



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

December 14, 2000

Ordinance 14005

Proposed No. 2000-0499.2

Sponsors Sullivan

1 AN ORDINANCE creating an office of information resource
2 management; creating an office of information resource
3 management operating fund, for the purpose of supporting office
4 operations and accounting for operating assets, liabilities,
5 revenues and expenditures; abolishing the data processing policy
6 review committee and the data processing policy oversight
7 committee; amending Ordinance 11955, Section 8, and K.C.C.
8 2.16.075 and Ordinance 12076, Section 9, as amended, and
9 K.C.C. 4.08.015 and repealing Ordinance 12075, Section 9, as
10 amended, and K.C.C. 2.36.040 and Ordinance 12075, Section 10,
11 and K.C.C. 2.36.045.

12

13

14 **PREAMBLE:**

15 As part of the 2000 Budget Ordinance, the council required by proviso a
16 strategic plan for information technology to address issues related to the
17 evaluation of the county's information technology governance structure,

18 delivery of technology services, technology platforms, establishment of
19 standard measurements and reports and development of a personal
20 computer replacement plan for agencies funded by the current expense
21 fund. The findings of the 1999 management audit of Information
22 Technology Planning, Development, and Implementation Processes, as
23 well as the work of the 2000 King County Technology Peer Review
24 Panel, highlight the need for establishing a strong governance structure to
25 provide the foundation for development and implementation of a strategic
26 plan and management of technology platforms and projects. The council
27 believes that information technology governance structure established by
28 this ordinance will enable the county to move forward in planning,
29 management and implementation of technology projects in order to
30 provide more effective and efficient information and services to the
31 citizens, governments, and private entities that do business with King
32 County.

33 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

34 **SECTION 1. Purpose.** The purpose of this ordinance is to establish an
35 information technology governance structure in accordance with strategic information
36 technology objectives.

37 **SECTION 2.** Ordinance 11955, Section 8, and K.C.C. 2.16.075 are each hereby
38 amended to read as follows:

39 **Department of information and administrative services – duties – divisions.**

40 A. The department is responsible to manage and be fiscally accountable for the
41 records and elections division, emergency management division, information and
42 telecommunications services division, licensing and regulatory services division, and risk
43 management division. In addition, the department shall be responsible for enforcement of
44 nondiscrimination policies under K.C.C. chapters 12.18, (~~K.C.C.~~) 12.20(~~, K.C.C.~~) and
45 12.22, the federal Americans with Disabilities Act of 1990 and federal Rehabilitation Act
46 of 1973, Section 504, policies, except as otherwise provided by ordinance, and
47 compliance with plans and policies to ensure equality of King County employment as
48 required by K.C.C. 3.12.180.

49 B. RECORDS AND ELECTIONS DIVISION. The functions of the division
50 include:

- 51 1. Conduct all special and general elections held in the county and register
52 voters;
- 53 2. Manage the recording, processing, filing, storing, retrieval, and certification
54 of copies as required, of all public documents filed with the division;
- 55 3. Process all real estate tax affidavits;
- 56 4. Act as the official custodian of all county records, per general law; and
- 57 5. Manage the printing and distribution of the King County Code and
58 supplements to the public.

59 C. EMERGENCY MANAGEMENT DIVISION. The duties of the division shall
60 include the following:

- 61 1. Plan for and provide effective direction, control and coordinated response to
62 emergencies;

- 63 2. Be responsible for functions as defined in K.C.C. chapter 2.56;
- 64 3. Manage the E911 emergency telephone program; and
- 65 4. Be responsible for administration of the Emergency Radio Communication
- 66 System under K.C.C. chapter 2.58, but not including the radio communication and data
- 67 system operated and maintained by the department of transportation.

68 D. INFORMATION AND TELECOMMUNICATIONS SERVICES DIVISION.

69 The duties of the division shall include the following:

- 70 1. Design, develop, operate, maintain and enhance computer information
- 71 systems for the county and other contracting agencies;
- 72 2. Manage the cable communications provisions set forth in K.C.C. chapter
- 73 6.27A;
- 74 3. Negotiate and administer cable television and telecommunication franchises
- 75 pursuant to K.C.C. chapter 6.27;
- 76 4. Provide telephone system design, installation, maintenance and repair;
- 77 5. Manage and operate the centralized printing and graphic arts services; and
- 78 6. Provide internal communications and public information services including
- 79 setting standards for and preparing informational publications, except to the extent to
- 80 which the council decides, as part of the annual appropriation ordinance, to fund selected
- 81 departmental level internal communications and public information services in certain
- 82 departments or divisions.

