



Information Technology Integration: Memoranda of Agreement

Executive Summary

The 2003 General Assembly enacted legislation to consolidate information technology infrastructure and create the Virginia Information Technologies Agency (VITA). The legislation called for an 18-month transition of IT infrastructure and support staff from 90 Executive branch agencies. VITA executed a Memorandum of Agreement with each agency, detailing which assets and staff would transfer to VITA, service levels, and mechanisms available to agencies with concerns about services provided by VITA.

Background

Through the enactment of Chapters 981 (House Bill 1926) and 1021 (Senate Bill 1247) of the 2003 Acts of Assembly, Virginia has made significant strides in the reform of the management of information technology (IT) in state government, including the creation of the Virginia Information Technologies Agency (VITA). VITA is responsible for managing and delivering IT solutions and services across state government as the IT “utility” for the Commonwealth.

The legislation called for an 18-month transition of IT infrastructure and the staff who supports it from 90 executive branch agencies to VITA, as follows:

- On or before January 1, 2004, agencies with fewer than 100 employees (small agencies).
- On or before July 1, 2004, agencies with 100 to 400 employees (medium agencies).
- On or before January 1, 2005, agencies with more than 400 employees (large agencies).

VITA developed and executed agreements with each agency that governed the transition and ongoing service provision. Each agreement was negotiated between the agency and VITA, and includes detailed information on the equipment and positions that transferred from the agency to VITA.

The following chart illustrates the agencies, grouped by Secretariat, which executed the attached agreements to transition equipment and staff to VITA over the 18 month integration period and their effective transition date.

Executive Agencies In Scope to VITA Support & Services

January 1, 2005

Administration

Agency #	Agency Name	Transition Date
173	Department of Charitable Gaming	10/6/2003
157	Compensation Board	12/31/2003
132	State Board of Elections	9/24/2003
962	Department of Employee Dispute Resolution	9/30/2003
170	Council on Human Rights	10/15/2003
912	Department of Veterans Services	7/1/2004
-2	Board of Trustees, Virginia War Memorial	12/31/2003
129	Department of Human Resource Management	7/1/2004
194	Department of General Services	11/25/2004

Agriculture & Forestry

411	Department of Forestry	7/1/2004
301	Virginia Department of Agriculture & Consumer Services	10/25/2004

Commerce and Trade

226	Board of Accountancy	3/1/2004
325	Department of Business Assistance	12/1/2003
Agency #	Agency Name	Transition Date
310	Virginia Economic Development Partnership	7/1/2004
232	Department of Minority Business Enterprise	11/14/2003
405	Virginia Racing Commission	12/31/2003
320	Virginia Tourism Corporation *	7/1/2004
165	Department of Housing & Community Development	7/1/2004
181	Department of Labor & Industry	7/1/2004
409	Department of Mines, Minerals & Energy	7/1/2004
222	Department of Professional & Occupational Regulation	7/1/2004
182	Virginia Employment Commission	11/25/2004

Education

148	Virginia Commission for the Arts	12/31/2003
245	State Council of Higher Education for Virginia	10/13/2003
239	Frontier Culture Museum of Virginia	9/22/2003
417	Gunston Hall	12/31/2003
219	Virginia School for the Deaf & Blind & Multi-Disabled at Hampton	7/1/2004
218	Virginia School for the Deaf and the Blind – Staunton	7/1/2004
201	Department of Education	7/1/2004
425	Jamestown-Yorktown Foundation	7/1/2004
202	The Library of Virginia	7/1/2004
238	Virginia Museum of Fine Arts	7/1/2004
146	The Science Museum of Virginia	7/1/2004

Executive

121	Office of the Governor	7/1/2003
180	Office of the Secretary of Administration	7/1/2003
192	Office of the Secretary of Commerce and Trade	7/1/2003
166	Office of the Secretary of the Commonwealth	7/1/2003

185	Office of the Secretary of Education	7/1/2003
190	Office of the Secretary of Finance	7/1/2003
188	Office of the Secretary of Health and Human Resources	7/1/2003
183	Office of the Secretary of Natural Resources	7/1/2003
187	Office of the Secretary of Public Safety	7/1/2003
184	Office of the Secretary of Technology	7/1/2003
186	Office of the Secretary of Transportation	7/1/2003

Finance

122	Department of Planning & Budget	12/31/2003
151	Department of Accounts	7/1/2004
152	Department of the Treasury	7/1/2004
161	Department of Taxation	11/25/2004

Health and Human Resources

163	Department for the Aging *	9/25/2004
200	Comprehensive Services for At-Risk Youth and Families *	9/25/2004
751	Department for the Deaf & Hard of Hearing *	11/25/2004
606	Virginia Board for People with Disabilities *	11/25/2004
702	Virginia Department for the Blind and Vision Impaired *	11/25/2004
223	Department of Health Professions	7/1/2004
602	Department of Medical Assistance Services	7/1/2004
601	Virginia Department of Health	9/25/2004

Agency #	Agency Name	Transition Date
720	Department of Mental Health, Mental Retardation & Substance Abuse Services	9/25/2004
262	Department of Rehabilitative Services	11/25/2004
765	Department of Social Services	9/25/2004

Independent

175	Virginia Office for Protection and Advocacy *	11/25/2004
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Natural Resources

319	Chippokes Plantation Farm Foundation *	9/25/2004
423	Department of Historic Resources	11/3/2003
942	Virginia Museum of Natural History	12/31/2003
402	Marine Resources Commission	7/1/2004
199	Department of Conservation and Recreation	9/25/2004
440	Department of Environmental Quality	10/25/2004
403	Department of Game and Inland Fisheries	10/25/2004

Public Safety

957	Commonwealth's Attorneys' Services Council	7/1/2004
127	Virginia Department of Emergency Management	12/31/2003
960	Department of Fire Programs	12/31/2003
140	Department of Criminal Justice Services	7/1/2004
123	Department of Military Affairs	7/1/2004
999	Department of Alcoholic Beverage Control	9/25/2004
750	Department of Correctional Education	11/25/2004
799	Department of Corrections	9/25/2004
777	Department of Juvenile Justice	11/25/2004
156	Department of State Police	12/25/2004

Technology

934	Innovative Technology Authority	12/8/2003
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Transportation

841	Department of Aviation	12/31/2003
506	Motor Vehicle Dealer Board	10/6/2003
505	Department of Rail & Public Transportation	12/31/2003
154	Department of Motor Vehicles	10/25/2004
501	Virginia Department of Transportation	7/1/2004

* A number of agencies received IT support from other agencies. The disposition of assets and staff for supported agencies is included in the agreements executed between VITA and the primary agency responsible for IT support, as follows:

- Virginia Economic Development Partnership supported Virginia Tourism Corporation
- Department of Social Services supported Comprehensive Services for At-Risk Youth & Families
- Department of Conservation and Recreation supported Chippokes Plantation Farm Foundation
- Department of Health supported Department of Aging
- Department of Rehabilitative Services supported Virginia Board for People with Disabilities, Department for the Blind and Vision Impaired, Department of the Deaf & Hard of Hearing, and the Virginia Office for Protection and Advocacy.