Chief Information Officer

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Chief Information Officer

William G. Oates, Chief Information Officer

Cabinet Mission

The mission of the Chief Information Officer is to provide systems and technologies that develop and support department personnel with information relative to their operations, support strategic planning, promote effective resource management, enhance customer service and promote internal and external electronic and voice communications.

FY08 Performance Strategies

- To deliver and support training for City of Boston employees.
- To continue to enhance the City's services and monitor network utilization City-wide.
- To maintain and enhance the PeopleSoft ERP application software.
- To upgrade and operate IBM production systems and ensure their availability.
- To maintain the server environment availability at appropriate levels.
- To assist City departments with telecommunication needs.

Operating Budget	Program Name	Total Actual '05	Total Actual '06	Total Approp '07	Total Budget '08
	Management Information Systems	13,267,262	14,154,939	17,227,356	17,384,043
	Total	13,267,262	14,154,939	17,227,356	17,384,043

Capital Budget	Program Name	Total Actual '05	Total Actual '06	Total Approp '07	Total Budget '08
	Management Information Systems	105,274	285,375	1,221,500	5,500,000
	Total	105,274	285,375	1,221,500	5,500,000

Management & Information Services Operating Budget

William G. Oates, Chief Information Officer Appropriation: 149

Department Mission

The mission of the Management and Information Services Department is to provide systems and technologies that provide department personnel with information relative to their operations, support strategic planning, promote effective resource management, enhance customer service and promote internal and external electronic and voice communications.

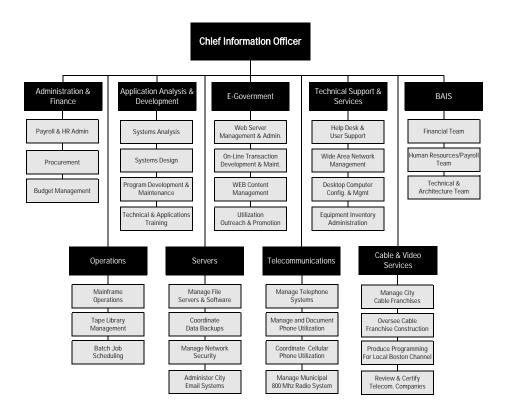
FY08 Performance Strategies

- To deliver and support training for City of Boston employees.
- To enhance imaging and data capture infrastructure.
- To expand the use of video technology in conjunction with the City's web page.
- To expand the utilization of PUSH-based internet content.
- To continue to enhance the City,s services and monitor network utilization City-wide.
- To implement remote desktop support and automated software distribution.
- To maintain and enhance the PeopleSoft ERP application software.
- To upgrade and operate IBM production systems and ensure their availability.
- To maintain the server environment availability at appropriate levels.
- To assist City departments with telecommunication needs.

Operating Budget	Program Name	Total Actual '05	Total Actual '06	Total Approp '07	Total Budget '08
	Administration	1,070,916	607,596	878,783	2,692,632
	Application Dev & Sys Analysis	1,711,458	2,162,832	2,469,378	2,155,337
	eGovernment	505,563	686,273	773,688	1,040,088
	Technical Support & Services	1,517,493	1,464,432	1,702,024	1,517,626
	BAIS Support	3,693,621	5,274,218	6,180,234	4,399,327
	Operations	2,768,274	1,945,154	2,741,221	2,482,112
	Servers	891,226	945,711	1,133,520	1,547,013
	Telecommunications	798,569	769,457	920,939	1,116,022
	Cable & Video Services	310,144	299,263	427,569	433,883
	Total	13,267,264	14,154,936	17,227,356	17,384,040

Selected Service Indicators	Actual '05	Actual '06	Approp '07	Budget '08
Personnel Services	7,096,974	7,663,320	8,352,037	8,667,382
Non Personnel	6,170,290	6,491,616	8,875,319	8,716,658
Total	13,267,264	14,154,936	17,227,356	17,384,040

Management & Information Services Operating Budget



Description of Services

The Management Information Systems department provides the infrastructure for voice and data networking and communications citywide. The Department maintains hardware platforms, and supports applications and office automation functionality for all City agencies. Personnel skilled in programming, analysis, hardware and software support, training, communications, and general technology consulting work with user departments on enhancing and maintaining their information systems.