83 E. LICENSING AND REGULATORY SERVICES DIVISION. The duties of

84 the division shall include the following:

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85 1. Issue business, marriage, vehicle/vessel and pet licenses, and collect license
86 fee revenues;

87 2. Enforce county and state law relating to animal control; and

88 3. Regulate the operation, maintenance and/or conduct of county licensed
89 businesses, pet ownership and licensing services for the public.

90 F. RISK MANAGEMENT DIVISION. The duties of the division shall include
91 management of the county' s insurance and risk management programs consistent with
92 K.C.C. chapter 4.12.

93 G. OFFICE OF INFORMATION RESOURCE MANAGEMENT.

94 1. The duties of this office shall include, but not be limited to:

95 a. identifying and establishing short-range, mid-range and long-range
96 objectives for information technology investments in the county;

97 b. preparing and recommending for council approval a county information
98 technology strategic plan and annually updating the plan;

99 c. recommending business and technical information technology projects for
100 funding as part of the county's strategic planning process;

101 d. recommending technical standards for the purchase, implementation and
102 operation of computing hardware, software and networks as part of the county's strategic
103 planning process;

104 e. recommending countywide policies and standards for privacy, security and
105 protection of data integrity in technology infrastructure, electronic commerce and
106 technology vendor relationships as part of the county's strategic planning process;

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107 f. recommending information technology service delivery models for the
108 information and telecommunications services division and the county's satellite
109 information technology centers;

110 g. establishing a standard process for information technology project
111 management, including requirements for project initiation and review, parameters for
112 agency contracts with information technology vendors, and reporting requirements to
113 facilitate monitoring of project implementation;

114 h. establishing criteria for determining which information technology projects
115 will be monitored centrally;

116 i. monitoring project implementation when projects meet the established
117 criteria;

118 j. releasing the funding for each phase of those projects subject to central
119 oversight based on successful reporting and completion of milestones;

120 k. recommending budgetary changes in the funding of information technology
121 projects to the executive and council, as appropriate;

122 l. recommending project termination, as appropriate;

123 m. conducting post-implementation information technology project review;

124 and

125 n. reporting annually on information technology performance to the executive
126 and the council.

127 2. The office of information resource management shall be directed and
128 overseen by a chief information officer. The chief information officer shall report to the

129 executive and shall advise all county elected officials, departments and divisions on
130 technology planning and project implementation.

131 NEW SECTION. SECTION 3. The office of information resource management
132 shall be directed by a chief information officer (CIO). The CIO shall be appointed by the
133 executive and confirmed by the council. The CIO shall report to the county executive
134 and advise all branches of county government on technology issues. The CIO shall
135 provide vision and coordination in technology management and investment across the
136 county. The CIO shall attend regularly executive cabinet meetings as a non-voting
137 member and advisor on technology implications of policy decisions. The CIO shall meet
138 regularly with business managers for the assessor, council, prosecutor, superior court,
139 district court and sheriff to advise on technology implications of policy decisions. The
140 duties of the CIO also shall include the following:

- 141 A. Overseeing the information technology strategic planning office and
142 production of a county information technology strategic plan;
- 143 B. Overseeing the central information technology project management office and
144 monitoring of approved technology projects;
- 145 C. Recommending business and technical information technology projects for
146 funding;
- 147 D. Recommending technical standards for the purchase, implementation and
148 operation of computer hardware, software and networks;
- 149 E. Recommending countywide policies and standards for privacy, security and
150 protection of data integrity in technology infrastructure, electronic commerce and
151 technology vendor relationships;

152 F. Recommending information technology service delivery models for the
153 information and telecommunications services division and the county's satellite
154 information technology centers;

155 G. Managing the internal service fund of the office of information resource
156 management; and

157 H. Providing annual performance review to the executive and council.

158 NEW SECTION. SECTION 4. The office of information resource management
159 shall include an information technology strategic planning office ("strategic planning
160 office"). The strategic planning office shall report directly to the chief information
161 officer. The strategic planning office shall:

162 A. Produce an information technology strategic plan with annual updates for
163 annual council approval. The plan should include:

164 1. A section that includes:

165 a. text describing, for individual planning issue areas, the current environment,
166 strengths, weaknesses, opportunities and challenges, as appropriate;

167 b. a list of recommended objectives, with description as appropriate; and

168 c. a list of implementation steps intended to achieve these recommended
169 objectives, with description as appropriate;

170 2. A prioritized list of proposed business and technical information technology
171 projects;

172 3. Standards for the purchase, implementation and operation of computing
173 hardware, software and networks;

174 4. Policies and standards for privacy, security and protection of data integrity in
175 technology infrastructure, electronic commerce and technology vendor relationships;

176 5. Appendices supporting the recommendations with empirical data; and

177 6. Strikeout and underlined revisions that retain the framework of the previous
178 plan's structure when the plan is updated; and

179 B. Support the work of countywide planning committees that coordinate business
180 and technical needs for information technology investments.

