPCC provides an effective forum for the coordinated implementation of technology policies and guidelines. Additionally, the ITPCC facilitates interagency communication, the evaluation and sharing of new technologies, and advises policy makers on the strategic uses of technology.

FY24 Recommended Changes	Expenditures	FTEs
FY23 Approved	**3,000**	**0.00**
FY24 Recommended	**3,000**	**0.00**

✳ KID Museum

KID Museum is a Montgomery County-based non-profit organization that provides experiential Science, Technology, Engineering, and Mathematics (STEM), and cultural learning for children and families in the region. In close collaboration with Montgomery County Public Schools (MCPS) and local youth development organizations, KID Museum has developed an innovative and highly effective array of educational programs to support youth of diverse backgrounds to gain critical academic and social-emotional skills, with a focus on STEM, multiculturalism, and the future of work. KID Museum's team of professional educators deliver programs directly to youth, and supports classroom teachers with curriculum and professional development to bring innovative approaches to teaching and learning into the classroom and out-of-school time settings.

FY24 Recommended Changes	Expenditures	FTEs
FY23 Approved	**1,596,000**	**0.00**
Shift: Community Grants Moved From the Community Grants Non-Departmental Account to the KID Museum Non-Departmental Account	216,918	0.00
Increase Cost: Three Percent Inflationary Adjustment to Non-Profit Service Provider Contracts	47,880	0.00
FY24 Recommended	**1,860,798**	**0.00**

✳ Labor Management Relations Committee

The Labor Management Relations Committee (LMRC) was established to foster cooperative labor relations between the County and

M E M O R A N D U M

April 26, 2022

TO: Government Operations and Fiscal Policy Committee

FROM: Dr. Costis Toregas, Council IT Adviser

SUBJECT: FY23 Operating Budget for ITPCC (Interagency Technology Policy Coordinating Committee) Non Departmental Account

Expected to attend:

Gail Roper, Chief Information Officer, Department of Technology and Enterprise Business Solutions (TEBS)
Allison Dollar, Chief Budget Officer, TEBS
Julie Knight, Fiscal and Policy Analyst, Office of Management and Budget (OMB)

Documents for Committee review:
1. Budget submission detail (©1-2)
2. CR 12-1758 establishing ITPCC (©3-4)
3. Latest composition of ITPCC May 2021 (©5)

ITPCC NDA
FY23 COUNTY EXECUTIVE RECOMMENDATION

ITPCC	FY22 Approved	FY23 CE Recommended	Change from FY22 Approved
Total Expenditures (General Fund)	**$3,000**	**$3,000**	**0 %**
Personnel Costs	$0	$0	0 %
	0	0 FTEs	0 FTEs
Operating Costs	$3,000	$3,000	0 %

Council staff *recommends the* **acceptance** *of the ITPCC NDA budget at the level of* **$3,0000** that the County Executive has submitted and to **request that a meeting of the Principals** *of each ITPCC member agency be convened in the Spring of 2023* to discuss the relaunch and shared work program of this potentially valuable platform for collaboration.

Introduction

This NDA "… supports the operation of the Interagency Technology Policy and Coordination Committee (ITPCC). The ITPCC was chartered by the Montgomery County Council to promote strategic planning and coordination in the use of information technology across County agencies. The ITPCC reports biannually to the County Council. By regularly convening the agencies' chief executive and chief information officers, the ITPCC provides an effective forum for the coordinated implementation of technology policies and guidelines. Additionally, the ITPCC facilitates interagency communication, the evaluation and sharing of new technologies, and advises policy makers on the strategic uses of technology....".

Discussion

The ITPCC was established by Council Resolution 12-1758 in 1994 (see ©3-4) to facilitate technology collaboration across the five major agencies in the County:

➢ Montgomery County Government
➢ Montgomery County Public Schools
➢ Montgomery College
➢ M-NCPPC
➢ Washington Suburban Sanitary Commission (WSSC)
➢ The Montgomery County Council Director serves ex-officio as a non-voting member

The latest known composition of the governing body (called the Principals' Group) is on ©5 and it last met in September 2019. The Committee and full Council last reviewed ITPCC work programs from individual agencies during the budget review of FY22 (see https://www.montgomerycountymd.gov/council/Resources/Files/agenda/col/2021/20210513/20210 513_5.pdf). Changes in priorities and leadership, as well as the pandemic have not allowed the ITPCC process of meetings, project coordination and shared Work Plan development to continue in FY22. The ITPCC Principals have not met during this pandemic period, but bilateral meetings and joint projects by the technology staffs of agencies have been helpful in finding and implementing shared solutions.