Department History

Personnel Services		FY05 Expenditure	FY06 Expenditure	FY07 Appropriation	FY08 Adopted	Inc/Dec 07 vs 08
	51000 Permanent Employees 51100 Emergency Employees 51200 Overtime 51600 Unemployment Compensation 51700 Workers' Compensation Total Personnel Services	6,925,699 13,552 157,723 0 0 7,096,974	7,369,502 274 291,606 0 1,938 7,663,320	8,184,287 0 167,750 0 0 8,352,037	8,499,632 0 167,750 0 0 8,667,382	315,345 0 0 0 0 0 315,345
Contractual Services		FY05 Expenditure	FY06 Expenditure	FY07 Appropriation	FY08 Adopted	Inc/Dec 07 vs 08
	52100 Communications 52200 Utilities 52300 Contracted Ed Services 52400 Snow Removal 52500 Garbage/Waste Removal 52600 Repairs Buildings & Structures 52700 Repairs & Service of Equipment 52800 Transportation of Persons 52900 Contracted Services Total Contractual Services	203,759 0 0 0 0 0 576,148 3,111 2,283,238 3,066,256	202,399 0 0 0 0 0 491,919 9,349 2,489,183 3,192,850	184,724 0 0 0 0 0 563,751 23,500 2,395,565 3,167,540	219,175 0 0 0 0 0 620,677 49,000 3,308,179 4,197,031	34,451 0 0 0 0 0 56,926 25,500 912,614 1,029,491
Supplies & Materials		FY05 Expenditure	FY06 Expenditure	FY07 Appropriation	FY08 Adopted	Inc/Dec 07 vs 08
	53000 Auto Energy Supplies 53200 Food Supplies 53400 Custodial Supplies 53500 Med, Dental, & Hosp Supply 53600 Office Supplies and Materials 53700 Clothing Allowance 53800 Educational Supplies & Mat 53900 Misc Supplies & Materials Total Supplies & Materials	681 0 0 0 56,864 0 0 46,659	859 45 0 0 55,087 0 0 51,709 107,700	1,520 0 0 0 67,000 0 48,775 117,295	1,202 0 0 0 59,900 0 0 66,520 127,622	-318 0 0 0 -7,100 0 0 17,745 10,327
Current Chgs & Oblig		FY05 Expenditure	FY06 Expenditure	FY07 Appropriation	FY08 Adopted	Inc/Dec 07 vs 08
	54300 Workers' Comp Medical 54400 Legal Liabilities 54500 Aid To Veterans 54600 Current Charges H&I 54700 Indemnification 54900 Other Current Charges Total Current Chgs & Oblig	0 0 0 0 0 2,542,324 2,542,324	1,984 0 0 0 0 2,790,492 2,792,476	0 0 0 0 0 5,228,141 5,228,141	0 0 0 0 0 3,917,141 3,917,141	0 0 0 0 0 -1,311,000 -1,311,000
Equipment		FY05 Expenditure	FY06 Expenditure	FY07 Appropriation	FY08 Adopted	Inc/Dec 07 vs 08
	55000 Automotive Equipment 55400 Lease/Purchase 55600 Office Furniture & Equipment 55900 Misc Equipment Total Equipment	0 168,003 0 289,503 457,506	0 61,108 0 337,482 398,590	0 109,638 0 252,705 362,343	0 224,948 0 249,916 474,864	0 115,310 0 -2,789 112,521
Other		FY05 Expenditure	FY06 Expenditure	FY07 Appropriation	FY08 Adopted	Inc/Dec 07 vs 08
	56200 Special Appropriation 57200 Structures & Improvements 58000 Land & Non-Structure Total Other	0 0 0 0	0 0 0 0	0 0 0	0 0 0	0 0 0
	Grand Total	13,267,264	14,154,936	17,227,356	17,384,040	156,684

