

Agency IT Strategic Plan (Form) / **942 VMNH FY14-16 ITSP** (Item) / **Today**

(Data as of: Dec 17, 2014)

Form Report, printed by: Truman, Cheryl, **Dec 17, 2014**

IT SUMMARY

General Information		
Item Name:	942 VMNH FY14-16 ITSP	<i>Choose the CTP-prepared Agency ITSP item for the appropriate biennium</i>
Home Portfolio:	942 VMNH IT Strategic Plans	<i>Choose your Agency Portfolio for ITSP</i>
ITSP Biennium:	FY14-16	
Proponent Secretary:	183 Secretary of Natural Resources	
Proponent Agency:	942 Virginia Museum of Natural History	
Submitted by:	Administrator, System	
Agency has BRTs or Investments:	No	
Has CETR been updated?	Yes	
Date Submitted:		
For additional CETR information, secure link address or CETR access request go to the following VITA website:		
http://www.vita.virginia.gov/oversight/default.aspx?id=349		

About the IT Summary

The purpose of the agency IT Strategic Plan is to establish an agency-wide vision and priorities for agency investments in IT and IT operations so that they promote the achievement of agency's mission and business outcomes. The IT Plan Summary describes how agency IT strategies, goals, and objectives align with the mission, vision, values, and daily operations identified in the Agency Strategic Plan. This IT Plan Summary identifies the implications outlined in the Agency Strategic Plan and integrates them into implementable objectives and directives.

Current Operational IT Investments

In this section, describe the high-level strategy the agency will use to manage existing operational IT investments over the next year to 6 years. This section should align with identified Business Requirements for Existing Technology (BReTs). At minimum, please address the following questions in your description of your agency's strategy for managing existing operational IT investments:

- *Are there existing IT investments that will require additional funding over the next year to 6 years, such as license renewals, re-competition of current IT contracts, or system enhancements required by the Agency Strategic Plan?*
- *If there are systems that will no longer support the agency's business needs, either through poor performance or excessive cost, how does IT leadership in the agency plan to address the issues?*
- *If the agency does not have the staff or funding to meet increasing demand for IT services, how will IT leadership fulfill the requests?*

The Virginia Museum of Natural History, located in Martinsville, hereinafter referred to as the "Museum," was created in 1985 and became a state agency in 1988. The Museum is an 87,000 SF facility located in Southwest Virginia, and is responsible for preserving and protecting Virginia's natural history. The Museum houses more than 10 million specimens and artifacts. With no institution serving as a centralized repository for the Commonwealth's natural history collections, the Museum was built to fill a gap in service to document our culture and natural heritage. To date, the Museum remains the state's only collections-based science institution, and excels in collections-based research, inquiry based science education, science teacher professional development, and exhibit experiences rich with the actual specimens and artifacts documenting the natural and cultural heritage of Virginia. By way of its Distance Learning Adventure Classroom, the Museum uses information technology to provide significant SOL-based experiences for children, professional development, and educational training for numerous teachers across the Commonwealth. The Museum's scientists have assembled more than 10 million inventoried specimens and artifacts and contribute regularly to the published literature of biology, geology, paleontology, and archaeology. Information technology is used to make all biology, geology, paleontology, and archaeology collections available in an in-house ReDiscovery database. This database requires yearly license and support fees that are currently unfunded. The base of the software, FoxPro, will no longer be supported by Microsoft. For this reason, the collections database, ReDiscovery, will need to be upgraded to the latest version.

One of the Museum's duties is to coordinate an efficient network in Virginia where researchers and the public can readily use the natural history material of the Museum, its affiliates, Virginia's institutions of higher education and other museums. During the course of their work, scientists grow the museum's collections that act as a library of the natural heritage of Virginia. They support the work of researchers worldwide who benefit from the accumulation and centralization of these collections. Each scientist also has active blogs.

The Museum also uses information technology to support fund-raising for the Museum. It uses an online database to search for topics relative to grant funding. This is very important to the Museum for supplementing operating funds. The Museum also uses an active membership database, The Raisers Edge by Blackbaud, resulting in increased membership retention and increased levels of membership. This database also requires a yearly license fee that is currently not funded.

The Museum uses information technology in other areas such as, a Visix electronic bulletin board in the lobby that is used to view announcements of events, emergency notifications, video news feeds, and weather. This system is outdated and requires a maintenance contract that has not been funded. Therefore, we can not keep it updated.

The museum has a partnership with WeatherBug and provides a weather station to transmit data to WeatherBug Achieve so that schools can access this data for education purposes. It also transmits to the Apps, Channel 7, as well as, other places in the WeatherBug Network. It also includes a webcam that not only offers access to current weather conditions, but also is available to Homeland Security. The current WeatherBug system is older and needs updating to provide the new lightning detection feature and alerts to ensure proper emergency notifications to authorities. Its current camera utilizes an XP computer as a video server. A new HD camera is needed for the WeatherBug. This system is currently not funded.