It is Council staff recommendation that the Committee approve the $3,000 budget item for expenses in support of the ITPCC, and that the Committee encourage the Executive to explore the re-launch of this important cross-agency platform in FY2023. The GO Committee may wish to invite the reconstituted ITPCC Policy Committee of Principals to a shared session in the Spring of 2023 to discuss new directions, targets of opppportunity and a new Workplan for ITPCC.

FY23 Recommended Changes	Expenditures	FTEs
FY23 Recommended	**50,000**	**0.00**

✸ Incubator Programs - Economic Development Partnership

This NDA provides for facility lease payments, program and portfolio management services for the County's Business Innovation Network (BIN) facilities, and program funding for the Business Incubator Without Walls Program (for the Down County area). The BIN consists of three physical locations: the Silver Spring Innovation Center (SSIC) on Georgia Avenue (owned by the County), the Rockville Innovation Center (RIC) in Rockville Town Square (owned by the County), and the Germantown Innovation Center (GIC) on the campus of Montgomery College under lease from the College Foundation until 2036. This NDA also supports the National Cybersecurity Center of Excellence (NCCOE) located at 9700 Great Seneca Highway (owned by the County), a partnership between the National Institute of Standards and Technology (NIST), the State of Maryland, and Montgomery County. The NDA also provides support for the NonProfit Village, a non-profit incubator, for operational, organizational, equipment and training support services.

FY23 Recommended Changes	Expenditures	FTEs
FY22 Approved	**3,037,891**	**2.00**
Increase Cost: Increase Staffing Capacity to Support the Development and Entrepreneurial Ecosystem and Manage all Programming and Portfolio Management Duties at SSIC, RIC and GIC.	74,915	3.00
Increase Cost: FY23 Compensation Adjustment	4,926	0.00
Increase Cost: Annualization of FY22 Personnel Costs	1,756	0.00
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	7,134	0.00
FY23 Recommended	**3,126,622**	**5.00**

✸ Independent Audit

Section 315 of the County Charter requires the County Council to contract with a Certified Public Accountant for an independent post audit of all financial records and actions of the County government, its officials, and employees. By County Resolution, the Office of Legislative Oversight is the designated administrator for this contract, which also includes an independent audit of the basic financial statement of the Employee Retirement Plans; an independent audit of the Consolidated Retiree Health Benefits Trust; an independent audit of the basic financial statements of the Montgomery County Union Employees Deferred Compensation Plan; and additional services related to reviews, tests, and certifications.

FY23 Recommended Changes	Expenditures	FTEs
FY22 Approved	**426,782**	**0.33**
Increase Cost: Contractual Services	33,170	0.00
Increase Cost: Annualization of FY22 Personnel Costs	576	0.00
Increase Cost: FY23 Compensation Adjustment	201	0.00
Shift: Adjust Audit Contract Manager Position	(33,170)	(0.18)
Multi-program adjustments, including negotiated compensation changes, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting multiple programs.	323	0.00
FY23 Recommended	**427,882**	**0.15**

✸ Interagency Technology, Policy, and Coordination Commission

This NDA supports the operation of the Interagency Technology Policy and Coordination Committee (ITPCC). The ITPCC was chartered by the Montgomery County Council to promote strategic planning and coordination in the use of information technology across County agencies. The ITPCC reports biannually to the County Council. By regularly convening the agencies' chief executive and chief information officers, the ITPCC provides an effective forum for the coordinated implementation of technology policies and guidelines. Additionally, the ITPCC facilitates interagency communication, the evaluation and sharing of new technologies, and advises policy makers on the strategic uses of technology.

