



WEST BASIN MUNICIPAL WATER DISTRICT
17140 S. Avalon Blvd., Suite 210
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AGENDA NO. II

DECEMBER 7, 2009 – Administration

Kwan (Chair), Smith

DECEMBER 28, 2009 – Board Meeting

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Submitted by: Margaret Moggia

Approved by: Rich Nagel

CONSENT CALENDAR

INFORMATION TECHNOLOGY MASTER PLAN REPORT

SUMMARY:

In March 2009, the Board approved Pacific Technology Inc. (PTI) to facilitate the development of an Information Technology (IT) Master Plan (Plan). The process included examining the current environment, establishing a strategic technology direction, and developing an implementation plan that effectively deploys IT solutions that supports West Basin Municipal Water District's (West Basin) mission and commitment statements. Senior managers played an active role setting the IT vision and goals, reviewing the findings and recommendations, and providing input into the process.

PTI conducted interviews with staff and contractors and reviewed expenditures to determine the strengths and opportunities of technology use at West Basin in the areas of IT decision making, IT service delivery, applications that support the core business functions, and technical infrastructure. Based on the above, PTI identified an estimated timeline and costs that support the following recommendations:

- Continue to outsource infrastructure services;
- Expand and better utilize West Basin's application portfolio such as adding a Document Management System and a Contact Management System to leverage automation gaps;
- Create two new IT positions - an IT coordinator/business analyst and a Geographic Information System (GIS) analyst to provide adequate support for the technical infrastructure;
- Leverage technology beyond the office through remote access, wireless technology and increase usage of laptops; and
- Develop and institute IT policies and procedures to support the appropriate use of enhanced technology.

Pacific Technology, Inc. presented highlights of the Plan at the Administration Committee on December 7, 2009. The Committee requested a page on Strategic Application Integration Architecture, see Exhibit "A".

STRATEGIC BUSINESS PLAN IMPLEMENTATION:

Goal 4: Sound Financial & Resources Management – West Basin is committed to efficient business operations, financial planning and asset management.

FISCAL IMPACTS:

Funds for the Plan are included in the Fiscal Year 2009-10 Finance and Support Services Budget.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This item was reviewed by the Administration Committee on December 7, 2009 and agendized to the December 28, 2009 Board meeting Consent Calendar.

RECOMMENDED MOTION:

This item is for information only.

LIST OF EXHIBITS:

Exhibit "A" – Strategic Application Integration Architecture

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