

# Appendix E

## *DIT Executive Orders*

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**Executive Order 2001-3** created DIT in an effort to achieve a unified and more cost-effective approach for managing information technology. This was to be accomplished by strengthening and coordinating IT policy decisions across the enterprise.

Under the order DIT is mandated to fulfill the use of common enterprise information technologies and provide consistent professional management of the state's IT resources. Major departmental responsibilities under the EO include:

- Centralize IT policy-making
- Unify strategic and infrastructure planning for technology
- Improve information, project, and system management
- Act as general contractor for technology products and services
- Provide citizens with more timely and cost-effective delivery of state services

EO 2001-3 was the culmination of the consolidation of IT services through a number of executive orders, including 1994-15, 1995-10, 1995-14, and 2000-6. These orders consolidated telecommunications and information processing, founded the Michigan Information Network, and established e-Michigan.

Governor Granholm has supported and strengthened the implementation of this executive order through the creation of advisory bodies such as MITEC (discussed later in this chapter) and assigning a key role for DIT within the Cabinet Planning Process.

Follows is the complete detail of these executive orders. They can also be found on the Michigan.gov web site at the following addresses:

Executive Order No. 2001-3, effective on October 14, 2001 –  
[http://www.michigan.gov/engler/1,1431,7-103-704-3054--M\\_2001\\_8,00.html](http://www.michigan.gov/engler/1,1431,7-103-704-3054--M_2001_8,00.html) creating a Michigan Department of information Technology.

Executive Order No. 2000-6, effective in April 2000 - in April 2000 –  
<http://www.state.mi.us/e-mi/gov/eo/2000/2000-06.shtm> establishing e-Michigan

Executive Order No. 1994-15, effective in May 1994 –  
<http://www.state.mi.us/e-mi/gov/eo/1994/1994-15.html> establishing Authority for Telecommunications

Executive Order No. 1995-10 , effective in May 1995 –  
<http://www.state.mi.us/e-mi/gov/eo/1995/1995-10.html> establishing Information Processing (Computing)

Executive Order No. 1995-14, effective in October 1995 –  
<http://www.state.mi.us/e-mi/gov/eo/1995/1995-14.html> creating the Michigan Information Network (MIN)

# Executive Order No. 2001-3, Creation of the Department of Information Technology

DEPARTMENT OF INFORMATION TECHNOLOGY  
DEPARTMENT OF MANAGEMENT AND BUDGET  
Executive Reorganization

WHEREAS, Article V, Section 1, of the Constitution of the state of Michigan of 1963 vests the executive power in the Governor; and

WHEREAS, Article V, Section 2, of the Constitution of the state of Michigan of 1963 empowers the Governor to make changes in the organization of the Executive Branch or in the assignment of functions among its units which he considers necessary for efficient administration; and

WHEREAS, certain functions, duties and responsibilities currently assigned to other state departments can be more effectively carried out by a new principal Department of Information Technology; and

WHEREAS, reorganizing information technology management functions into a new principal department with a cabinet-level Chief Information Officer will promote a unified approach to information technology management for executive branch agencies; and

WHEREAS, the creation of a new Department of Information Technology will improve the management of information technology investments and allow the state to establish stronger strategic relationships with business partners; and

WHEREAS, the creation of a new Department of Information Technology will strengthen central policymaking and direction-setting in all areas of information technology, bring about improved information management and data standardization, and catalyze the use of improved project management practices and strategic technology infrastructure planning; and

WHEREAS, improvements are necessary to provide the customers of the state of Michigan - be they citizens, businesses or employees - with an improved delivery of state services; and

WHEREAS, it is necessary in the interests of efficient administration and good government to effect these changes in the organization of the Executive Branch of government.

NOW, THEREFORE, I, John Engler, Governor of the state of Michigan, pursuant to the powers vested in me by the Constitution of the state of Michigan of 1963 and the laws of the state of Michigan, do hereby order the following:

## I. DEFINITIONS

As used herein:

- A. The "Department of Management and Budget" means the principal department created by Section 121 of Act No. 431 of the Public Acts of 1984, being Section 18.1121 of the Michigan Compiled Laws.
- B. The "Michigan Information Network Office" means the entity created by Executive Order 1995-14, being Section 18.1695 of the Michigan Compiled Laws.
- C. The "Michigan Information Network Advisory Board" means the entity created by Executive Order 1995-14, being Section 18.1695 of the Michigan Compiled Laws.
- D. "Information Technology Services" means services involving all aspects of managing and processing information including, but not limited to:
- Application development and maintenance
  - Desktop computer support and management
  - Mainframe computer support and management
  - Server support and management
  - Local area network support and management
  - Information technology contract, project and procurement management
  - Information technology planning and budget management,
  - Telecommunication services, security, infrastructure and support