The Museum also uses an internet provider to provide two networks; one provides our Commonwealth of Virginia ERCS (Enterprise Remote Connectivity Service) network while the other allows internet access to the public during visits, in interactive exhibits, in education rooms, and in lecture halls. The HVAC system utilizes the public network for monitoring and adjusting the system remotely. The current HVAC system uses XP computers and out-of-date version of JAVA to communicate, both of which have security issues. The HVAC software will need to be upgraded to be able to communicate using updated JAVA. The upgraded HVAC software will not run on the current XP computers, so the computers need to be upgraded to a current OS. There is no alternative available. None of these heavily used systems have been funded. The Museum needs funding to continue to use them and maintain their upkeep, enhancements and security.

Factors Impacting the Current IT

In this section, the agency will describe the changes in their business environment that will require or mandate changes to the agency's current IT investments. These are requirements and mandates from external sources, such as other agencies or business partners, the agency's customer base, product and service providers, or new federal or state legislation or regulations. Each requirement or mandate from an external source must have a corresponding Business Requirement for New Technology (BRnT) or Business Requirement for Existing Technology (BReT) entered into the CTP. The agency must identify the business value of the change, any important deadlines that must be met, and the consequences if the deadlines are not met. In your discussion, be sure to note whether the proposed enhancements are funded or not.

If the agency's existing current IT investments will not need enhancement due to requirements or mandates from external sources in the foreseeable future, the agency should enter the following text rather than leave the Factors Impacting the Current IT section blank.

• For each mandated change, summarize your agency's response from your Agency Strategic Plan, and is it the opinion of agency IT leadership that the IT portion of the response is adequately funded?

• Do the mandated changes effect IT in other Commonwealth agencies, or in other states? If so, how?

The Museum needs to upgrade the current server software and hardware to be compliant with EA policy standards and guidelines as well as the IT Road Map. This would require upgrading the collections database, ReDiscovery (FoxPro based program) to the current Proficio software with a support agreement. The server upgrade will also result in migrating from a physical server to a virtual server located at the data center.

The Visix electronic bulletin board needs to be upgraded due to running on XP computers that are no longer supported by Microsoft. This will incur new hardware (win7), software upgrade (Ver8), yearly maintenance and support to migrate our current data to the new version. Currently, this is not funded.

The HVAC needs to be upgraded from XP operating system to either Win7 or 8, and the application software for the HVAC upgraded to the current version and a yearly maintenance. This is not currently funded.

All of these technologies utilize broadband internet access (for ERCS, public and Distance Learning Adventure Classroom) which is not funded.

Proposed IT Solutions

In this section, describe the high-level strategy the agency will use to initiate new IT investments over the next year to 6 years in support of the agency strategic objectives documented in your Agency Strategic Plan. The agency does not need to consider specific technologies at this time, however, the strategy should identify how the IT implementation will provide business value to the organization. This section should align with identified Business Requirements for New Technology (BRnTs). At minimum, please address the following questions in your description of your agency's strategy for initiating new IT investments:

• What are the most important solutions, based on the priority assigned to the requirements by the business sponsors in your agency, and what is the approach to achieving these priority solutions?

• If any new IT initiatives will be started in the upcoming budget biennium, is it the opinion of agency IT leadership that it is adequately funded?

• Does the agency's current IT staff have the appropriate skill set needed to support future agency technologies? If not, what skill sets need to be acquired?

• If the agency will be engaged in multiple new IT initiatives, how will agency IT staff and agency subject matter experts be used across the initiatives?

Museum is considering hosting the Foundation's Blackbaud software with the vendors of the software which will add extra fees from the vendors.

The obsolete computer that runs the WeatherBug weather cam needs to be replaced with the current HD IP camera. To provide the lightning awareness feature to alert authorities, the WeatherBug needs to be upgraded. This is also not funded.

Report Title: Strategic Plan

Agency: Virginia Museum of Natural History

Date: 12/17/2014

Current IT Services

Costs Year 1

Costs Year 2

Category	GF	NGF	GF	NGF
Projected Service Fees	\$93,390	\$5,708	\$95,725	\$5,851
VITA Infrastructure Changes	\$0	\$0	\$0	\$0
Estimated VITA Infrastructure	\$93,390	\$5,708	\$95,725	\$5,851
Specialized Infrastructure	\$0	\$0	\$0	\$0
Agency IT Staff	\$23,827	\$0	\$23,827	\$0
Non-agency IT Staff	\$0	\$0	\$0	\$0
Cloud Computing Service	\$0	\$0	\$0	\$0
Other Application Costs	\$17,327	\$0	\$10,793	\$0
Total	\$134,544	\$5,708	\$130,345	\$5,851

Proposed IT Investments

Costs Year 1

Costs Year 2

Category	GF	NGF	GF	NGF
Major IT Projects	\$0	\$0	\$0	\$0
Non-Major IT Projects	\$0	\$0	\$0	\$0
Agency-Level IT Projects	\$0	\$0	\$0	\$0
Major Stand Alone IT Procurements	\$0	\$0	\$0	\$0
Non-Major Stand Alone IT Procurements	\$0	\$0	\$0	\$0
Agency-Level Stand Alone IT Procurements	\$13,990	\$0	\$0	\$0
Total	\$13,990	\$0	\$0	\$0

