Per California Code of Regulations, title 2, section 548.5, the following information will be posted to CalHR's Career Executive Assignment Action Proposals website for 30 calendar days when departments propose new CEA concepts or major revisions to existing CEA concepts. Presence of the department-submitted CEA Action Proposal information on CalHR's website does not indicate CalHR support for the proposal.

A. GENERAL INFORMATION

1. Date	2. Department
05/16/2019	California Department of Technology

3. Organizational Placement (Division/Branch/Office Name)

Office of Enterprise Technology

4. CEA Position Title

Deputy Director, Statewide Enterprise Solutions

5. Summary of proposed position description and how it relates to the program's mission or purpose. (*2-3 sentences*)

The very nature of Digital Services are to improve public services through automation. The Deputy Director of Statewide Enterprise Solutions will bring together policy, program, and technology leaders across the state to accelerate the delivery of complex, mission critical, and time-sensitive digital projects that support the broader goals of the State's Vision 2020 strategic plan. The CEA will be key as the new Governor's administration establishes the new Office of Digital Innovation to transform how government services are delivered to the people of California, the California Department of Technology (CDT) will be called to support this new office through the establishment and operation of statewide digital services. The CEA will be responsible for the formulation, implementation and management of departmental digital services policy and programs that directly affect the public's accessibility and user experience. These programs have statewide impact and include open data, open source, and website standards.

6. Reports to: (*Class Title/Level*)

Chief Digital Innovation Officer, Exempt

7. Relationship with Department Director (*Select one*)

☑ Member of department's Executive Management Team, and has frequent contact with director on a wide range of department-wide issues.

☐ Not a member of department's Executive Management Team but has frequent contact with the Executive Management Team on policy issues.

(*Explain*):

8. Organizational Level (*Select one*)

☐ 1st ☐ 2nd ☑ 3rd ☐ 4th ☐ 5th (mega departments only - 17,001+ allocated positions)

B. SUMMARY OF REQUEST

9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

The CEA will be responsible for developing and enhancing innovative initiatives that will streamline and support greater efficiency in the delivery of government services. The CEA will be responsible for the formulation, implementation and ongoing policy and program management of statewide digital services. One of the CDT's primary strategic focus area is to transform how services are delivered to provide cost-effective, reliable and secure technology services to the citizens of California. The CEA will bring together policy, program, and technology leaders across the state to accelerate the delivery of complex, mission critical, and time-sensitive digital projects that support the broader goals of the State's Vision 2020 strategic plan. The CEA is also responsible for ensuring that digital services programs are sustainable, effectively managed and incorporate continuous improvement. These digital services include the State's Open Data program, CA.gov, innovate.ca.gov, code.ca.gov, and the State's official web template development.

The CEA will also support and collaborate with the Government Operations Agency's (GovOps) newly established Office of Digital Innovation. This team is working on number of initiatives that bring proven innovations to California state government. Their work includes maximizing the potential of Open Data, championing Performance Improvement, exploring technology trends like Blockchain, engaging the workforce and the public through innovation challenges, leveraging Open Source, leading through Digital Engagement and more.

Reporting to the Chief Digital Innovation Officer (Exempt), the CEA will be responsible for the formulation, implementation and ongoing policy and program management of statewide digital services.

B. SUMMARY OF REQUEST (continued)

10. How critical is the program's mission or purpose to the department's mission as a whole? Include a description of the degree to which the program is critical to the department's mission.

☑ Program is directly related to department's primary mission and is critical to achieving the department's goals.

☐ Program is indirectly related to department's primary mission.

☐ Program plays a supporting role in achieving department's mission (i.e., budget, personnel, other admin functions).

Description: This CEA position will provide organizational leadership and authorship on statewide technology policy and innovative initiatives including new technology research and review to ensure the alignment of technology vision with business strategy in order to drive digital services innovation statewide. The CEA will work closely with the Governor's Office as well as the GovOps and other partners across state government, to ensure California is moving to the prescribed objective as it relates to civic engagement, civic participation and as a more efficient interaction with citizens and their government.

The CEA will bring together policy, program, and technology leaders across the state to accelerate the delivery of complex, mission critical, and time-sensitive digital projects that support the broader goals of the State's Vision 2020 strategic plan. The CEA will also be key as the new Governor's administration establishes the new Office of Digital Innovation to transform how government services are delivered to the people of California, CDT will be called to support this new office through the establishment and operation of statewide digital services.

B. SUMMARY OF REQUEST (continued)

11. Describe what has changed that makes this request necessary. Explain how the change justifies the current request. Be specific and provide examples.