181 NEW SECTION. SECTION 5. Within three months of his or her confirmation
182 by the council, the chief information officer shall convene an information technology
183 security steering committee to consider and make recommendations regarding issues of
184 privacy and security relating to the use of technology.

185 NEW SECTION. SECTION 6. The office of information resource management
186 shall include a central information technology project management office ("project
187 management office"). The project management office shall report directly to the chief
188 information officer. The project management office shall:

189 A. Develop criteria for determining which information technology projects
190 should be subject to central monitoring by the project management office;

191 B. Develop a process for information technology project initiation, including
192 submittal of a business case analysis;

193 C. Develop requirements for the components of the business case, such as, but
194 not limited to, the linkage to program mission or business plan or cost-benefit analysis;

195 D. Set parameters for acceptable conditions and terms of information technology
196 vendor contracts with county agencies;

197 E. Establish project implementation reporting requirements to facilitate central
198 monitoring of projects;

199 F. Review the information technology project initiation request, including
200 business case analysis, to ensure that materials contain all required components, have
201 substance and are backed by documentation;

202 G. Monitor projects during implementation;

203 H. Approve the disbursement of funding for projects that meet the criteria for
204 project management as established in Section 6A of this ordinance;

205 I. Recommend budgetary changes to the executive and council as appropriate
206 during each phase of project implementation;

207 J. Recommend project termination to the executive and council as appropriate;
208 and

209 K. Conduct post-implementation review documenting strengths and weaknesses
210 of the implementation process and the delivery, or lack thereof, of either cost savings or
211 increased functionality, or both.

212 NEW SECTION. SECTION 7. A. There is hereby created the office of
213 information resource management operating fund, which shall be a first tier fund as
214 defined in K.C.C. 4.08.005. The chief information officer shall be the fund manager.

215 B. The purpose of the office of information resource management operating fund
216 is to account for the assets, liabilities, revenues and expenditures pertaining to the
217 operations of the office of information resource management, including the chief
218 information officer, the strategic planning office and the project management office.

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219 SECTION 8. Ordinance 12076, Section 9, as amended, and K.C.C. 4.08.015 are
220 each hereby amended to read as follows:

221 **First tier funds and designated fund managers.** A. First tier funds and fund
222 managers are as follows:

Fund No.	Fund Title	Fund Manager
103	County Road	Dept. of Transportation
104	Solid Waste Landfill Post Closure Maintenance	Dept. of Natural Resources
109	Recorder's O & M	Dept. of Information & Administrative Services
111	Enhanced-911 Emergency Tel System	Dept. of Information & Administrative Services
112	Mental Health	Dept. of Community & Human Services
115	Road Improvement Guaranty	Dept. of Transportation
119	Emergency Medical Services	Dept. of Public Health
121	Surface Water Management	Dept. of Natural Resources
122	Automated Fingerprint Identification System	Dept. of Public Safety
125	Bridge Replacement	Dept. of Transportation
128	Local Hazardous Waste	Dept. of Public Health
129	Youth Sports Facilities Grant Fund	Dept. of Parks & Cultural Resources
131	Noxious weed control fund	Dept. of Natural Resources
134	Development and Environmental	Dept. of Development & Environmental

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	Services	Svcs
164	Two-Tenths Sales Tax Revenue Receiving	Dept. of Transportation
165	Public Transit Self Insurance	Dept. of Transportation
305	Police Field Fac Const 1987	Dept. of Public Safety
309	Neighborhood Parks & Open Space	Dept. of Construction & Facility Management
312	HMC Long Range CIP	Dept. of Construction & Facility Management
313	Health Department Clinic Projects Const	Dept. of Construction & Facility Management
315	Conservation Futures Levy	Dept. of Natural Resources
316	Parks, Rec. & Open Space	Dept. of Construction & Facility Management
318	Surface & Storm Water Mgmt Const	Dept. of Natural Resources
319	Youth Svcs Detention Facility Const	Dept. of Construction & Facility Management
320	One Percent for Art	Dept. of Parks & Cultural Resources
322	Housing Opportunity Acquisition	Dept. of Community & Human Services
326	1990 Series B Youth Detention Facility	Dept. of Construction & Facility Management
327	Equipment and Building Acquisition	Dept. of Finance
329	SWM CIP Construction 1992-1997	Dept. of Natural Resources