## II. CREATION OF THE DEPARTMENT OF INFORMATION TECHNOLOGY

- A. The Department of Information Technology (hereafter "Department") is hereby created. This Department shall be headed by a Director who shall be appointed by and serve at the pleasure of the Governor. The Director shall also serve as the state's Chief Information Officer.
- B. The Department shall lead state efforts to re-engineer the state's information technology infrastructure with the goal of achieving the use of common technology across the executive branch.
- C. The Department shall coordinate a unified executive branch strategic information technology plan, identify best practices from executive branch agencies and other public and private sector entities, and develop and implement processes to replicate information technology best practices and standards throughout the executive branch.
- D. The Department shall oversee the expanded use and implementation of project and contract management principles as they relate to information technology projects within the executive branch. Funded projects within executive branch agencies shall use the project and contract management methodologies specified by the Department.
- E. The Department shall serve as a general contractor between the state's information technology users and private-sector providers of information technology products and services. The Department shall work toward building stronger partnering relationships with providers.
- F. The Department shall develop service-level agreements with executive branch departments and agencies to ensure quality products are delivered on schedule and within budget.
- G. The Department shall develop standards for application development including, but not limited to, a standard methodology and cost-benefit analysis that all executive branch departments and agencies shall utilize for application development activities.
- H. The Department shall have the full cooperation of executive branch departments and agencies in developing and implementing the sharing of data and information throughout the executive branch. The Department shall determine and implement statewide efforts to standardize data elements and shall determine data ownership assignments among executive branch departments and agencies.
- I. The Department shall develop systems and methodologies to review, evaluate and prioritize existing information technology projects within the executive branch and shall report to the Governor the status of information technology projects on a semi-annual basis.
- J. The Department will assist the State Budget Office with the development of information technology budgets for the executive branch. All information technology budget requests from the executive branch will be submitted to the State Budget Office and the Department. The State Budget Office and the Department will jointly review and recommend for funding consideration only those proposals that fit into the overall strategic information technology management plan of the state and that provide a reasonable return on investment.

## III. INFORMATION TECHNOLOGY FUNCTIONS AND PERSONNEL

- A. Except as otherwise provided in part IV of this order, all the authority, powers, duties, functions, responsibilities, personnel, equipment and budgetary resources involved in or related to the provision of information technology services currently located within any executive branch department or agency are hereby transferred to the Department of Information Technology by a Type II transfer, as defined in Section 3 of Act No. 380 of the Public Acts of 1965, as amended, being Section 16.103 of the Michigan Compiled Laws.
- B. As necessary to accomplish the missions and goals of executive branch departments and agencies, the Director of the Department of Information Technology, or the individual designated by the Governor as the Information Technology Transition Director, may immediately detail personnel transferred from executive branch departments and agencies under the provisions of this part back to their respective department or agency of origin.

## IV. DEPARTMENT OF MANAGEMENT AND BUDGET

- A. All the authority, powers, duties, functions and responsibilities of the following units, teams, divisions, and offices within the Department of Management and Budget:  
The Michigan Administrative Information Network;

The Computing Services Unit;  
The Information Technology Services Division;  
The Office of Project Management;  
The Information Technology Budget and Finance Division;  
The Office of Information Technology Solutions;  
The Telecommunications Services Unit, and;  
The Michigan Information Network Office;

including, but not limited to, the statutory authority, powers, duties, functions and responsibilities set forth in:

1. Section 203 of Act No. 431 of the Public Acts of 1984, as amended, being Section 18.1203 of the Michigan Compiled Laws (automated information processing installations);
2. Section 269(1)(b) and 269(1)(d) of Act No. 431 of the Public Acts of 1984, as amended, being Section 18.1269(1)(b) and 18.1269(1)(d) of the Michigan Compiled Laws (provision of centralized services to state agencies, specifically telecommunications and optical disc services);
3. Executive Order 1994-13, as amended, being Section 18.32 of the Michigan Compiled Laws (transfer of certain computer program analysis and programming responsibilities to the Michigan Administrative Information Network);
4. Executive Order 1994-15, as amended, being Section 18.33 of the Michigan Compiled Laws (telecommunications systems and related services);
5. Executive Order 1995-10, as amended, being Section 18.1691 of the Michigan Compiled Laws (consolidation of information processing systems for executive branch agencies);
6. Executive Order 1995-14, as amended, being Section 18.1695 of the Michigan Compiled Laws (Michigan Information Network Office); and,
7. Section 1291 of Act No. 335 of the Public Acts of 1993, as amended, being Section 380.1291[1] of the Michigan Compiled Laws (world-class statewide interactive video and data access and exchange system);  
are hereby transferred from the Department of Management and Budget to the Department of Information Technology by a Type II transfer, as defined in Section 3 of Act No. 380 of the Public Acts of 1965, as amended, being Section 16.103 of the Michigan Compiled Laws.

B. All the authority, powers, duties, functions and responsibilities of the Michigan Information Center, which is currently located in the Executive Office of the Governor pursuant to the terms of a Memorandum of Understanding and a Memorandum of Agreement executed between the Executive Office of the Governor and the Department of Management and Budget in March of 2001, upon its return from the Executive Office of the Governor to the Department of Management and Budget, is hereby transferred from the Department of Management and Budget to the Department of Information Technology by a Type II transfer, as defined in Section 3 of Act No. 380 of the Public Acts of 1965, as amended, being Section 16.103 of the Michigan Compiled Laws

#### V. MICHIGAN INFORMATION NETWORK ADVISORY BOARD

All the authority, powers, duties, functions and responsibilities of the Michigan Information Network Advisory Board are hereby transferred from the Department of Management and Budget to the Department of Information Technology by a Type III transfer, as defined in Section 3 of Act No. 380 of the Public Acts of 1965, as amended, being Section 16.103 of the Michigan Compiled Laws. The Michigan Information Network Advisory Board is hereby abolished.