Department Personnel

Title	Union Code	Grade	Position	FY08 Salary	Title	Union Code	Grade	Position	FY08 Salary
Dir Of Mis	CDH	NG	1.00	150,824	Exec Asst (Obpe)	EXM	10	1.00	92,885
Supv-Stat Mach Op&Vtl Stat(Dpu	SU4	15	1.00	53,671	Exec Asst (Asn)	EXM	10	1.00	92,885
Data Proc Equip Tech (Mis/Dpu	SU4	15	12.00	588,399	Sr Data Proc Systems Anl I	SE1	09	1.00	84,171
Mgmt_ Analyst	SU4	15	1.00	40,639	Sr Data Proc Sys Analyst	SE1	08	27.00	1,911,785
Exec Asst (Mgmt Info Svcs)	EXM	14	5.00	557,606	Manager-Data Proc(Netwk Spec)	SE1	08	2.00	149,636
Sr Computer Operator	SU4	13	1.00	43,695	Sr Employee Development Asst	SE1	08	1.00	75,717
Head_Clerk	SU4	12	1.00	38,951	Sr Admin An (Asd/Cable)	SE1	80	2.00	156,715
Exec Asst(Management Serv,Asd)	EXM	12	1.00	102,326	Data Proc Sys Analyst 1	SE1	07	2.00	134,545
Exec.Assistant	SE1	12	1.00	100,320	PrinResearchAnalyst	SE1	06	1.00	65,222
Prin Dp Sys Anl-DP	SE1	11	10.00	905,386	DP Sys AnI	SE1	06	15.00	898,494
Sr Data Proc Sys Anl(Ads/Dpu)	SE1	10	16.00	1,366,469	Manager-DataProcessing	SE1	06	1.00	65,222
Prin Data Proc Systems Analyst	SE1	10	2.00	175,474	ManagementAnalyst(Asd/Admin)	SE1	06	1.00	65,222
Data Proc Proj Mgr (Asn Svc)	SE1	10	2.00	174,782	Adm_Assistant	SE1	04	1.00	50,400
					AsstManager-DataProcessing	SE1	04	10.00	533,618
					Total			120	8,675,059
					Adjustments				
					Differential Payments				0
					Other				139,960
					Chargebacks				-110,636
					Salary Savings				-204,748
					FY08 Total Request				8,499,635

Program 1. Administration

Marie Donovan, Manager Organization: 149100

Program Description

The Administration Program provides support services to the other MIS programs including contract processing, accounts payable, payroll and personnel work, budget monitoring and preparation. The program is also charged with general office administration and upkeep responsibilities.

- To review and update business continuity/disaster recovery plans for MIS and other City departments.
- To provide administrative and human resource support to all department operations.

Selected Service Indicators	Actual '05	Actual '06	Approp '07	Budget '08
Personnel Services Non Personnel	380,747 690,169	403,137 204,459	431,501 447,282	841,390 1,851,242
Total	1,070,916	607,596	878,783	2,692,632

Program 2. Application Development & System Analysis

Robert O'Donnell, Manager Organization: 149200

Program Description

This program is responsible for all aspects of systems analysis and application development and maintenance. Staff in this program area analyze business needs, develop program designs and code/modify computer systems to address user department needs related to information systems and departmental business functions.

- To deliver and support training for City of Boston employees.
- To maintain and modernize existing City-wide legacy applications.
- To enhance the City of Boston's document imaging and management infrastructure

Performance Measures	Actual '05	Actual '06	Projected '07	Target '08
Number of software issues resolved with vendor Number of Steering Committee meetings held	25 13	34 12	26 11	
On-line and automated forms created	47	41	37	40
Program modifications completed	293	366	234	200
Requests for assistance responded to within 2 weeks	600	575	546	
Departments implementing document imaging and management				12

Selected Service Indicators	Actual '05	Actual '06	Approp '07	Budget '08
Personnel Services Non Personnel	942,813 768.645	1,031,477 1,131,355	1,219,745 1,249,633	1,391,361 763,976
Total	1,711,458	2,162,832	2,469,378	2,155,337

Program 3. eGovernment

Rajesh Pareek, Manager Organization: 149300

Program Description

This program area provides enterprise level coordination of new and existing information technologies available for use by qualifying agencies. This includes city departments, quasipublic agencies, community-based organizations and non-profits.

Program Strategies

 To promote and oversee internet technology utilization city-wide.

