

Agency IT Strategic Plan

Secretariat: Public Safety

Agency Code: 799

Agency: Department of Corrections

Agency IT Strategic Plan

Agency IT Strategic Plan

Secretariat: Public Safety
Agency: Department of Corrections

Agency Code: 799

Agency Profile & Strategic Direction

Agency Mission Statement:

The Department of Corrections enhances public safety by controlling and supervising sentenced offenders in a humane, cost-efficient manner, consistent with sound correctional principles and constitutional standards.

Agency IT Vision Statement:

The vision of the Center for Information Technologies is to implement, support and deploy statewide technology applications and infrastructure needed by the Department to achieve its mandated requirements and operational functions in a manner that improves information availability, accuracy and timeliness while augmenting operational productivity.

Total Employees: 12,531

Total IT Employees: 53

Project Selection Criteria: Projects are selected by mandates (Appropriations Act) or those deemed mission critical by the Executive Staff.

Business Case Development: Business case development uses PMI standard processes.

Risk Assessment Methodologies: Risk Assessment Methodology is in accordance with PMI standards.

Prioritization Schema: Executive Decision, funds available, criticality of the project to agency operations

Agency IT Strategic Plan

Secretariat: Public Safety

Agency Code: 799

Agency: Department of Corrections

Core Business Activities:

Core Business Activity Title	Core Business Activity Description	Core Business Activity Sub-Function Title	Core Business Activity Sub-Function Description
MANUFACTURING AND MERCANTILE SERVICES	Efforts to manage and operate production and commodity activities.	Vending Facilities, Snack Bars, and Cafeterias	Efforts to provide food services.
CRIME DETERRENCE, SUPPRESSION AND CONTROL	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Criminal Justice Training, Education, and Standards	Efforts to provide training and education and to establish standards in order to support the criminal justice system.
CONFINEMENT AND COMMUNITY CUSTODY	Efforts to protect the public from illegal behavior of an offender until such time as the offender is believed rehabilitated, either in secure confinement or in community custody, and is released.	Confinement and Custody Research, Planning, and Coordination	Efforts to provide research, planning, and coordination for state confinement and community custody.
CONFINEMENT AND COMMUNITY CUSTODY	Efforts to protect the public from illegal behavior of an offender until such time as the offender is believed rehabilitated, either in secure confinement or in community custody, and is released.	Administrative and Support Services	Efforts to provide overall administrative and logistical support services.

Agency IT Strategic Plan

Secretariat: Public Safety

Agency Code: 799

Agency: Department of Corrections

Key Customers Associated With Each Core Business Activity :

Core Business Activity Title	Core Business Activity Description	Core Business Activity Sub-Function Title	Core Business Activity Sub-Function Description
CRIME DETERRENCE, SUPPRESSION AND CONTROL Key Customers All	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Criminal Justice Training, Education, and Standards	Efforts to provide training and education and to establish standards in order to support the criminal justice system.
CONFINEMENT AND COMMUNITY CUSTODY Key Customers All	Efforts to protect the public from illegal behavior of an offender until such time as the offender is believed rehabilitated, either in secure confinement or in community custody, and is released.	Confinement and Custody Research, Planning, and Coordination	Efforts to provide research, planning, and coordination for state confinement and community custody.
CONFINEMENT AND COMMUNITY CUSTODY Key Customers All	Efforts to protect the public from illegal behavior of an offender until such time as the offender is believed rehabilitated, either in secure confinement or in community custody, and is released.	Administrative and Support Services	Efforts to provide overall administrative and logistical support services.

Agency IT Strategic Plan

Secretariat: Public Safety

Agency Code: 799

Agency: Department of Corrections

MANUFACTURING AND MERCANTILE SERVICES Key Customers All State Agencies	Efforts to manage and operate production and commodity activities.	Vending Facilities, Snack Bars, and Cafeterias	Efforts to provide food services.
--	--	--	--------------------------------------

Agency IT Strategic Plan

Secretariat: Public Safety
 Agency: Department of Corrections

Agency Code: 799

Key Activities and Associated Outcomes:

<u>Key Activity</u>	<u>Associated Outcome</u>
Administrative Support	Assure effective levels of management are provided at institutions, regional offices, and district offices.
Administrative Support- Community	Provide for public safety by thoroughly assessing offenders prior to release and by effectively processing offenders charged with violations.
Agribusiness	Provide inmate employment activities and assist the agency in self sufficiency for food production
Architecture and Engineering	Assure all facilities are provided with design, construction, and maintenance services.
Cafeteria- Academy for Staff Development	Assure food service at the Academy for Staff Development
Center for Information Technologies	Assure adequate information technology services are provided to the agency.
Classification and Records	Assure offenders receive appropriate confinement to protect the public, staff and offenders.
Community Adult Residential Treatment	Provide for public safety by placing offenders released from prison with transitional release services.
Community General Offender Supervision	Surveillance, supervision and services to offenders to enhance public safety
Controller's Office	Assure adequate financial management and utilization of resources
Day Reporting Centers and Drug Court Programs	Provide public safety through maximum supervision and surveillance of offenders in the community.
Employee Relations	Assure all personnel related functions are provided to the agency.
Food Service	Assure mandated dietary standards are met.
General Management and Direction	Assure adequate top management oversight of agency operations.
Instruction and Logistical Support for Academy for Staff Development	Certified trained staff to ensure public safety Mandated training requirements delivered to provide public safety