#### VI. MISCELLANEOUS

A. The individual designated by the Governor as the Information Technology Transition Director shall provide executive direction and supervision for the implementation of all transfers of authority to the Department of Information Technology made under this Order.

B. The Information Technology Transition Director, and the Directors of all executive branch departments and agencies shall jointly identify the program positions and administrative function positions that will be transferred to the Department of Information Technology according to the terms of this Order. The Information Technology Transition Director and the Directors of all executive branch departments and agencies shall make every effort to develop agreements specifying these positions by the effective date of this order. In the event of a failure to reach agreement on the positions to be transferred under this order, the Information Technology Transition Director shall develop a written recommendation specifying the positions to be transferred to

the Department of Information Technology under the terms of this order. The Information Technology Transition Director shall submit the recommendation to the Governor no later than January 1, 2002, for his consideration and approval.

C. The Information Technology Transition Director shall immediately initiate coordination with the directors of all state departments affected by this Order to facilitate the transfers and develop memoranda of record identifying any pending settlements, issues of compliance with applicable federal and state laws and regulations, or other obligations to be resolved related to the authority to be transferred.

D. All records, personnel, property, equipment, grants and unexpended balances of appropriations, allocations and other funds used, held, employed, available or to be made available to any entity for the activities, powers, duties, functions and responsibilities transferred to the Department of Information Technology by this Order are hereby transferred to the Department of Information Technology.

E. The Director of the Department of Information Technology shall administer the assigned functions transferred by this Order in such ways as to promote efficient administration and shall make internal organizational changes as may be administratively necessary to complete the realignment of responsibilities prescribed by this Order.

F. The Director of the Department of Information Technology, or other individual designated by the Governor, may establish an administrative unit, including budget, personnel, information systems, internal audit, procurement, legislative and other related administrative functions. The Director of the Department of Information Technology, or other individual designated by the Governor, may also request the assistance of any state department or agency with respect to personnel, budgeting, procurement, information systems and other management-related functions and the state department or agency shall provide such assistance.

G. The Director of the Department of Information Technology, or other individual designated by the Governor, may hire or retain such contractors, sub-contractors, advisors, consultants and agents as the director may deem advisable and necessary, in accordance with the relevant procedures, statutes, rules and regulations of the Civil Service Commission and the Department of Management and Budget, and may make and enter into contracts necessary or incidental to the exercise of the powers and performance of the duties of the department and the director. Under this provision, the Director of the Department of Information Technology, or other individual designated by the Governor, may specifically hire or retain such contractors, sub-contractors, advisors, consultants and agents as the director may deem advisable and necessary to provide legal advice or legal services, to provide for research and development activity, and/or to provide strategic planning services.

H. The Director of the Department of Information Technology, or other individual designated by the Governor, may by written instrument delegate a duty or power conferred by law or this Order, and the department, agency or person to whom such duty or power is delegated may perform the duty or exercise the power at the time and to the extent that the duty or power is delegated by the Director of the Department of Information Technology, or other individual designated by the Governor.

I. After consultation with the Director of the Department of Information Technology, or other individual designated by the Governor, the State Budget Director shall determine and authorize the most efficient manner possible for handling financial transactions and records in the state's financial management system for the remainder of the fiscal year.

J. All rules, orders, contracts, grants and agreements relating to the functions transferred to the Department of Information Technology by this Order lawfully adopted prior to the effective date of this Order by the responsible state agency shall continue to be effective until revised, amended or rescinded.

K. Any suit, action or other proceeding lawfully commenced by, against or before any entity affected by this Order shall not abate by reason of the taking effect of this Order.

L. The invalidity of any portion of this Order shall not affect the validity of the remainder thereof. In fulfillment of the requirement of Article V, Section 2, of the Constitution of the state of Michigan of 1963, the provisions of this Executive Order shall become effective October 14, 2001.

Given under my hand and the Great Seal of the State of Michigan this 9th day of August, in the Year of our Lord, Two Thousand One.