Performance Measures		Actual '05	Actual '06	Projected '07	Target '08
	New applications	30	22	19	
	User sessions to the City's web sites	5,700,000	7,540,874	8,610,962	7,000,000
Selected Service Indicators	elected Service Indicators		Actual '06	Approp '07	Budget '08
	Personnel Services	434,963	472,358	464,656	576,832
	Non Personnel	70,600	213,915	309,032	463,256

Program 4. Technical Support & Services

John Malinsky, Manager Organization: 149400

Program Description

Technical Support and Services is the primary contact point for any technology request made to the department. Requests for service are tracked to closure and reported on the level of customer satisfaction. This area also includes wide-area network support for all city departments.

- To implement remote desktop support and automated software distribution.
- To provide installation and support of City of Boston approved hardware and software.
- To track the number of viruses.
- To ensure customer satisfaction in all categories of technical service.
- $\bullet\,$ To provide desktop support as required.

Performance Measures		Actual '05	Actual '06	Projected '07	Target '08
	% of desktops enabled for remote desktop support				99%
	Desktop systems upgraded Number of viruses detected	393	557	315 61,557	50,000
	Technical assistance calls received and responded to	7,419	8,804	11,869	10,000
	% of customer support services rated good or better				95%
Selected Service Indicators		Actual '05	Actual '06	Approp '07	Budget '08
	Personnel Services Non Personnel	1,192,893 324,600	1,273,900 190,532	1,315,251 386,773	1,342,553 175,073
	Total	1,517,493	1,464,432	1,702,024	1,517,626

Program 5. BAIS Support

Patricia Murphy, Manager Organization: 149500

Program Description

The BAIS program is responsible for the management, modification and maintenance of the PeopleSoft ERP software used for city-wide financials, payroll and human resource support functions. Staff in this program assist departments in identifying opportunities to improve administrative processes through the utilization of automated administrative systems.

- To ensure operational needs are met through PeopleSoft.
- To maintain and enhance the PeopleSoft ERP application software.
- To provide assistance to department users of the BAIS.

Performance Measures		Actual '05	Actual '06	Projected '07	Target '08
	Calls for BAIS assistance responded to Improve application availability to end users Number of BAIS applications enhancement/business process improvements User assistance requests addressed/resolved within 24 hours	682	605	2,393 99% 19	300 98% 25 90%
Selected Service Indicators		Actual '05	Actual '06	Approp '07	Budget '08
	Personnel Services Non Personnel Total	2,047,273 1,646,348 3,693,621	2,307,812 2,966,406 <i>5,274,218</i>	2,596,967 3,583,267 6,180,234	2,310,925 2,088,402 4,399,327

Program 6. Operations

John Malinsky, Manager Organization: 149600

Program Description

The Operations Program is charged with the day to day care of the City's major computer systems and architectures. Responsibilities include input, output, backup and archiving on a 24 hour, 365 day per year basis.

- $\bullet~$ To process PeopleSoft/BAIS transactions.
- To operate critical production systems and ensure their peak-time availability.

Performance Measures		Actual '05	Actual '06	Projected '07	Target '08
	Major system availability Pages of reports and special forms produced PeopleSoft availability	99% 5,688,313	100% 5,542,679	99% 5,864,821	4,500,000 100%

Selected Service Indicators	Actual '05	Actual '06	Approp '07	Budget '08
Personnel Services Non Personnel	865,247 1,903,027	888,902 1,056,252	987,814 1,753,407	938,867 1,543,245
Total	2,768,274	1,945,154	2,741,221	2,482,112

Program 7. Servers

Kai Yuen, Manager Organization: 149700

Program Description

Non Personnel

Total

The Server Program configures, maintains and expands the City's various database and general purpose file servers and manages security configurations across all hardware platforms. This program also manages, maintains and configures the City's storage area network and robotic tape library.

Program Strategies

- To maintain the server environment availability at appropriate levels.
- To upgrade and maintain server software at appropriate levels.

Performance Measures		Actual '05	Actual '06	Projected '07	Target '08
	Server environment availability Servers maintained at current software levels	99% 31	98%	99% 123	100% 75
Selected Service Indicators		Actual '05	Actual '06	Approp '07	Budget '08
	Personnel Services	647,005	678,420	695,890	611,754

244,221

891,226

267,291

945,711

437,630

1,133,520

935,259

1,547,013

Program 8. Telecommunications

Ann Roper Quinn, Manager Organization: 149800

Program Description

The Telecommunications Program maintains the City of Boston telecommunications infrastructure (wireless, voice and data). Responsibilities include premise wiring, network components, carrier-based services, network management and billing.

