



Legislative Council Staff

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Memorandum

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TO: Joint Technology Committee

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SUBJECT: Overview of the Joint Technology Committee

Summary

This memorandum gives an overview of the Joint Technology Committee (JTC), including committee membership, powers and duties, and the committee's role in the budget process as related to capital information technology (IT) budget requests.

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Overview

Established in 2013, the JTC is a statutory committee of the Colorado General Assembly. The JTC is charged with a variety of statutory responsibilities, including oversight of the Governor's Office of Information Technology (OIT), prioritization of capital IT budget requests, and review of IT legislation. Annually, the JTC reports recommendations, prioritization, findings, and comments regarding capital IT budget requests to the Joint Budget Committee (JBC) for inclusion in the capital construction section of the state's annual budget bill.

Committee Operations

Pursuant to Section 2-3-1702, C.R.S., JTC committee members are appointed after the General Election, and before the convening of the General Assembly each year. The appointees may be current members or members-elect. Appointees to the JTC should have experience in the areas of IT, business analysis, or business process.

The JTC consists of six members appointed as follows:

- three members of the House of Representatives, two of whom are appointed by the Speaker of the House and one of whom is appointed by the House Minority Leader; and
- three members of the Senate, two of whom are appointed by the Senate President and one of whom is appointed by the Senate Minority Leader.

Chair and vice-chair. Once committee members are appointed, the committee is required to elect a chair and vice-chair, one from the House and one from the Senate. The chair and vice-chair serve in these roles for the first regular session of the General Assembly after they are elected and switch roles at the beginning of the second regular session.

The JTC may meet as often as necessary to perform its functions, but it is required to meet at least once a year to review the Governor's budget submissions related to capital IT. The JTC may meet during the legislative session and the interim.

IT Budget Process

State statute requires the JTC to study capital IT budget requests made by state agencies and institutions of higher education.

An "IT budget request" means a budget request from a state agency or state institution of higher education for the installation, development, or upgrade of IT, including the purchase of services from OIT. Pursuant to Joint Rule 45, the JTC is responsible for reviewing state agency capital IT budget requests with a total project cost that exceeds \$500,000, regardless of the source of funds, and higher education capital IT budget requests with a total state funded cost that exceeds \$500,000.

The JBC is responsible for reviewing IT budget requests that are operational, like funding for personnel, utilities, and program operations. The JBC may elect to refer any operational IT budget requests to the JTC for review.¹

Timeline. Each year, the executive branch must follow required deadlines for the submission, review, and prioritization of budget requests. Table 1 on the following page shows the executive branch budget request submission deadlines to the JTC.

¹Section 2-3-1704 (11)(b), C.R.S.

Table 1
Executive Branch Budget Submission Deadlines

Due Date	Description
October 1	State agencies and state institutions of higher education send capital IT budget requests to the JTC.
November 1	Executive branch sends prioritized list of capital IT budget requests to the JTC.
December 10	Executive branch sends supplemental and late capital IT budget requests to the JTC.

Source: Section 24-37-304 (1)(c.5)(I), C.R.S.

Table 2 shows the deadlines by which the JTC must send prioritized recommendations regarding capital IT budget requests to the JBC.

Table 2
JTC Budget Recommendation Deadlines

Due Date	Description
January 15	JTC submits supplemental capital IT budget request prioritization recommendations to the JBC.
February 15	JTC submits new capital IT budget request prioritization recommendations to the JBC for the upcoming fiscal year.

Source: Section 2-3-1704 (11)(a), C.R.S.

Interim supplemental requests. Throughout the interim, the JTC is also responsible for reviewing emergency supplemental capital IT budget requests submitted by the executive branch, and providing a recommendation regarding these requests to the JBC. Generally, meetings to review these requests are held prior to the JBC’s meetings to review the state revenue forecasts on June 20 and September 20.

Powers and Duties

Oversight duties. The JTC has oversight responsibilities for OIT. This oversight does not include interference with the general responsibilities of OIT, but the law directs OIT to assist the JTC as necessary to facilitate the committee’s oversight of OIT. JTC’s oversight of OIT includes, but is not limited to:

- a review of the state of IT;
- any general IT needs; and
- any anticipated short- or long-term IT changes for OIT.²

The JTC also oversees:

- the state’s Chief Information Security Officer and his or her duties;

²Section 2-3-1704 (1), C.R.S.

- the General Government Computer Center; and
- state agencies regarding any IT purchased or implemented that is not managed or approved through OIT.³

In addition to the JTC’s oversight responsibilities, the committee is authorized to review the actions of the Statewide Internet Portal Authority (SIPA), which manages the statewide internet portal.⁴

IT legislation. The committee must review any legislative measure that is determined by the Speaker, the President, or the JTC to deal with IT, data privacy, or cybersecurity.⁵ The committee is authorized to make advisory recommendations about such measures. The JTC may also recommend new legislation related to the committee’s charge if a majority of the committee supports it.⁶ These bills do not count toward a member’s five-bill limit.

Reporting requirements. The JTC is required to submit an annual report on the committee's findings and recommendations to the JBC.⁷ The report may include:

- legislation recommended by the committee;
- any recommendations based on the committee’s statutory oversight; and
- the status of IT budget requests that were previously approved for incremental implementation over a period exceeding one year.