Agency IT Strategic Plan

Secretariat: Public Safety

Agency Code: 799

Agency: Department of Corrections

Intensive Supervision	Ensure public safety by maximizing supervision, services and surveillance of offenders in the community.
Laundry and Linen	Assure all facilities have laundry and linen services
Local Jail Construction Reimbursement	Provide public safety by ensuring funding for local jail projects.
Medical and Dental Treatment	Assure mandated medical and dental services are provided.
Physical Plant Services	Assure safe and efficient operations of all facilities
Power Plant	Assure required power needs are met in all facilities
Reception Services	Assess risk and services needed for inmates to protect the public, staff and inmates.
Recreation Services	Assure recreational services are adequately provided in all facilities.
Research and Planning	Provide for public safety through an up to date Master Plan, research and evaluation of programs and operations.
Security Services	Protect public, staff and offenders
Treatment-Mental Health	Provide mental health services during confinement to protect the public, staff and inmates. Provide mental health services to offenders in the community to protect the public.
Treatment-Substance Abuse and Sex Offender	Provide public safety by offering substance abuse services to offenders.
Virginia Correctional Enterprises	Provide inmate employment opportunities and provide commodities to state and local government
Water Filtration and Sanitation	Provide water and sanitation for all facilities

Agency IT Strategic Plan

Secretariat: Public Safety

Agency Code: 799

Agency: Department of Corrections

Major IT Projects

Approved for Preliminary Planning — The following project(s) scheduled for initiation in the 2004-2006 Budget Biennium is (are) approved for inclusion in your IT Strategic Plan. A project proposal must be submitted to the CIO before the project(s) will be considered for planning approval. Procurements in support of the project(s) are not approved for submission to the VITA Project Management Division (PMD) for execution until the project has been Approved for Planning by the CIO. For detailed instructions refer to the Interim Procedures for the Initiation and Approval of Major and Non-major Information Technology Projects.

<http://www.vita.virginia.gov/projects/cpm/cpmDocs/projectInitInterimProcs030903.doc>

There are no major projects approved for preliminary planning.

Approved for Planning — The following project(s) scheduled for initiation in the 2004-2006 Budget Biennium is (are) approved for planning. This approval constitutes authorization to undertake the planning necessary to complete a detailed project proposal and project charter for consideration by the Secretariat Oversight Committee and the CIO. Projects "Approved for Planning" must be formally approved for development by the Commonwealth IT Investment Board prior to beginning Phase 3 of the project lifecycle (Project Planning) and execution as defined in the Commonwealth Project Management Guideline. Procurements in support of developing the detailed project proposal and charter are approved for submission to the VITA Project Management Division (PMD) for execution, in accordance with PMD procedures. For detailed instructions refer to the Interim Procedures for the Initiation and Approval of Major and Non-major Information Technology Projects.

<http://www.vita.virginia.gov/projects/cpm/cpmDocs/projectInitInterimProcs030903.doc>

Project Formal Title	Planned Start Date	Planned Completion Date	Estimate At Completion
Offender Management System	07/01/2004	06/30/2006	\$17,000,000

Active Projects — The following project(s) are(is) scheduled to continue in the 2004-2006 Budget Biennium as an Active Project. All Active Projects must be tracked on the Commonwealth Information Technology Major Projects Dashboard and are subject to monthly review by the CIO. The CIO is authorized to assess progress of all Active Projects and recommend termination of a project to the Commonwealth IT Investment Board.

There are no major projects in the active projects category.

Collaboration Opportunity — The following project(s) is (are) designated as a Collaboration Opportunity. Your agency should consult with the other agencies listed on the corresponding collaboration report and evaluate whether collaboration between agencies on these projects is feasible. The results of your collaboration efforts and evaluation should be reported when the project is presented to the Commonwealth IT Investment Board for "Development Approval".

Public Safety

Projects associated with enhancing public safety are to work with the VITA Security Division, the Virginia Geographic Information Network (VGIN) Division of VITA, and the Secretariat of Public Safety to maximize benefits, coordinate efforts and interoperability, and to implement standards.

Offender Management System

Agency IT Strategic Plan

Secretariat: Public Safety

Agency Code: 799

Agency: Department of Corrections

Major IT Procurements

Approved Major IT Procurements - The following major procurements are approved for submission to the VITA Project Management Division (PMD) for execution in accordance with PMD procedures.

There are no approved major procurements.

Disapproved Major IT Procurements - The following major procurements are not approved for submission to the VITA Project Management Division (PMD). The agency should not take any action on the major procurements listed below.

There are no disapproved major procurements.

Agency IT Strategic Plan

Secretariat: Public Safety

Agency Code: 799

Agency: Department of Corrections

Non-major IT Projects

Approved for Planning— The following project(s) scheduled for initiation in the 2004-2006 Budget Biennium is (are) approved for planning. This approval constitutes authorization to undertake the planning necessary to complete a detailed project proposal and project charter for consideration by the CIO. Projects "Approved for Planning" must be formally approved for development by the CIO prior to beginning Phase 3 of the project lifecycle (Project Planning) and execution as defined in the Commonwealth Project Management Guideline. Procurements in support of developing the detailed project proposal and charter are approved for submission to the VITA Project Management Division (PMD) for execution, in accordance with PMD procedures. For detailed instructions refer to the Interim Procedures for the Initiation and Approval of Major and Non-major Information Technology Projects.

<http://www.vita.virginia.gov/projects/cpm/cpmDocs/projectInitInterimProcs030903.doc>

There are no non-major projects approved for planning.

Agency IT Strategic Plan

Secretariat: Public Safety

Agency Code: 799

Agency: Department of Corrections

Non-major IT Procurements

Approved Non-major IT Procurements - The following non-major procurements are approved for submission to the VITA Project Management Division (PMD) for execution in accordance with PMD procedures.

There are no approved non-major procurements.

Disapproved Non-major IT Procurements - The following non-major procurements are not approved for submission to the VITA Project Management Division (PMD). The agency should not take any action on the major procurements listed below.

There are no disapproved non-major procurements.