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GOVERNOR

BY THE GOVERNOR:

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SECRETARY OF STATE

## Executive Order No. 2000 – 6, Establishing e-Michigan

### EXECUTIVE ORDER

#### NO. 2000-6

E-MICHIGAN OFFICE  
E-MICHIGAN ADVISORY COUNCIL

Executive Office of the Governor

WHEREAS, Article V, Section 1, of the Constitution of the state of Michigan of 1963 vests the executive power in the Governor; and

WHEREAS, Article V, Section 4, of the Constitution of the state of Michigan of 1963 authorizes the establishment of temporary commissions or agencies for special purposes with a life of no more than two years, and provides that such temporary commissions or agencies need not be allocated within a principal department; and

WHEREAS, there is an identified need for the state to focus on and become active in the development and implementation of electronic government; and

WHEREAS, electronic government will improve government interaction with citizens by providing more timely, convenient and personalized services, and will reduce the costs and efforts of conducting transactions between the citizens and the state; and

WHEREAS, a coordinated development of electronic government service will act as a catalyst to reengineer current practices and design better ways of conducting the business of government, contributing to economic growth and enhanced quality of life for all Michigan citizens; and

WHEREAS, the state of Michigan is a national leader in business, technology and economic development; and

WHEREAS, Michigan will retain its position of preeminence in economic development and technology through an active and coordinated partnership between government, academia and the private sector.

NOW, THEREFORE, I, John Engler, Governor of the state of Michigan, pursuant to the powers vested in me by the Constitution of the state of Michigan of 1963 and the laws of the state of Michigan, do hereby order the following:

#### *I. ESTABLISHMENT OF THE E-MICHIGAN OFFICE*

##### A. Establishment

1. The e-Michigan Office ("Office") is established within the Executive Office of the Governor as a temporary agency pursuant to Article V, Section 4, of the Constitution of the state of Michigan of 1963. It shall have a life of no more than two (2) years commencing May 1, 2000.

##### B. Director

The Governor shall appoint one person to serve as director of the Office and that person shall serve as director at the pleasure of the Governor. The director shall report to and be directly responsible to the Governor. The director shall, in addition to the other duties and responsibilities given to the director herein or assigned or transferred to the director as head of the Office by statute or executive order, be responsible for the oversight and supervision of employees of the Office and for the operations of the Office. The director shall also perform such other duties and exercise other powers as the Governor may prescribe.

##### C. Compensation

The director shall receive reasonable compensation.

##### D. Other Deputies and Assistants

The director may appoint deputies, assistants and employees as necessary. Compensation for whom shall be established according to relevant Department of Civil Service rules and regulations.

#### *II. DUTIES AND RESPONSIBILITIES OF THE E-MICHIGAN OFFICE*

##### A. General duties

1. The Office, working with the e-Michigan Advisory Council established herein, shall develop a comprehensive statewide strategy for the installation and use of state-of-the-art technologies for allowing the state to exchange information and conduct business-related transactions electronically with private and corporate citizens, state, federal, international and local governments, business partners and its employees. The delivery of services for business and citizens to electronically interact with government shall be known as e-Michigan.
2. The Office shall coordinate and integrate existing electronic government services, as well as identify additional opportunities and any barriers for delivering government services electronically.
3. The Office shall develop the technical, legal, policy, and financial framework and infrastructure necessary to deliver e-Michigan services.
4. The Office, with the cooperation of the Office of the State Chief Information Officer, Department of Management and Budget, shall plan, provide, operate, maintain, and manage the e-Michigan technology infrastructure to be used by all executive branch agencies.
5. The Office shall have the full cooperation of all executive branch agencies in developing and implementing the sharing of data and information across all agencies in order to improve access and delivery of government services to citizens as part of the e-Michigan initiative. Data that is protected under confidentiality laws shall be exempt from this requirement.
6. The Office shall utilize staff of other executive branch agencies for advice and assistance to re-engineer business processes, develop specific government electronic objectives, and establish inter- and intra-agency data sharing requirements, policies, procedures and standards to guide the development of e-Michigan services and transactions for customers of the state of Michigan.
7. State agencies shall cooperate in reengineering their business processes to allow services to be transacted through the Internet, or other electronic means, including but not limited to:
  - a. business services, including procurement, application and renewal of professional and occupational licenses, application and renewal of food and dairy permits, business registration filings, business tax filings and payment; and
  - b. citizens services, including watercraft, motor vehicle, and recreational vehicle registration, renewal of drivers licenses, personal income tax filings and payments or refunds, and order and payment for vital statistics information; and
  - c. outdoor recreation services, including application for hunting and fishing licenses, online reservations for state campgrounds, and off-road vehicle permits.
8. The Office shall design a single state of Michigan portal for easy navigation and customization that integrates user preferences with information relevant to these preferences and captures user profile information, on a voluntary basis, in order to send information and announcements to users based on profile preferences.
9. Additional state services shall be made available to the public through electronic means, including the Internet, where practical. State agencies shall only provide transactions through the Internet that are not prohibited by laws or rules pertaining to privacy or security.
10. The Office shall establish and manage e-Michigan initiative teams, as appropriate.
11. The Office shall promote e-Michigan awareness and acceptance and foster cooperative development of e-Michigan initiatives between government and private sector organizations.
12. The Office shall develop recommendations for future e-Michigan policy, together with guidelines for implementation, including proposed legislation and budget needs that address priorities and investment requirements.

13. The Office shall provide necessary templates to all agencies to collect, assemble and report e-Michigan results of customer satisfaction surveys, process efficiencies achieved, usage rates and other appropriate measurements as requested.

14. At least once annually, all executive branch agencies shall submit e-Michigan reports to the Office. The reports shall comply with the templates created by the Office.