- To assist City departments with telecommunication needs.
- To assist with planning moves and changes of City departments.
- To manage citywide cell phone services and utilization.
- To plan for the implementation of a City Fiber Optic Network.
- To process vendor payments for telecom services in a timely manner.

Performance Measures		Actual '05	Actual '06	Projected '07	Target '08
	Calls for service responded to within 24 hours	2,698	2,357	3,894	1,550
	Number of buildings converted to Fiber Network Phones managed	66 10,128	25 10,069	0 10,085	130 10,200
	Relocations and moves planned and conducted Vendor payments for telecomm services	28 37	18 36	15 28	12 84
	processed within 30 days	37	30	20	04
Selected Service Indicators		Actual '05	Actual '06	Approp '07	Budget '08
	Personnel Services	311,479	325,171	346,664	354,019
	Non Personnel	487,090	444,286	574,275	762,003
	Total	798,569	769,457	920,939	1,116,022

Program 9. Cable & Video Services

Michael Lynch, Manager Organization: 149900

Program Description

The Cable & Video Services Program oversees the City's cable franchise (s); oversees cable construction, enforces contractual and regulatory obligations for the operators, certifies telecom companies seeking to do business with the City's Public Improvement Commission, produces government and educational access television and advocates for customers in disputes with cable operators.

- To ensure compliance by operators with cable franchise requirements by evaluating and facilitating processing of complaints between user and provider.
- To maintain and improve cable program production.
- To review and certify telecom industry companies.

Performance Measures		Actual '05	Actual '06	Projected '07	Target '08
	Disputes logged and resolved Programs produced Telecom industry companies reviewed and certified	4,873 395 5	2,796 360 4	6,038 432 3	4,000 300 2
Selected Service Indicators		Actual '05	Actual '06	Approp '07	Budget '08
	Personnel Services Non Personnel	274,554 35,590	282,143 17,120	293,549 134,020	299,681 134,202
	Total	310,144	299,263	427,569	433,883

Management & Information Services Capital Budget

Overview

Capital investment in technology enables the City to work more efficiently at a lower cost, to be more responsive to citizens and to provide convenience for Boston's residents, business and visitors. Ongoing and new initiatives will build upon this progress, ensuring the City remains competitive and coordinated in computer information and communication technology.

FY08 Major Initiatives

- The City will implement a Constituent
 Relationship Management (CRM) system and
 Work Order Management (WOM) application,
 with enhanced call-center technology that will
 track citizen and business inquiries related to
 City services and measure the City's
 responsiveness.
- The implementation of an enterprise GIS program will improve the accuracy and interoperability of geographic information used by City departments. System development will continue this year.
- A City-owned fiber optic network, initially connecting 130 City buildings, will reduce operating costs by eliminating expensive leased lines, and lay the foundation for a Phase II wireless network.

Capital Budget Expenditures		Total Actual '05	Total Actual '06	Estimated '07	Total Projected '08
	Total Department	105,274	285,375	1,221,500	5,500,000

COMPUTER AIDED DISPATCH

Project Mission

Evaluate CAD requirements for public safety agencies and design an approach to address anticipated public safety needs.

Managing Department, Management Information Services *Status*, New Project *Location*, NA

Authorizations					
			1	Non Capital	
Source	Existing	FY08	Future	Fund	Total
City Capital	200,000	0	0	0	200,000
Grants/Other	0	0	0	0	0
Total	200,000	0	0	0	200,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/06	FY07	FY08	FY09-12	Total
City Capital	0	0	100,000	100,000	200,000
Grants/Other	0	0	0	0	0
Total	0	0	100,000	100,000	200,000

CRM/WOM AND CALL CENTER TECHNOLOGY

Proiect Mission

Phase I Implementation of hardware and software for an enterprise-wide Constituent Relationship Management (CRM) system and Work Order Management (WOM) application with enhanced call-center technology. *Managing Department,* Management Information Services *Status,* New Project *Location,* NA