FY23 Recommended Changes	Expenditures	FTEs
FY22 Approved	**3,000**	**0.00**

FY23 Recommended Changes	Expenditures	FTEs
FY23 Recommended	**3,000**	**0.00**

✺ KID Museum

KID Museum is a Montgomery County-based non-profit organization that provides experiential Science, Technology, Engineering, and Mathematics (STEM), and cultural learning for children and families in the region. In close collaboration with Montgomery County Public Schools (MCPS) and local youth development organizations, KID Museum has developed an innovative and highly effective array of educational programs to support youth of diverse backgrounds to gain critical academic and social-emotional skills, with a focus on STEM, multiculturalism, and the future of work. KID Museum's team of professional educators deliver programs directly to youth, and supports classroom teachers with curriculum and professional development to bring innovative approaches to teaching and learning into the classroom and out-of-school time settings.

FY23 Recommended Changes	Expenditures	FTEs
FY22 Approved	**1,200,000**	**0.00**
Increase Cost: Funding to Support KID Museum	372,000	0.00
FY23 Recommended	**1,572,000**	**0.00**

✺ Labor Management Relations Committee

The Labor Management Relations Committee (LMRC) was established to foster cooperative labor relations between the County and employees in the Municipal and County Government Employees Organization (MCGEO) union. The committee attempts to resolve matters that affect bargaining unit employees, both County-wide and department-specific. This NDA provides funds to implement the recommendations of the LMRC.

FY23 Recommended Changes	Expenditures	FTEs
FY22 Approved	**100,000**	**0.00**
FY23 Recommended	**100,000**	**0.00**

✺ Leases

This NDA provides the funds necessary to lease privately owned real estate to accommodate County programs. Real property leased by the County includes office, warehouse, and retail space; child care space in schools; parking spaces; and space for communication antennas. Leasing property allows the County the flexibility to locate programs in the communities they serve and provides space for programs to operate when there is no County-owned space available. Further, it is an economical way to procure highly specialized, location-sensitive, and/or temporary space. For FY23, approximately 75 leased facilities are budgeted. The inventory of leases is constantly shifting as new leases are added and existing leases are terminated.

FY23 Recommended Changes	Expenditures	FTEs
FY22 Approved	**18,855,474**	**0.00**
Increase Cost: New Leases Net Charges	782,491	0.00
Increase Cost: Maintenance for Additional Lease Space for Fire and Rescue Service Operations	67,520	0.00
Decrease Cost: Net Chargebacks of Facility Leases	(1,591,767)	0.00
Decrease Cost: FY23 Leases	(2,442,384)	0.00
FY23 Recommended	**15,671,334**	**0.00**

✺ Legislative Branch Communications Outreach

This NDA provides funds to strengthen the capacity of five Legislative Branch offices (the Council Office, the Office of Legislative Oversight, the Board of Appeals, the Office of Zoning and Administrative Hearings, and the Office of the Inspector General) to inform constituent communities of issues that directly affect them and to ensure that these communities' concerns are effectively taken into account. Communications efforts supported by this NDA include expanded outreach in Spanish and other languages, greater use of web and social media resources, Open Government initiatives, and improved management of constituent requests.

COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND

By: Councilmember Praisner

Subject: <u>Reconstitution of Interagency Technology Policy and Coordination Committee</u>

<u>Background</u>

1. The County Council recognizes the importance of all forms of technical innovation, especially those rapidly changing electronic technologies such as computer mapping, telecommunications, and automated information services.
2. The County Council established the Interagency Technology Coordination Committee by resolution on July 27, 1984.
3. The efforts of the Interagency Technology Coordination Committee and its subcommittees since 1984 fostered the coordination of county computer systems, information processing and purchase of computer hardware and software, and the committee provided valuable budget recommendations to the County Council.
4. The Council desires that these activities continue to expand to keep pace with the need for planning and coordination, especially in the areas of computer mapping and telecommunications, with their emerging opportunities for interagency linkage and economies of scale.

<u>Action</u>

The County Council for Montgomery County, Maryland, approves the following resolution:

The Interagency Technology Coordination Committee is hereby reconstituted with broader responsibilities as the Interagency Technology Policy and Coordination Committee.