### *III. ESTABLISHMENT OF THE E-MICHIGAN ADVISORY COUNCIL*

#### *A. Establishment*

The e-Michigan Advisory Council (Advisory Council) is hereby established by this Executive Order within the e-Michigan Office. It shall have a life of no more than two (2) years commencing May 1, 2000.

#### *B. Members*

The Advisory Council shall consist of five (5) members. Four of the members shall be appointed by the Governor and shall serve at the pleasure of the Governor. The fifth member shall be the Governor, or his designee, and shall serve as chair of the Advisory Council.

#### *C. Compensation*

Members of the Advisory Council shall serve without compensation. Members of the Advisory Council may receive reimbursement for necessary travel and expenses according to relevant procedures of the Departments of Management and Budget and Civil Service rules and regulations.

### *IV. DUTIES AND RESPONSIBILITIES OF THE E-MICHIGAN ADVISORY COUNCIL*

#### *A. General Duties*

1. The Advisory Council shall advise the director of the e-Michigan Office of the following:

- a. The best practices for implementation of e-commerce in all of Michigan government.
- b. The future trends in business, government and education relating to the integration of e-commerce in support of providing services and products in an effective and efficient manner.
- c. The best opportunities for using e-commerce to offer the type of services desired in order to provide consistent levels of services, develop efficient, effective and secure operations, and attain the highest quality of performance.

### *V. MISCELLANEOUS*

#### *A. Bylaws*

The Advisory Council may promulgate bylaws, consistent with law and with this Executive Order, to govern its organization and procedure.

#### *B. Quorum, Voting*

A majority of the serving members of the Advisory Council constitutes a quorum for the transaction of business at a meeting, notwithstanding the existence of one (1) or more vacancies. Voting upon actions taken shall be conducted by a majority vote of the members present in person at a meeting or present by use of amplified telephonic equipment. The Advisory Council shall meet at the call of the chair and as may be provided in the bylaws of the Advisory Council. Meetings of the Advisory Council may be held anywhere within the state of Michigan.

#### *C. State Agency Cooperation*

All executive branch agencies shall cooperate with the Office and Advisory Council in the performance of their respective responsibilities. Agencies shall make every effort to provide the Office and Advisory Council with key staff and other means of support to assist in the performance of their respective duties.

#### *D. Contractors*

The director of the Office may hire or retain such contractors, sub-contractors, advisors, consultants and agents as the director may deem advisable and necessary, in accordance with relevant procedures, statutes, rules and

regulations of the Civil Service Commission and the Department of Management and Budget, and may make and enter into contracts necessary or incidental to the exercise of the powers of and performance of the duties of the Office and the director.

E. Grants and Donations

The Office may accept grants of funds and donations of funds, property, labor or other things of value from any department or office of the state of Michigan and the United States and from any other public or private office or person for the purpose of furthering e-Michigan services.

F. Validity

The invalidity of any portion of this Executive Order shall not affect the validity of the remainder thereof.

The provisions of this Executive Order shall become effective May 1, 2000.

Given under my hand and the Great Seal of the state of Michigan this \_\_\_\_\_ day of April, in the Year of our Lord, Two Thousand.

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GOVERNOR

BY THE GOVERNOR:

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SECRETARY OF STATE

## **Executive Order No. 1994 – 15 Telecommunications Consolidation**

### **MICHIGAN EXECUTIVE BRANCH AGENCIES**

### **MICHIGAN DEPARTMENT OF MANAGEMENT AND BUDGET**

WHEREAS, Article V, Section 2, of the Constitution of the State of Michigan of 1963 empowers the Governor to make changes in the organization of the Executive Branch or in the assignment of functions among its units which he considers necessary for efficient administration; and

WHEREAS, it is necessary in the interests of efficient administration and effectiveness of government to effect changes in the organization of the Executive Branch of government; and

WHEREAS, Section 141 of Act No. 431 of the Public Acts of 1984 ("Act No. 431"), as amended, being Section 18.1141 of the Michigan Compiled Laws, directs the Department of Management and Budget to survey and examine the administrative organization and operations of state agencies to secure greater administrative and program efficiency and economy; and

WHEREAS, attaining this goal requires the application of modern and effective management practices, sound planning, and the development of responsive telecommunications systems; and

WHEREAS, Act No. 431 requires the Department of Management and Budget to minimize the duplication of activities among state agencies and between state agencies and businesses, and to effect a better organization and consolidation of functions among state agencies; and

WHEREAS, the Department of Management and Budget is required to establish, administer, operate, or provide centralized services when advantageous to the state; and

WHEREAS, Section 271 of Act No. 431, being Section 18.1271 of the Michigan Compiled Laws, directs the Department of Management and Budget to establish, manage, and operate, through either state ownership or commercial leasing, telecommunications systems and service for the operations of state agencies; and

WHEREAS, it is necessary in the interests of efficient administration and effectiveness of government to effect changes in the organization and distribution of telecommunications resources in Executive Branch agencies.