Authorizations					
				Non Capital	
Source	Existing	FY08	Future	Fund	Total
City Capital	0	3,800,000	0	0	3,800,000
Grants/Other	0	0	0	0	0
Total	0	3,800,000	0	0	3,800,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/06	FY07	FY08	FY09-12	Total
City Capital	0	0	1,400,000	2,400,000	3,800,000
Grants/Other	0	0	0	0	0
Total	0	0	1,400,000	2,400,000	3,800,000

ENTERPRISE GEOGRAPHIC INFORMATION SYSTEM

Project Mission

Develop and implement components of a Citywide enterprise GIS program. *Managing Department*, Management Information Services *Status*, New Project *Location*, NA

Authorizations					
			1	Non Capital	
Source	Existing	FY08	Future	Fund	Total
City Capital	0	500,000	0	0	500,000
Grants/Other	0	0	0	0	0
Total	0	500,000	0	0	500,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/06	FY07	FY08	FY09-12	Total
City Capital	0	0	200,000	300,000	500,000
Grants/Other	0	0	0	0	0
Total	0	0	200,000	300,000	500,000

FIBER OPTIC NETWORK

Project Mission

Develop a City-managed fiber optic network to replace leased data lines between City buildings. The initial phase will connect 130 City-owned buildings.

Managing Department, Management Information Services *Status*, In Construction *Location*, Citywide

Authorizations					
				Non Capital	
Source	Existing	FY08	Future	Fund	Total
City Capital	3,000,000	0	3,000,000	0	6,000,000
Grants/Other	0	0	0	750,000	750,000
Total	3,000,000	0	3,000,000	750,000	6,750,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/06	FY07	FY08	FY09-12	Total
City Capital	0	0	2,500,000	3,500,000	6,000,000
Grants/Other	0	0	0	0	0
Total	0	0	2,500,000	3,500,000	6,000,000

IMAGING AND WORK FLOW SYSTEM

Project Mission

Establish an enterprise-wide imaging and workflow platform that can be used to image and store departmental records as well as route and track various paper documents through City processes. *Managing Department,* Management Information Services *Status,* To Be Scheduled *Location,* NA

Authorizations					
				Non Capital	
Source	Existing	FY08	Future	Fund	Total
City Capital	250,000	500,000	550,000	0	1,300,000
Grants/Other	0	0	0	0	0
Total	250,000	500,000	550,000	0	1,300,000
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/06	FY07	FY08	FY09-12	Total
City Capital	98,290	0	300,000	901,710	1,300,000
Grants/Other	0	0	0	0	0
Total	98,290	0	300,000	901,710	1,300,000

MIS COMPUTER ROOM SECURITY

Project Mission

Upgrade smoke detectors and surveillance cameras within the City data center and attached offices. Upgrade the battery bank that supplies power to the data center in the event of electrical outage. *Managing Department,* Management Information Services *Status,* To Be Scheduled *Location,* Central Business District

Authorizations					
			Non Capital		
Source	Existing	FY08	Future	Fund	Total
City Capital	115,000	0	0	0	115,000
Grants/Other	0	0	0	0	0
Total	115,000	0	0	0	115,000
xpenditures (Actual and Planned)					
	Thru				
Source	6/30/06	FY07	FY08	FY09-12	Total
City Capital	0	0	0	115,000	115,000
Grants/Other	0	0	0	0	0
Total	0	0	0	115,000	115,000

PERMIT AND INSPECTION SYSTEM

Project Mission

Purchase and implement a web-based automated permit and inspection system which will allow data and process integration within ISD divisions and modular capability to connect with other city agencies. *Managing Department*, Management Information Services *Status*, Ongoing Program *Location*, NA

Authorizations					
			Non Capital		
Source	Existing	FY08	Future	Fund	Total
City Capital	2,777,925	0	0	0	2,777,925
Grants/Other	0	0	0	0	0
Total	2,777,925	0	0	0	2,777,925
Expenditures (Actual and Planned)					
	Thru				
Source	6/30/06	FY07	FY08	FY09-12	Total
City Capital	245,375	950,000	1,000,000	582,550	2,777,925
Grants/Other	0	0	0	0	0
Total	245,375	950,000	1,000,000	582,550	2,777,925