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330	River and Flood Control Const 1961	Dept. of Natural Resources
331	Long-term leases	Dept. of Construction & Facility Management
333	Health Centers Construction	Dept. of Construction & Facility Management
334	Capital Acqn and County Fac Renovation	Budget Organization in Executive Office
335	Youth Services Facilities Construction	Dept. of Construction & Facility Management
336	Arterial Highway Development	Dept. of Transportation
338	Airport Construction	Dept. of Construction & Facility Management
339	Working Forest 1995 B	Dept. of Natural Resources
340	Parks CIP	Dept. of Natural Resources
340-3	Urban Reforestation & Habitat Restoration	Dept. of Natural Resources
341	Arts and Historic Preservation Capital	Dept. of Parks & Cultural Resources
342	Major Maintenance Reserve	Dept. of Construction & Facility Management
343	Core GIS Capital Project	Dept of Information & Administrative Services
346	Regional Justice Center Construction	Dept. of Construction & Facility Management

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347	Emergency Communications System	Dept. of Information & Administrative Services
349	Parks Facilities Rehabilitation	Dept. of Construction & Facility Management
350	Open Space Acquisition	Dept. of Natural Resources
368-0	Real Estate Excise Tax Capital Summary Fund	Dept. of Finance
381	Solid Waste Cap Equip Recovery	Dept. of Natural Resources
383	Solid Waste Environmental Reserve	Dept. of Natural Resources
384	Farmland and Open Space Acquisition	Dept. of Natural Resources
385	Renton Maintenance Fac Const	Dept. of Transportation
386	County Road Construction	Dept. of Transportation
387	HMC Construction	Dept. of Construction & Facility Management
388	Jail Renovation & Construction	Dept. of Construction & Facility Management
390	Solid Waste Construction	Dept. of Natural Resources
391	Solid Waste Landfill Reserve	Dept. of Natural Resources
394	Kingdome CIP	Stadium
395	Building Repair & Replace	Dept. of Construction & Facility Management
396	HMC Building Repair and Replacement	Dept. of Construction & Facility Management

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404	Solid Waste Operating	Dept. of Natural Resources
429	Airport Operating	Dept. of Construction & Facility Management
448	Stadium Management	Stadium
461	Water Quality	Dept. of Natural Resources
464	Public Transportation	Dept. of Transportation
542	Safety & Workers' Compensation	Office of Human Resources Management
543	Transit nonrevenue vehicle rental and revolving fund	Dept. of Transportation
544	Wastewater equipment rental and revolving fund	Dept. of Transportation
550	Employee Benefits Program	Office of Human Resources Management
551	Facilities Management	Dept. of Construction & Facility Management
552	Insurance	Dept. of Information & Administrative Services
557	Public Works Equipment Rental	Dept. of Transportation
558	Motor Pool Equipment Rental	Dept. of Transportation
559	Purchasing Stores	Dept. of Finance
560	Printing/Graphic Arts Services	Dept. of Information & Administrative Services
622	Judicial Administration Trust and Agency	Judicial Administration

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624	School District Impact Fee	Budget Organization in Executive Office
674	Refunded Ltd GO Bond Rdmp.	Dept. of Finance
675	Refunded Unltd GO Bond	Dept. of Finance
676	H&CD Escrow	Dept. of Finance
693	Deferred Compensation	Office of Human Resources Management
696	Mitigation Payment System	Dept. of Transportation
843	DMS Limited GO Bonds	Dept. of Finance
890	ULID Assessment - 1981	Dept. of Transportation
3643	Transit cross-border lease financing fund	Dept. of Finance
—	Transfer of development credit (TDC) bank fund	Dept. of Natural Resources
—	Clark Contract administration fund	Budget Office
—	<u>Office of information resource management operating fund</u>	<u>Dept. of Information & Administrative Services</u>

223 B. The following shall also be first tier funds:

224 1. All funds now or hereafter established by ordinance for capital construction
225 through specific road improvement districts, utility local improvement districts or local
226 improvement districts. The director of the department of transportation shall be the fund
227 manager for transportation-related funds. The director of the department of natural
228 resources shall be the fund manager for utility-related funds.