NOW, THEREFORE, I, John Engler, Governor of the State of Michigan, pursuant to the powers vested in me by the Michigan Constitution of 1963 and the laws of the State of Michigan, do hereby order the following:

1. The Department of Management and Budget shall plan for and bring about a unified and integrated structure for telecommunications systems and related services for all Executive Branch agencies.
2. The Department of Management and Budget shall continuously maintain and update statewide plans for such integrated and unified structures to assure the effective and efficient use and administration of telecommunications resources.
3. The Department of Management and Budget shall perform continuing analyses and evaluations of telecommunications functions and activities throughout Executive Branch agencies and effect changes and modifications that improve administrative and operational effectiveness and efficiency.
4. The Department of Management and Budget shall be responsible for defining those resources that comprise telecommunications and related services; provide for the acquisition, billing, and record keeping of all telecommunications services provided to Executive Branch agencies; and may delegate to Executive Branch agencies, as appropriate, activities related to the administration of telecommunication resources.

5. The Department of Management and Budget shall, as deemed appropriate, draw upon staff of other Executive Branch agencies for advice and assistance in the formulation and implementation of administrative and operational plans and policies.

6. The Department of Management and Budget shall, as necessary, consolidate available resources within Executive Branch agencies, including transfers of equipment, human resources, and associated fiscal resources, in whole or in part, from those Executive Branch agencies to consolidated or centralized operations in support of its mission to minimize duplication of activities, consolidate functions, and effect better organization among state agencies.

7. The Department of Management and Budget shall establish and operate a Network Operations Center for the purpose of planning, provisioning, maintaining, and managing telecommunications network services and systems to be used by all Executive Branch agencies.

8. The Director of the Department of Management and Budget shall provide executive direction and supervision for the implementation of any transfers of equipment, human resources, and fiscal resources from any Executive Branch agency to consolidated or centralized telecommunications operations.

9. The Director of the Department of Management and Budget and the Directors of Executive Branch agencies shall enter into separate memoranda of record to execute transfer of equipment, human resources, and fiscal resources, and any attendant responsibilities and related records such as personnel records, vendor contracts and encumbrance documents, to the Department of Management and Budget pursuant to this order.

In fulfillment of the requirements of Article V, Section 2, of the Constitution of the State of Michigan, the provisions of this Executive Order shall become effective at 11:59 p.m.

Given under my hand and the Great Seal of the State of Michigan this \_\_\_\_\_ day of May, in the Year of our Lord, One Thousand Nine Hundred Ninety-Four, and of the Commonwealth, One Hundred Fifty-Eight.

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GOVERNOR

BY THE GOVERNOR:

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SECRETARY OF STATE

# Executive Order No. 1995 – 10, Information Processing Consolidation

## MICHIGAN EXECUTIVE BRANCH AGENCIES MICHIGAN DEPARTMENT OF MANAGEMENT AND BUDGET

WHEREAS, Article V, Section 2, of the Constitution of the State of Michigan of 1963 empowers the Governor to make changes in the organization of the Executive Branch or in the assignment of functions among its units which he considers necessary for efficient administration; and

WHEREAS, it is necessary in the interests of efficient administration and effectiveness of government to effect changes in the organization of the Executive Branch of government; and

WHEREAS, Section 141 of Act No. 431 of the Public Acts of 1984 ("Act 431"), as amended, being Section 18.1141 of the Michigan Compiled Laws, directs the Department of Management and Budget to survey and examine the administrative organization and operations of state agencies to secure greater administrative and program efficiency and economy; and

WHEREAS, attaining this goal requires the application of modern and effective management practices, and sound planning for and the development of responsive information processing systems; and

WHEREAS, Act 431 requires that the Department of Management and Budget minimize the duplication of activities among state agencies and between state agencies and businesses, and to effect a better organization and consolidation of functions among state agencies; and

WHEREAS, Section 269 of Act No. 431 of the Public Acts of 1984, as amended, being Section 18.1269 of the Michigan Compiled Laws, requires the Department of Management and Budget to establish, administer, operate or provide centralized services when advantageous to the state; and

WHEREAS, it is necessary in the interests of efficient administration and effectiveness of government to effect changes in the organization and distribution of information processing resources in Executive Branch agencies. NOW, THEREFORE, I, John Engler, Governor of the State of Michigan, pursuant to the powers vested in me by the Michigan Constitution of 1963 and the laws of the State of Michigan, do hereby order the following:

1. The Department of Management and Budget shall plan for and effect a unified and integrated structure for information processing systems and related services for all Executive Branch agencies.
2. The Department of Management and Budget shall continuously maintain and update statewide plans for such integrated and unified structures to assure the effective and efficient use and administration of information processing resources.
3. The Department of Management and Budget shall perform continuing analyses and evaluations of information processing functions and activities throughout Executive Branch agencies and effect changes and modifications which improve administrative and operational effectiveness and efficiency.
4. The Department of Management and Budget shall be responsible for defining those resources which comprise information processing and related services and for the approval of all information processing equipment, software, systems and services to be acquired by Executive Branch agencies.
5. The Department of Management and Budget shall, as deemed appropriate, draw upon staff of other Executive Branch agencies for advice and assistance in the formulation and implementation of administrative and operational plans and policies.
6. The Department of Management and Budget shall, as necessary, consolidate available information processing resources within Executive Branch agencies, in support of its mission to minimize duplication of activities, consolidate functions, and effect better organization among state agencies.