Over the past year, the CDT, under the leadership of GovOps, significantly expanded the state's digital services programs through various initiatives. CDT utilized leading practices around agile software development, business-centered architecture, cloud-based technologies, user-centered design, and the integration of information security, software development, and operations to deliver modern digital services. The CEA will be responsible for the ongoing program management of the following digital services programs implemented by CDT's Office of Enterprise Technology which include:

Open Data: Maintains and manages the State of California open platform and program in accordance with Government Code 6250-6270, Technology Letter 19-01, and State Administrative Manual Sections (SAM) 4819.2, 5160, 5160.1 and 5160.2. ODI provides training resources, data analysis and data visualization expertise to state departments, agencies, boards, and commissions.

Application Innovation and Development: Engages in multiple technology development initiatives that have statewide impact and must comply with Open Source and Code Reuse as cited in Government Code 11545 and 11546, SAM Sections 4819.2, 4984, 4984.1 and 4984.2 and Technology Letter 10-01. This focus area engages in application innovation and development, user experience feedback and and employ Agile/DevOps methodologies to ensure consistent and relevant delivery of digital products to citizens and government. ODI supports statewide policy and standards that range from open data and open source software and code development to web accessibility, drones and artificial intelligence.

Statewide Web Development: Maintains a strong leadership and technical role in California's collective web presence. ODI maintains CA.gov and a variety of Governor's Office sponsored websites. ODI also develops and maintains the state's official web template used by the majority of executive branch entities. These activities help to ensure a common brand for State of California websites and ensure accessibility and communication needs are being met via the web and are in compliance with the website standards as cited in Government Code Sections 11135 and 7405, SAM Sections 5190, 5190.1, and 5190.2, Statewide Information Management Manual (SIMM) Section 25, and Technology Letter 18-04. The CEA will also be responsible for creating statewide standards and guidelines to ensure compliance with AB 434, which requires departments by July 1, 2019 to post on their website a certification on their state entity website's accessibility.

California Geographic Information Systems Program: The Deputy Director will be facilitate and develop policy and standards that directly impact and interface with California's Geographic Information Systems Program. This is a unique program in California government that provided infrastructure and support to multitude of state government offices, and provides a vital resource of information development and discovery to a worldwide audience through the State of California Geoportal. The State of California Geoportal is a platform that manages access to vast amounts of geospatial datasets from across state government. It currently provides access to over 3500 unique datasets that are accessed by a wide audience of users. The California Geographic Information Systems Program also provides a service offering that delivers infrastructure and tools for state government to benefit from the use of Geographic Information Systems (GIS). This is facilitated through a service offering and rate structure that was established in 2013.

Statewide Domain Name Service (DNS) Program and Registry: The Deputy Director will have oversight and purview to develop and update policy, standards and guidelines as they related to administering the state's DNS service. The California Department of Technology is the primary authority for the CA.GOV and STATE.CA.US domains, administering and maintaining the DNS for state and local government entities (e.g., city, county, police or fire department, reclamation, water district, etc.) operating within the State of California. The Deputy Director will also facilitate coordination between government entities to ensure compliance with web guidelines established by the federal government as they relate to DNS administration in California.

ODI also develops and oversees the curriculum for the Digital Service Innovation Academy. The Digital Services Innovation Academy (DSIA) is a 10-week program designed to introduce the tools and skills required to transform a business problem from concept to product using design and development principles found in modern digital service development. Course topics include UI/UX, Human Centered Design, Dev Ops, and Data Visualization.

C. ROLE IN POLICY INFLUENCE

12. Provide 3-5 specific examples of policy areas over which the CEA position will be the principle policy maker. Each example should cite a policy that would have an identifiable impact. Include a description of the statewide impact of the assigned program.

This CEA will be responsible for formulating, implementing, and updating various policies to support digital innovation in the State of California. The CEA will research and develop polices listed below to improve how state government applies innovative solutions to meet the public's evolving needs, enrich customer experiences, and improve critical technological applications.

California Open Data Policy - This policy encourages departments to share data in standard and accessible formats and make data available for public consumption. To support this policy and in accordance with Government Code 6250-6270, Technology Letter 19-01, and SAM Sections 4819.2, 5160, 5160.1 and 5160.2, the data.ca.gov program was implemented to serve as a repository of state-collected public-accessible data. This program is intended to expand transparency and encourage innovation through greater access to government data.

Open Source and Code Reuse Policy - This policy broadens access to custom-developed code for reuse across state government in a consistent manner. To support this policy and in compliance with the website standards as cited in Government Code Sections 11135 and 7405, SAM Sections 5190, 5190.1, and 5190.2, SIMM Section 25, and Technology Letter 18-04, the code.ca.gov program was implemented to serve as California's central repository for open source code produced by state entities and partners. This program is intended to decrease duplicative software development and encourage the development and deployment of cost-effective and efficient software solutions. New policy will be developed to support artificial intelligence and block chain emerging technology. The artificial intelligence policy will provide guidance statewide regarding the requirements and elements of security to ensure compliance with federal and state laws. The block chain policy will be developed to ensure secure and efficient enterprise architecture and cyber security implementation.