229 2. All county funds that receive original proceeds of borrowings made pursuant
230 to Chapter 216, Washington Laws of 1982, as now existing or hereafter amended, to the

Ordinance

231 extent of the amounts then outstanding for such borrowings for that fund. For purposes
232 of this subsection, the director of the county department or office primarily responsible
233 for expenditures from that fund shall be the fund manager.

234 3. Any other fund as the council may hereinafter prescribe by ordinance to be
235 invested for its own benefit. If no designation is made by the council upon creation of the
236 county fund, then the fund shall be treated as provided in K.C.C. 4.10.110.

237 SECTION 9. Ordinance 12075, Section 9, as amended, and K.C.C. 2.36.040 and
238 Ordinance 12075, Section 10, and K.C.C. 2.36.045 are each hereby repealed.

239

SECTION 10. This ordinance takes effect January 1, 2001.

240

Ordinance 14005 was introduced on 9/11/00 and passed by the Metropolitan King County Council on 12/13/00, by the following vote:

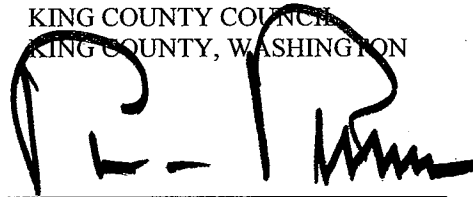
Yes: 11 - Mr. von Reichbauer, Ms. Miller, Ms. Fimia, Mr. Phillips, Mr. Pelz, Mr. McKenna, Mr. Nickels, Mr. Pullen, Mr. Gossett, Mr. Vance and Mr.

Irons

No: 0

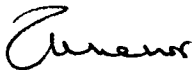
Excused: 2 - Ms. Sullivan and Ms. Hague

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON



Pete von Reichbauer, Chair

ATTEST:



Anne Noris, Clerk of the Council
APPROVED this _____ day of _____, 2000.

DEEMED ENACTED WITHOUT
COUNTY EXECUTIVE'S SIGNATURE
DATED: 12/22/2000

Ron Sims, County Executive

Attachments A. Information Technology Strategic Plan, Phase I: Version 1.0 August 15, 2000



King County Executive
RON SIMS

December 22, 2000

The Honorable Pete von Reichbauer
Chair, King County Council
Room 1200
COURTHOUSE

Dear Councilmember von Reichbauer:

I am returning Ordinance 14005 unsigned. I am doing so because I cannot, with my affirmative signature, sign this into law. Upon closer review, there are many and various flaws, which I set out below. I am not vetoing the ordinance because to do so would jeopardize the County's technology future and the livelihood of County employees currently working in technology strategic planning. Given our mutual intention to effectively utilize the County's technologies to benefit our citizens and your stated intent that this budget not result in employee layoffs, my lack of veto action is warranted.

The problems range from ordinance inconsistencies about who manages the Office of Information Resource Management (OIRM) Fund to Charter concerns relating to whether or not the Council can by ordinance determine whose position they confirm. It is also unclear from the ordinance whether or not the Chief Information Officer (CIO) position would be exempt from the career service. Recruitment, at the accelerated speed consistent with the timelines set in the ordinance, is therefore problematical.

I am concerned at the apparent insertion of the Council in duties and responsibilities reserved for the Executive. Establishing the attendance list of who attends my Cabinet meetings is inappropriate. The overly specific directions of "how" and "who" the CIO should meet with presumes a level of involvement by the Council in the execution of laws and legal responsibilities that the Charter does not envision.

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2000 DEC 22 PM 4:11
CLERK
KING COUNTY COUNCIL

The Honorable Pete von Reichbauer
December 22, 2000
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Last, the ordinance would create a CIO position and outline two primary work areas (strategic planning office and project management office), yet does not establish a governance structure. In August, I submitted a proposed ordinance creating a new technology governance model as part of a draft information technology strategic plan. Although this ordinance removed the governance model I proposed, I recommend that we proceed early next year with the development of a governance model on which we can agree. I think we all agree that a consistent governance structure covering all branches of government is important in managing technology in today's complex business environment.

My staff and I are look forward to recruiting a new chief information officer early next year and working with you to achieve innovative and efficient technology governance for King County.

Sincerely,

A handwritten signature in black ink, appearing to read "Ron Sims". The signature is stylized with a large, looping initial "R" and a cursive "Sims".

Ron Sims
King County Executive

cc: King County Councilmembers
ATTN: John Chelminiak, Chief of Staff
Shelley Sutton, Policy Staff Director
Rebecha Cusack, Lead Staff, BFM Committee
Anne Noris, Clerk of the Council
Sheryl V. Whitney, Director, Department of Information and Administrative
Services (DIAS)