Advisory Role

The JTC has a number of advisory roles and can request a variety of information and presentations from various sources.

After the passage of [Senate Bill 17-304](#), the committee is authorized to request information and presentations regarding data privacy, data collection and retention, access to data, and cybersecurity within state agencies. In addition, the committee may coordinate presentations with the Colorado Cybersecurity Council created within the Department of Public Safety.⁸

Upon request of the JTC, executive branch agencies, the Judicial Department, and the departments of Law, State, and Treasury are required to make available to the committee any data, reports, or information necessary for the performance of the committee's duties.⁹

The Government Data Advisory Board advises the State Chief Information Officer on activities and policies related to the interdepartmental data protocol. A member from the legislative branch must be jointly appointed to the Government Data Advisory Board by the Speaker and the President. If a vacancy arises for the legislative branch position, such vacancy must be filled by a member of the JTC.

³Section 2-3-1704 (2), (3), and (4), C.R.S.

⁴Section 2-3-1704 (5), C.R.S.

⁵Section 2-3-1704 (8), C.R.S.

⁶Section 2-3-1704 (9)(a), C.R.S.

⁷Section 2-3-1704 (9), C.R.S.

⁸Section 2-3-1704 (6.5), C.R.S.

⁹Section 2-3-1704 (10), C.R.S.

The JTC is responsible for reviewing the Government Advisory Board prior to its repeal date of July 1, 2024.¹⁰

The General Assembly must create an information security plan that supports the operations of the General Assembly. Legislative service agency directors are required to maintain an information security plan and keep the JTC advised of the plan.¹¹

Reports and Audits to the JTC

A number of state departments and organizations are required to report to the JTC about various activities.

Annual reports received from OIT. OIT is required to send several reports to the JTC annually. These include:

- *Technology asset inventory.* OIT must submit an annual report about the office's asset inventory and the refresh cycle;¹²
- *Public Safety Communications Trust Fund.* OIT's Chief Information Officer must keep a record of all activities related to the Public Safety Communications Trust Fund, which is to be primarily used for the acquisition and maintenance of public safety communication systems. This information must be submitted to the JTC annually;¹³ and
- *Statewide Information Technology Plan.* OIT's Chief Information Officer must update and submit the Statewide Information Technology Plan, which includes a four-year planning process and plan for the acquisition, management, and use of IT across the state, to the JTC annually.¹⁴

Other annual reports. In addition to the annual reports received from OIT, the JTC receives reports from several other agencies. Including:

- *State agency annual reports.* Executive branch agencies, the Judicial Department, and the departments of Law, State, and Treasury are encouraged to submit their annual reports on technology purchases to the JTC;¹⁵
- *Statewide Internet Portal Authority.* SIPA is required to submit an annual report to the JTC that sets forth a complete and detailed operating and financial statement of SIPA during the relevant fiscal year. The report must also include any recommendations for legislation or other action that may be necessary to carry out the functions of SIPA;¹⁶ and

¹⁰Section 24-37.5-703, C.R.S.

¹¹Section 24-37.5-404.7 (3), C.R.S.

¹²Section 24-37.5-801, C.R.S.

¹³Section 24-37.5-506 (6), C.R.S.

¹⁴Section 24-37.5-106 (1)(a), C.R.S.

¹⁵Section 2-3-1704 (7), C.R.S.

¹⁶Section 24-37.7-113.5, C.R.S.

- **Government Data Advisory Board.** The Government Data Advisory Board is required to submit an annual report to the JTC concerning the board's activities.¹⁷

One-time reports and audits to be received. The JTC is scheduled to receive several one-time reports and audits, including:

- **Distributed ledger or blockchain implementations report.** [Senate Bill 18-086](#) added a requirement that OIT submit a report to the JTC that provides recommendations for distributed ledger or blockchain implementations, including potential use cases, inside of state technology solutions;¹⁸
- **Medicaid client correspondence audit.** Beginning in 2020, the JTC will be responsible for reviewing a periodic audit of the Department of Health Care Policy and Financing's Medicaid client correspondence.¹⁹ The results of this audit will be submitted to the JTC before December 30, 2020 and December 30, 2023.
- **State IT resources evaluation.** [House Bill 17-1361](#) requires the Office of the State Auditor to retain a qualified, independent third-party consulting firm to perform an evaluation of state agency IT resources. The evaluation report was submitted to the JTC in December 2018, and included several recommendations;²⁰ and
- **Procurement Process for HRWorks Audit.** [House Bill 18-1421](#) requires the consulting firm retained pursuant to HB 17-1361 to review and evaluate the procurement process for the human resources information system, known as HRWorks. The audit report must be submitted to the JTC by June 30, 2019. Following the receipt of the report, the JTC must then meet to discuss the implementation of any recommendations.²¹

¹⁷Section 24-37.5-703 (6), C.R.S.

¹⁸Section 24-37.5-105 (14), C.R.S.

¹⁹Section 25.5-4-213, C.R.S.

²⁰A copy of the full evaluation report can be found here: <https://leg.colorado.gov/audits/hb17-1361-evaluation-report-evaluation-state-it-resources>.

²¹Section 24-37.5-803 (5.5), C.R.S.