7. The Department of Management and Budget shall plan, provision, operate, maintain, and manage information processing services and systems to be used by all Executive Branch agencies.

8. The Director of the Department of Management and Budget shall provide executive direction and supervision for the implementation of any transfers of equipment, human resources, and fiscal resources from any Executive Branch agency to consolidated or centralized information processing operations.

9. The Director of the Department of Management and Budget and the Directors of Executive Branch agencies shall enter into separate memoranda of record to execute transfers of resources and any attendant responsibilities and related records, such as vendor contracts and encumbrance documents, to the Department of Management and Budget pursuant to this order.

In fulfillment of the requirements of Article V, Section 2, of the Constitution of the State of Michigan, the provisions of this Executive Order shall become effective July 17, 1995.

Given under my hand and the Great Seal of the State of Michigan this \_\_\_\_\_ day of May, in the Year of our Lord, One Thousand Nine Hundred Ninety-Five.

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GOVERNOR

BY THE GOVERNOR:

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SECRETARY OF STATE

## **Executive Order No. 1995 – 14 Michigan Information Network**

**MICHIGAN GOVERNMENT TELEVISION NETWORK  
MICHIGAN INFORMATION AND TECHNOLOGY NETWORK  
MICHIGAN INFORMATION NETWORK ADVISORY BOARD  
MICHIGAN INFORMATION NETWORK USER EMPOWERMENT AUTHORITY  
MICHIGAN DEPARTMENT OF MANAGEMENT AND BUDGET  
MICHIGAN DEPARTMENT OF EDUCATION  
MICHIGAN JOBS COMMISSION  
EXECUTIVE REORGANIZATION**

WHEREAS, Article V, Section 2, of the Constitution of the State of Michigan of 1963 empowers the Governor to make changes in the organization of the Executive Branch or in the assignment of functions among its units which he considers necessary for efficient administration; and

WHEREAS, Section 1291 of Public Act No. 335 of 1993, as amended by Public Act No. 416 of 1994, required the Michigan Department of Management and Budget to prepare a plan to enable creation of the Michigan Information Network (MIN); and

WHEREAS, this Administration has advocated creation of the Michigan Information Network; and

WHEREAS, the MIN is the link to the "information superhighway" for the people of Michigan. It is a virtual network developed through a collaborative effort of private sector telecommunications companies, the State of Michigan, and users to share voice, video and data for the public good; and

WHEREAS, the MIN Plan is a series of initiatives geared at accelerating the adoption rate and use of such a network; and

WHEREAS, both the Secchia Commission Report and the Michigan Information Network Plan call for making more state government information easily available to the public; and

WHEREAS, establishment of Regional Educational Media Centers by Intermediate School Districts was authorized by Act No. 55 of the Public Acts of 1970, being Section 380.671 of the Michigan Compiled Laws, subject to criteria established by rule by the State Board of Education; and

WHEREAS, Act No. 121 of the Public Acts of 1988, being Section 380.1264a of the Michigan Compiled Laws, authorized local school districts to establish district library media centers; established the Library Media Program Advisory Committee to establish criteria for such programs; and authorized the Michigan Department of Education to advise local school districts on such programs; and

WHEREAS, the Office of Grants and Technology was created within the Michigan Department of Education by the State Board of Education and assigned to fulfill statutory responsibilities of the State Board of Education regarding Regional Educational Media Centers and the Library Media Program Advisory Committee, and such other responsibilities assigned by the State Superintendent of Public Instruction; and

WHEREAS, the Michigan Government Television Network was created within the Department of Management and Budget by Executive Order No. 1993-22; and

WHEREAS, the Michigan Information and Technology Network (MITN) was created by appropriation of \$5,875,000 by Public Act No. 305 of 1988 to the Michigan Strategic Fund for such purpose, and that money, along with other monies, was transferred to MITN by the Strategic Fund pursuant to a grant agreement dated April 1, 1990; administrative responsibilities to determine MITN's compliance with certain representations and covenants in the grant agreement and the power to modify or waive any requirements remains with the Michigan Strategic Fund; and

WHEREAS, the Michigan Strategic Fund was transferred to the Michigan Jobs Commission by Executive Orders 1994-26 and 1995-5; and

WHEREAS, the functions, duties and responsibilities assigned to the Office of Grants and Technology, for Regional Educational Media Centers and District Library Media Centers, can be more effectively carried out under the supervision and direction of the Chief Information Officer for the State of Michigan; and

WHEREAS, the development of the Michigan Information Network will be enhanced by consolidating state operations and programs related to the Network and placing them under the supervision and direction of the Chief Information Officer for the State of Michigan.