Projected Total IT Budget

Costs Year 1

Costs Year 2

Category	GF	NGF	GF	NGF	Total Costs
Current IT Services	\$134,544	\$5,708	\$130,345	\$5,851	\$276,448
Proposed IT Investments	\$13,990	\$0	\$0	\$0	\$13,990
Total	\$148,534	\$5,708	\$130,345	\$5,851	\$290,438

Report Title: Business Requirements For Technology

Agency: Virginia Museum of Natural History (VMNH)

Date: 12/17/2014

Blackbaud Hosting BReT	
BRT Type:	
Date Submitted:	
FunctionalArea:	
Mandate:	No
Mission Critical:	Yes
Technology Trends:	
Description:	
Moving the database to the vendor for hosting	

Blackbaud License and Maintenance BReT	
BRT Type:	
Date Submitted:	10/17/2014
FunctionalArea:	
Mandate:	No
Mission Critical:	Yes
Technology Trends:	
Description:	
Yearly license/maintenance renewals for Blackbaud at \$4,219.79.	

Broadband Internet for ERCS BReT	
BRT Type:	
Date Submitted:	10/17/2014
FunctionalArea:	
Mandate:	No
Mission Critical:	Yes
Technology Trends:	
Description:	
Monthly fee to ISP for broadband internet service for the Commonwealth of Virginia's ERCS network at \$94.85	

Compliance SQL Server BReT	
BRT Type:	
Date Submitted:	10/17/2014
FunctionalArea:	
Mandate:	Yes
Mission Critical:	Yes
Technology Trends:	
Description:	
Our server is going to be replaced with a virtual server at CESC running 2012 and SQL 2012.	

Compliance with Commonwealth Risk BReT	
BRT Type:	
Date Submitted:	10/1/2014
FunctionalArea:	
Mandate:	Yes
Mission Critical:	No
Technology Trends:	
Description:	
<p>VMNH has been working with Bob Auton, Commonwealth Security's Small Agency ISO and have prepared the required documentation for VMNH's Risk Management Program to ensure compliance with the SEC-520 "Risk Management Standard." On October 1, 2014 VMNH submitted their Business Impact Analysis, Risk Assessments, Risk Treatment Plans, and Risk Assessment Plan, to Commonwealth Security for review. The Risk Management Unit with VITA's Commonwealth Security is currently in the process of reviewing the Risk Management Program documentation.</p>	

Compliance with Commonwealth Security BReT	
BRT Type:	
Date Submitted:	10/16/2014
FunctionalArea:	
Mandate:	Yes
Mission Critical:	No
Technology Trends:	
Description:	
<p>VMNH has volunteered to participate in the VITA, Commonwealth Security, Small Agency Audit Assistance Program. VMNH plans to obtain the audit services if they are affordable once Bob Auton, Small Agency ISO with VITA's Commonwealth Security communicates to VMNH that the program is up and running. On October 16, 2014 VMNH submitted their revised IT Security Audit Plan to Commonwealth Security for review. The Security Governance Unit with VITA's Commonwealth Security has approved VMNH's IT Security Audit Plan.</p>	

HVAC BReT	
BRT Type:	
Date Submitted:	9/19/2014
FunctionalArea:	
Mandate:	No
Mission Critical:	Yes
Technology Trends:	
Description:	
<p>The current HVAC system/program only works with outdated JAVA software (WEBtalk 2.1 requires the Sun J2RE Runtime Environment plug-in version 5). The current HVAC program would have to be upgraded to the current version to be able to use current JAVA. There are two computers that are running XP for this system and the updated HVAC software will not run on that OS. These two computers will need to be updated to a current version of operating system (7 or 8) or replaced with newer computers that will run the new software.</p>	

ReDiscovery Upgrade BReT	
BRT Type:	
Date Submitted:	9/19/2014
FunctionalArea:	
Mandate:	Yes
Mission Critical:	Yes
Technology Trends:	
Description:	
Update the application to the current version	

Visix Electronic Bulletin Board BReT	
BRT Type:	
Date Submitted:	9/19/2014
FunctionalArea:	
Mandate:	No
Mission Critical:	No
Technology Trends:	

Description:

Update the existing outdated XP system to newer computers and software and maintenance agreement to keep it updated

WeatherBug BRnT**BRT Type:****Date Submitted:** 9/19/2014**FunctionalArea:****Mandate:** No**Mission Critical:** No**Technology Trends:****Description:**

Update/upgrade WeatherBug system with the new one that has lightning detection and upgrade the weather webcam to a new IP cam to do away with the aging computer that runs the old camera

Report Title: Appendix A 14 - 16 Report

Agency: Virginia Museum of Natural History (VMNH)

Date: 12/17/2014

Agency Head Approval:

No

There are no Category 1, 2, or 3 IT Projects and no Budget Category: Major IT Projects for this agency.

There are no Category 4 IT Projects for this agency.

Report Title: Appendix A 14 - 16 Report

Agency: Virginia Museum of Natural History (VMNH)

Date: 12/17/2014

Agency Head Approval:

No

There are no major procurements for this agency.

There are no non-major procurements for this agency.