

## **FAQ'S – IT CONSOLIDATION OCIO and CODE AGENCIES**

**1. What is the reason for the IT centralization?**

*The reason for the IT centralization is to improve technology services by leveraging talent and resources.*

**2. When will the centralization occur?**

*The OCIO will take an opportunity to fully review and analyze the current delivery of IT services across all state agencies. This will allow for centralization of our IT service model in phases throughout the remainder of 2016. As a reminder not all IT positions are transitioning to the OCIO.*

**3. Why are IT classified employees being asked to complete a function inventory?**

*The function inventory will allow leadership to gain insight into the different types of IT and non-IT work currently being performed within the IT classified positions.*

**4. What will the impact be to IT classified positions within the agencies?**

*The function inventory will provide important information on opportunities to better streamline support to our customers. Once this process has been completed, each agency and the OCIO will have better insight into the technical needs of each agency. IT classified positions that support agency specific technology will remain in the agency. The centralization does not mean all IT positions are transitioning to the OCIO.*

**5. What does re-deploy and re-skill mean?**

*Once the function inventory is complete, there will be more insight into the technology needs within code agencies and the OCIO. There may be training opportunities and/or additional opportunities in your agency or other agencies that may require the movement of individuals with the skills or willingness to learn the required skills necessary.*

**6. Will there be elimination of jobs/positions?**

*Our goal is to not eliminate jobs, however, we are still in the process of determining the end state of the OCIO organization, assessing the needs of each agency, and the overall state-wide needs.*

**7. Are all IT employees being asked to complete the survey?**

*All IT classified individuals are being asked to complete the inventory.*

**8. Does the OCIO staff also have to fill out the function inventory?**

*Yes.*

**9. The e-mail stated to indicate your interest in redeployment and reskilling. Does that mean if people are not willing to do this then they might be out of a job?**

*If an IT function is no longer needed at the agency location, we may have opportunities to redeploy these positions to other agencies that need IT resources. A parallel option is to reskill those individuals as appropriate to fill vacant critical positions elsewhere.*

**10. If you have a person retiring within the next few months, will that position be put on hold or will we be allowed to fill it?**

*We will be reviewing each vacancy on a case by case basis to determine if the position will be refilled.*

**11. Have development positions been able to post?**

*Yes, however we will only be posting these positions internally.*

**12. How soon are we going to update everyone again?**

*As soon as we've had an opportunity to thoroughly review and analyze the survey results.*

**13. We have a number of contractors on staff that help us with our project workload. Will they be impacted by this review? Will there be a separate review at a later time?**

*We are still determining through the function inventory what our future state will be and this includes how we leverage our current contractor workforce.*

**14. Will this review result in reclassification of jobs?**

*There is a possibility that upon review by State Personnel that some roles may be reclassified. We will follow the regular process of determining the classification of a role as this project progresses.*

**15. Will this review result in new job descriptions?**

*IT job descriptions will be reviewed, updated, and modernized at a later date.*

**16. Is the union aware of this and do they have any input?**

*The union has been engaged and made aware of our plans.*

**17. Will our agency still have an IT Department or will they be under the OCIO?**

*This decision will be made on a case by case basis. Application Development and Support will remain for agency specific IT functions.*

**18. If we are going to be assisting other agencies will we be under the OCIO or will we still be a part of our agency?**

*If you are part of the groups previously mentioned: Network, Infrastructure or desktop support - your position will be transferred to the OCIO. However, you may still be physically located in your current work site.*

19. **In the e-mail that was sent it states that all agency specific IT functions will remain within our agency, such as application development, support, and help desk. Is there a list of what those agency specific IT functions are?**  
*This will be determined by the agency in conjunction with the OCIO.*
20. **Does the application development, support, and help desk staff still need to fill out the function inventory?**  
*Yes, all IT associates will be required to complete the inventory.*
21. **An example was given to us about providing support in remote locations around the state. We have done that a number of times, more in the past than recently. What has changed that we are no longer involved in these support roles in remote areas?**  
*This is a great example of why we are making this change and combining resources under a single structure. With singular direction we will ensure that support is consistent and efficient across all state agencies and facility locations.*
22. **When will the consolidation plan as formulated by OCIO/AS-HR be complete?**  
*We are targeting the end of the year.*
23. **If an employee marks yes to redeploy/reskill, will the employee be given a choice in the matter later in the process or will they be required to follow through with wherever the need is identified?**  
*We will work with each individual to identify the best fit.*
24. **For the functional inventory, if I put work samples in the “other” section, do I have to assign that section a percentage in order for it to be looked at?**  
*We will be reviewing all sections, but adding the percentage would assist us in better determining the breakdown of support.*
25. **The instructions seem to indicate that the subtask total should equal the overall functional area total, i.e., Business Analyst = 20%, therefore the subtasks should be a combination that added up to 20. However, we’ve also heard that some agencies have been told that the subtasks should equal 100%, i.e., Business Analyst = 20%, but the subtotals would be some combination that added up to 100.**  
*The subtasks should equal 100%.*