NOW, THEREFORE, I, John Engler, Governor of the State of Michigan, pursuant to the powers vested in me by the Constitution of the State of Michigan of 1963 and the laws of the State of Michigan, do hereby order the following:

1. The Michigan Information Network Office is established within the Michigan Department of Management and Budget under the supervision and direction of the Chief Information Officer for the State of Michigan. The Michigan Information Network Office shall coordinate and review materials intended for dissemination by the Executive Branch of Michigan State Government through the Michigan Information Network. The Michigan Information Network Office shall coordinate Executive Branch efforts with those of the Legislative and Judicial Branches to avoid duplication.
2. The Michigan Information Network Office shall advise and assist in negotiations, or develop legislation, to establish a nonprofit health data corporation consistent with the Michigan Information Network; and shall develop programs for the Department of Corrections to use on the Michigan Information Network for remote arraignments, telemedicine and distance learning.
3. The Michigan Information Network Advisory Board is established within the Michigan Department of Management and Budget. It shall be composed of 15 members, appointed by the Governor. The members of the Board shall be appointed for terms of three (3) years, except that of members first appointed, five (5) member shall be appointed for one year, five (5) members shall serve for two years, and five (5) members shall serve for three years, as designated by the Governor. The Governor shall designate a Chairperson of the Board. The Board shall advise the Chief Information Officer for the State of Michigan regarding the operation of the Michigan Information Network, the development of the Michigan Information Network User Empowerment Authority, whether as a private nonprofit corporation or within state government, and in deciding which functions of state government that relate to the Michigan Information Network may be consolidated with the Michigan Information Network Office. The Michigan Information Network Office shall provide staff support to this Advisory Board. Members shall receive no compensation for their services as members and may be reimbursed only for those actual expenses incurred which are reimbursable under the laws, rules and practices of the state.
4. The Michigan Information Network Office, under the direction of the Michigan Information Network Advisory Board and the Chief Information Officer for the State of Michigan shall initiate planning for creating the Michigan Information Network User Empowerment Authority, which should provide a forum and authority for users to share information and resources, and may include the consolidation of nongovernment functions such as Michigan Government Television and the Michigan Information Technology Network.
5. All the statutory authority, powers, duties, functions and responsibilities of the Michigan Department of Education regarding Regional Educational Media Centers, including rule-making, are hereby transferred to the Michigan Department of Management and Budget, by a Type II transfer, as defined by Section 3 of Act No. 380 of the Public Acts of 1965, as amended, being Section 16.103 of the Michigan Compiled Laws.
6. All the statutory authority, powers, duties, functions and responsibilities of the Michigan Department of Education regarding District Library Media Centers are hereby transferred to the Michigan Department of Management and Budget, by a Type II transfer, as defined by Section 3 of Act No. 380 of the Public Acts of 1965, as amended, being Section 16.103 of the Michigan Compiled Laws. The Library Media Program Advisory Committee, with all of its statutory authority, powers, duties, functions and responsibilities, is hereby transferred to the Michigan Department of Management and Budget, by a Type II transfer, as defined by Section 3 of Act No. 380 of the Public Acts of 1965, as amended, being Section 16.103 of the Michigan Compiled Laws.
7. Any remaining state responsibilities under the grant agreement between the Michigan Strategic Fund and the Michigan Information and Technology Network are hereby transferred to the Michigan Department of Management and Budget, by a Type II transfer, as defined by Section 3 of Act No. 380 of the Public Acts of 1965, as amended, being Section 16.103 of the Michigan Compiled Laws.

8. The Director of the Department of Management and Budget shall provide executive direction and supervision for the implementation of the transfers. The assigned functions shall be administered under the direction and supervision of the Chief Information Officer of the State of Michigan.

9. All records, personnel, property and unexpended balances of appropriations, allocations and other funds used, held, employed, available or to be made available to the Office of Grants and Technology for the activities transferred are hereby transferred to the Michigan Department of Management and Budget to the extent required to provide for the efficient and effective operation of the Office of Grants and Technology of the Michigan Department of Education.

10. The Michigan Department of Management and Budget shall make internal organizational changes as may be administratively necessary to complete the realignment of responsibilities prescribed by this order.

11. The Director of the Department of Management and Budget and the State Superintendent of Public Instruction shall immediately initiate coordination to facilitate the transfer and develop a memorandum of record identifying any pending settlements, issues of compliance with applicable federal and state laws and regulations, or obligations to be resolved by the Office of Grants and Technology of the Michigan Department of Education.

12. All rules, orders, contracts and agreements relating to the assigned functions lawfully adopted prior to the effective date of this order shall continue to be effective until revised, amended or repealed.

13. Any suit, action or other proceeding lawfully commenced by, against or before any entity affected by this order shall not abate by reason of the taking effect of this order. Any suit, action or other proceeding may be maintained by, against or before the appropriate successor of any entity affected by this order.

In fulfillment of the requirements of Article V, Section 2, of the Constitution of the State of Michigan, the provisions of this Executive Order shall become effective October 1, 1995.

Given under my hand and the Great Seal of the State of Michigan this \_\_\_\_\_ day of \_\_\_\_\_, in the Year of our Lord, One Thousand Nine Hundred Ninety-Five.

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GOVERNOR BY THE GOVERNOR:

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SECRETARY OF STATE