



# KING COUNTY

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

## Signature Report

July 3, 2001

### Ordinance 14155

**Proposed No.** 2001-0233.2

**Sponsors** Irons and Hague

AN ORDINANCE creating the strategic advisory council, the business management council, the technology management board and the project review board.

#### PREAMBLE:

Based on the findings of the 2000 King County technology peer review panel as well as the 1999 management audit of information technology planning, development and implementation processes, the interests of the citizens of King County are best served by establishing a strong technology governance structure.

This structure, due to the nature of information technology objectives in the county, where some information technology needs are unique to individual agencies, others are shared by clusters of agencies, and still others have significance across the county, requires both a pan-

governmental component to develop and propose objectives for information technology and a central component to clarify and coordinate these objectives. Both bodies must consider means of implementing these objectives once established.

Ordinance 14005, adopted by the council in 2000, took the first step in establishing such a structure by creating the central governance component, now known as the office of information resource management. Under the direction of the county's chief information officer, this office must develop an information technology strategic plan, with annual updates, which establishes objectives for information technology across the county. Further, the office must recommend for funding those information technology investment proposals which best achieve the established objectives. Ordinance 14005 also repealed the data processing policy review committee, originally created under Ordinance 1471 in 1972, and the data processing policy oversight committee, pan-governmental organizations which had not been active for some time. This left the need for a pan-governmental component of information technology unaddressed.

The purpose of this ordinance is to establish a pan-governmental organization to consider and make recommendations regarding the information technology needs of the various departments and branches in

King County. The advisory committees described in this ordinance will advise the Office of Information Resource Management as it performs the duties described in K.C.C. 2.16.075.G.

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

NEW SECTION. SECTION 1. Definitions.

A. Annual technology report: a report of the status of technology projects as of the end of the prior year pursuant to K.C.C. chapter 2.16.0755.

B. Integration: technical components and business philosophies that bring together diverse applications from inside and outside the organization, to streamline and integrate business processes within an organization and with outside partners.

C. Interoperability: the ability of two or more hardware devices or two or more software routines to work together.

D. Long-term: a planning horizon of over three years out.

E. Mid-term: a planning horizon of two to three years.

F. Short-term: a planning horizon of one to two years.

G. Strategic: Likely to be more than three years out; necessary for achieving the planned effect desired.

H. Information technology strategic plan: a report that provides a vision and coordination of technology management and investment across the county pursuant to K.C.C chapter 2.16.0757.A.

I. Technology business plan: an annual plan for the next year's technology operations and proposed projects; intended to align with individual agency's business

plans and budget requests and the countywide standards and policies and direction as set forth in the strategic information technology plan.

NEW SECTION. SECTION 2. Strategic advisory council. A. The strategic advisory council is hereby created. The council shall act in an advisory capacity to the county's chief information officer in developing long-term strategic objectives for information technology deployment countywide. The members shall be: the King County executive, two representatives of the King County council's choosing, the King County sheriff, the King County prosecuting attorney, the King County assessor, the King County chief information officer, the presiding judge of the King County superior court, the presiding judge of the King County district courts, an external advisor from the private sector to be selected by the chair and the chief information officer, and an external advisor from the public sector to be selected by the chair and the chief information officer.

B. The strategic advisory council shall:

1. Develop and recommend strategic objectives for information technology deployment countywide;
2. Review business application proposals for their alignment with adopted strategic objectives;
3. Review technology program proposals for their alignment with adopted strategic objectives; and
4. Review and endorse the information technology strategic plan and all updates to it.

C. The King County executive shall serve as the chair of the strategic advisory

council.

D. Formal votes shall be taken and recorded on all recommendations and endorsements.

E. Members of the strategic advisory council shall serve without compensation.

**NEW SECTION. SECTION 3. Business management council.** A. The business management council is hereby created. The council shall act in an advisory capacity to the county's chief information officer in developing short-term, mid-term and strategic business objectives for information technology at the agency level and in recommending business application proposals for funding. The members shall be: the King County chief information officer, the King County deputy executive, and agency deputy directors or business managers chosen by each agency's director and familiar with that agency's business and operations.

B. The business management council shall:

1. Review business application proposals made by individual members, groups of members, or ad hoc committees.
2. Assess short-term, mid-term and strategic value of business application proposals;
3. Assess short-term, mid-term and strategic impact and risk of business application proposals;
4. Assess alignment of business application proposals with adopted strategic objectives;
5. Identify sponsorship for business application proposals;
6. Recommend business application proposals for funding and for inclusion in

the technology business plan and the information technology strategic plan;

7. Review and endorse the technology business plan; and
8. Review operations management issues as needed.

C. The King County chief information officer shall serve as the chair of the business management council.

D. The business management council may convene such additional ad hoc committees as are determined to be necessary by the business management council to focus on specific topics or to address the needs of a logical group of agencies. These committees shall review topics and report findings to the business management council.