This Committee shall have the following general duties and responsibilities:

(a) to promote and enhance the coordination of technological innovation among and within the various agencies of government in Montgomery County, with particular emphasis on electronic technologies relating to telecommunications, computer mapping, and automated information systems.
(b) to create a communication vehicle by which the various agencies of government can assist the County Council and each other to develop sound and efficient public policies to evaluate alternative uses of these technologies as they proliferate and become more important to the cost and operations of government.
(c) to facilitate the coordinated implementation of such countywide policies through the mutual development of practical plans, proposals, and recommendations concerning individual agency expenditures for electronic hardware, software, equipment, and related issues.
(d) to provide a discussion forum for the sharing and evaluation of information pertaining to such new technologies, including their various economic, social, and operational costs and benefits.

(6)

This Committee shall begin fiscal year 1995 with the following specific duties and responsibilities:

- To recommend, by September 30, the appropriate relationship between the ITPCC and the Technology Innovation Fund Committee.
- To recommend a procedure for the selection of the ITPCC Chairperson and the Chairpersons of the subcommittees.
- To develop a proposed committee work program for fiscal year 1995, based on perceived needs and priorities.
- To review this work program with the Management and Fiscal Policy Committee within three months from the adoption of this resolution, and to maintain general liaison with the Council through its MFP Committee and thereafter.
- To request the commitment of resources from each member agency sufficient to show significant progress in implementing this work program, with an approximate schedule of meetings of the full committee, and such similar meetings of the subcommittees as are necessary to accomplish the objectives of the work program.
- To recommend joint ventures to research and implement automation solutions, such as document imaging.
- To recommend a standard data collection spreadsheet that can collect the costs of all computing, telecommunications, and GIS activities of all agencies into standard classifications.
- To recommend a mechanism for soliciting appropriate non-agency, private sector support and input it these efforts.

The Committee shall be composed of the following government officials:

- The Montgomery County Chief Administrative Officer
- The Superintendent of Montgomery County Public Schools
- The President of Montgomery College
- The Chairman of the Montgomery County Planning Board
- The General Manager of the Washington Suburban Sanitary Commission
- The Staff Director of the Montgomery County Council, who shall serve as an ex officio, non-voting member

Initially, there shall be established also three standing subcommittees, called respectively the GIS Subcommittee, the Telecommunications Subcommittee and the Computer Subcommittee, which shall take direction from the Interagency Technology Coordination Committee, and which shall be composed of one member from, and designated by, each of the voting agencies represented on the Interagency Coordination Committee.

The Chairman of the Montgomery County Planning Board shall be the Chairperson of the Committee for FY95 and shall be responsible for the normal duties of a committee chairman, including the appointment of chairs to subcommittees, and such other tasks as may be appropriate from time to time.

The funds placed in the Montgomery County Department of Information Systems and Technology (DIST) FY95 budget shall be used to provide appropriate support to the Committee and its subcommittees.

This is a correct copy of Council action.

Kathleen A. Freedman, CMC
Secretary of the Council

Information Technology Policy Coordinating Committee (ITPCC) Membership

Agency	Principals Committee	CIO Subcommittee
Montgomery County Public Schools (MCPS)	Dr. Jack Smith, Superintendent of Schools	Peter Cevenini, CTO 301-279-3581 peter_cevenini@mcpsmd.org
Montgomery County Government (MCG)	**Richard Madaleno[1], Chief Administrative Officer**	**Gail M. Roper[2], DTS Director and CIO** 240-777-2903 gail.roper@montgomerycountymd.gov
Montgomery College (MC)	Dr. DeRionne P. Pollard, President	JaneEllen Miller, Acting CIO 240-567-3146 janeellen.miller@montgomerycollege.edu
Maryland National Capital Parks and Planning Commission (MNCPPC)	Casey Anderson, Chair, Planning Board	Dr. Henry Mobayeni, CTO 301-650-5606 henry.mobayeni@mncppc-mc.org
Washington Suburban Sanitary Commission (WSSC)	Carla Reid, General Manager	Chris Carter 301-206-7950 christopher.carter@wsscwater.com
Housing Opportunities Commission (HOC)	Stacy Spann, Executive Director	Karlos Taylor 240-627-9454 Karlos.taylor@hocmc.org
County Council	Marlene Michaelson Executive Director	Dr. Costis Toregas, IT Advisor 240-777-7927 Costis.toregas@montgomerycountymd.gov

Updated: October 22, 2020

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[1] Chair, ITPCC Principals Committee (7/1/19 – 6/30/21)
[2] Chair, ITPCC CIO Subcommittee (7/1/19 – 6/30/21)