Web Standards Policy - This policy establishes standards to strengthen the security, usability, accessibility and quality of state websites. To support this policy and in compliance with Government Code Sections 1135 and 7405 SAM Sections 5190, 5190.1 and 5190.2, SIMM Section 25, the CA.gov program was implemented to serve as the standard template for state government websites and was recently redesigned to provide state entities a consistent method to display their services across all websites within the CA.gov domain. This program will also addresses web accessibility requirements while balancing a common and practical approach to sharing information with the public.

California State Innovation Lab - This program (innovate.ca.gov) serves as a collaborative environment for state government staff to build, test, and deploy open source web applications that may be deployed in creative ways to address the public's needs. Policy will be developed and updated to ensure sound policy and usage standards around the use of open source technology within the state's open source cloud environment.

California Geographic Information Systems Program:The Deputy Director will facilitate, develop, and update policy and standards that directly impact and interface with California's Geographic Information Systems Program to comply with Government Code Section 11545, SAM Sections 4819.31.6 and 4906, SIMM Sections 58, 60, 110, and 158, and IT Policy Letters 09-03 and 10-15. This is a unique program in California government that provided infrastructure and support to multitude of state government offices, and provides a vital resource of information development and discovery to a worldwide audience through the State of California Geoportal. The State of California Geoportal is a platform that manages access to vast amounts of geospatial datasets from across state government. It currently provides access to over 3500 unique datasets that are accessed by a wide audience of users. The California Geographic Information Systems Program also provides a service offering that delivers infrastructure and tools for state government to benefit from the use of GIS. This is facilitated through a service offering and rate structure that was established in 2013.

Statewide DNS Program and Registry: The Deputy Director will have oversight and purview to develop and update policy, standards and guidelines as they relate to administering the state's DNS service and to comply with Internet Domain Name Taxonomy Government Code Section 11546 41, Code of Federal Regulations Part102-173, SAM Sections 4819.2, 5195, 5195.1, and 5195.2, SIMM Section 40A, and Technology Letter 17-05. The CDT is the primary authority for the CA.GOV and STATE.CA.US domains, administering and maintaining the DNS for state and local government entities (e.g., city, county, police or fire department, reclamation, water district, etc.) operating within the State of California. The Deputy Director also will facilitate coordination between government entities to ensure compliance with web guidelines established by the federal government as they relate to DNS administration in California.

Enterprise Human Resources (EntHR) - This strategy, established in collaboration with the California Department of Human Resources (CalHR) and the State Controller's Office, is intended to modernize statewide Human Resource processes through a shared approach to addressing technology needs, such as standardized data sets and a central data repository.

C. ROLE IN POLICY INFLUENCE (continued)

13. What is the CEA position's scope and nature of decision-making authority?

The scope and authority of the CEA will be statewide in nature. The CEA will provide organizational leadership and authorship on statewide technology policy and innovation initiatives including new technology research and review, ensuring the alignment of technology vision with business strategy, and driving technology innovation throughout CDT and the State of California. The CEA is responsible for tracking new technology developments in areas of interest to the department and the state. The CEA will also works closely with allied disciplines and partners across local, state, and federal communities to ensure the digital service needs of Californians are being met. The CEA will work closely with the Governor's Office as well as the GovOps agency and other partners across state government, to ensure California is moving to prescribed objective as they relate to civic engagement, civic participation and as better more efficient interaction with citizens and their government. The CEA will work closely with the Chief Digital Innovation Officer to ensure that the defined strategic and tactical direction of the collective state IT program, is in alignment with the Vision 2020. The CEA will have a substantial responsibility in ensuring that the goals established in Vision 2020 will be met according.

14. Will the CEA position be developing and implementing new policy, or interpreting and implementing existing policy? How?

The CEA will be responsible for the creation, development, and implementation of statewide policies for strategic IT solutions in the areas of statewide implementations for Open Data Platform, Open Source technology, and Statewide External Web Development. As part of this responsibility, the CEA will author new policy directives, and review and refresh existing policy that resides within the CEA's influence. The CEA will also have the responsibility of implementing existing policy that is currently being leveraged and used by the State of California.

The CEA will execute the implementation and interpretation of policy by communicating and collaborating with the statewide agency information officers and chief information officers of the various organizations that will be impacted by the development of new and existing policies. The CEA will coordinated policy development that will support the strategic IT direction defined and outlined in the State's Vision 2020 strategic plan.