E. Formal votes shall be taken and recorded on all recommendations and endorsements.

F. Members of the business management council shall serve without compensation.

**NEW SECTION. SECTION 4. Technology management board.** A. The technology management board is hereby created. The board shall act in an advisory capacity to the county's chief information officer on technical issues including policies and standards for privacy and security, applications, infrastructure and data management. The members shall be: the King County chief information officer and agency information technology directors or managers chosen by each agency's director and familiar with that agency's technology needs and operations.

B. The technology management board shall:

1. Review the strategic objectives recommended by the strategic advisory council and assess the ability of the technology infrastructure to support them;
2. Review the business objectives and business application proposals recommended by the business management council and assess the ability of the

technology infrastructure to support them;

3. Develop technology program proposals which support the strategic and business objectives of the county;

4. Develop technology program proposals which promote the efficient operation and management of technology infrastructure, applications and data;

5. Recommend technology program proposals for funding and for inclusion in the technology business plan and the information technology strategic plan;

6. Develop and recommend the King County annual technology report; and

7. Develop and recommend standards, policies and procedures for infrastructure, applications deployment, data management and privacy and security.

C. The King County chief information officer shall serve as the chair of the technology management board.

D. The chief information officer shall establish the following teams with chairs to be selected by the chief information officer to assist the board in carrying out its duties:

1. Privacy and security team. The privacy and security team shall review and recommend additions and revisions to the county's policies and standards on privacy, security and protection of data integrity in technology infrastructure, electronic commerce and technology vendor relationships. The privacy and security team shall recommend changes and improvements to the technology management board;

2. Application and data team. The application portfolio team shall review the county's applications and data inventory, policies, standards and investments and recommend changes and improvements to the technology management board;

3. Infrastructure team. The infrastructure team shall review the county's

infrastructure inventory, policies, standards, and investments and recommend changes and improvements to the technology management board; and

4. Finance and budget team. The finance and budget team shall review budgets and cost benefit analyses related to all technology program funding requests and recommend these requests or changes to these requests to the technology management board.

E. The technology management board may convene such additional ad hoc committees as are determined to be necessary by the technology management board to focus on specific topics or issues. These committees shall review topics and report back findings to the technology management board.

F. Formal votes shall be taken and recorded on all recommendations and endorsements.

G. Members of the technology management board shall serve without compensation.

NEW SECTION. SECTION 5. Project review board. A. The project review board is hereby created. The board shall act in an advisory capacity to the county's chief information officer in implementing the project management guidelines developed by the central information technology project management office as described in K.C.C.

2.16.0758A-E. As appropriate, the board also may assume the project oversight role assigned to the project management office under K.C.C. 2.16.0758F-K. The members shall be: the King County chief information officer, the assistant deputy county executive, the budget director and the director of the department of information and administrative services.



B. The King County chief information officer shall serve as the chair of the project review board.

C. Ad hoc project review teams may be convened as determined to be necessary by the project review board to focus on specific projects. Each ad hoc project review team will include the project's sponsoring agency director. These teams shall report back findings to the board.

D. Formal votes shall be taken and recorded on all recommendations and endorsements.

E. Members of the project review board shall serve without compensation.

**Ordinance 14155**

---

Ordinance 14155 was introduced on 4/23/01 and passed by the Metropolitan King County Council on 7/2/01, by the following vote:

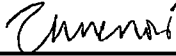
Yes: 11 - Mr. von Reichbauer, Ms. Fimia, Mr. Phillips, Mr. Pelz, Mr. McKenna, Mr. Nickels, Mr. Pullen, Mr. Gossett, Ms. Hague, Mr. Thomas and Mr. Irons  
No: 0  
Excused: 2 - Ms. Miller and Ms. Sullivan

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON



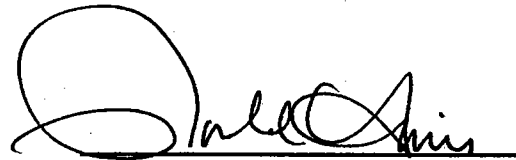
Pete von Reichbauer, Chair

ATTEST:



Anne Noris, Clerk of the Council

APPROVED this 13 day of July, 2001.



Ron Sims, County Executive

**Attachments**      A. King County Technology Governance Structure, dated June 14, 2001

14155  
King County

A. 6/14/2001

Technology Governance Structure

