



STATE OF MICHIGAN
EXECUTIVE OFFICE
LANSING

RICK SNYDER
GOVERNOR

BRIAN CALLEY
LT. GOVERNOR

**EXECUTIVE ORDER
No. 2016 – 24**

**ENTERPRISE INFORMATION MANAGEMENT
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET**

RESCISSION OF EXECUTIVE ORDER NO. 2009-18

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

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

WHEREAS, Section 8 of Article V of the Michigan Constitution of 1963 provides that each principal department shall be under the supervision of the Governor unless otherwise provided by the Constitution and makes the Governor responsible for the faithful execution of the laws; and

WHEREAS, fostering a culture of secure and efficient management of data and enterprise information is essential to providing Michigan residents with the highest quality government service; and

WHEREAS, state and federal laws require state departments and agencies to collect, display, retain, and dispose of records that contain personal identifying information of the residents of this state; and

WHEREAS, the collection, display, retention, and disposal of records containing personal identifying information of the residents of this state may expose this state and its residents to security risks, including, but not limited to, identity theft; and

WHEREAS, state and federal laws impose restrictions and obligations on government agencies with respect to the collection, display, retention, and disposal of records containing personal identifying information, including, but not limited to, obligations to notify residents of this state of certain incidents of unauthorized access to such information; and

WHEREAS, this administration is firmly committed to ensuring not only that state government is accountable for the personal identifying information of the residents of this state for which it is responsible, but that the residents of this state understand the manner in which their personal identifying information is collected, displayed, retained,

and disposed of by state government and understand their rights when that information is used or accessed without authorization; and

WHEREAS, data and information are valuable assets, the efficient management and sharing of which, by and between state departments and agencies, can greatly improve service delivery to state residents and transparency in a number of important areas, including, but not limited to, public safety, education, healthcare, and economic growth; and

WHEREAS, on November 1, 2013, I issued Executive Directive 2013-1, directing the Director of the Department of Technology, Management and Budget (DTMB) to establish and implement an Enterprise Information Management (EIM) program requiring participation and engagement by all state departments and agencies to establish protocols for data and information sharing, management, and governance; and

WHEREAS, pursuant to Executive Directive 2013-1, the DTMB has built an EIM framework, defined EIM organizational processes, identified and trained Chief Data Stewards in all state departments, assessed departmental data management maturity, identified enterprise solutions, created enterprise and department specific action plans, conducted several proofs of concept, and completed the first statewide data inventory; and

WHEREAS, Executive Order 2009-18 established a process to ensure the protection of state residents' private information, the privacy functions of which have been incorporated within the existing EIM framework and will be carried forward by this Order;

NOW, THEREFORE, I, Richard D. Snyder, Governor of the state of Michigan, by virtue of the power and authority vested in the Governor by the Michigan Constitution of 1963 and Michigan law, order the following:

I. IMPLEMENTATION OF ENTERPRISE INFORMATION MANAGEMENT PROGRAM

A. Under the guidance of the Enterprise Information Management Steering Committee (EIM Steering Committee), created in Section II of this Order, the Department of Technology, Management and Budget (DTMB) shall have primary responsibility for implementing the EIM program within the executive branch of state government.

B. The projects and goals of the EIM program shall include, but not be limited to, the following:

1. Establishing a single internet sign-on for citizens and businesses to access all state account information.

2. Maximizing and improving the quality of data and metrics made available to the public through the Open Michigan website or other similar forums.
3. Using data to improve the quality of service delivery in priority areas including, but not limited to, public safety, education, public health, and economic growth.
4. Establishing a centralized information sharing and analytics service center to promote and support enterprise technology programs such as those already undertaken pursuant to Executive Directive 2013-1, including, but not limited to, the Identity Master program, the Location Master program, the Business Glossary, and the Data Sharing Agreement Repository.
5. Promoting efficient cross-agency data sharing, within a "share first" environment, while taking all necessary and appropriate steps to ensure personal privacy and safeguard personal information.

C. The Director of the DTMB shall designate a Chief Data Officer. The Chief Data Officer shall carry out the powers, duties, functions, and responsibilities of implementing the EIM program and any other powers, duties, functions, and responsibilities that may be assigned by the Director of the DTMB.

D. The Chief Data Officer shall additionally carry out the powers, duties, functions, and responsibilities formerly held by the Chief Privacy Officer as described in Section II, Paragraphs 1-6, of Executive Order 2009-18, which as carried forward under this Order shall include:

1. Serving as the Chairperson of the EIM Steering Committee.
2. Serving as liaison to the Chief Data Stewards and Information Privacy Protection Officers on compliance issues with state and federal privacy laws.
3. Providing information, guidance, and technical assistance to state departments and agencies related to compliance with state and federal privacy laws.
4. Identifying resources and best practices for compliance with state and federal privacy laws.
5. Facilitating the education and training of state employees and officers on issues relating to compliance with state and federal privacy laws.
6. Providing information to residents of this state related to compliance by state departments and agencies with state and federal privacy laws.

E. The Director of the DTMB shall be responsible for advising the Governor on issues relating to compliance by state departments and agencies with state and federal privacy laws.

II. CREATION OF THE ENTERPRISE INFORMATION MANAGEMENT STEERING COMMITTEE

A. The Enterprise Information Management Steering Committee (EIM Steering Committee) is created as an advisory body and steering committee within the DTMB.

B. The EIM Steering Committee shall initially consist of the following twelve members:

- The Chief Data Officer, who shall serve as the Chairperson of the EIM Steering Committee,
- A representative of the Department of Education designated by the Superintendent of Public Instruction,
- A representative of the Department of Health and Human Services designated by the Director of the Department of Health and Human Services,
- A representative of the Department of Insurance and Financial Services designated by the Director of the Department of Insurance and Financial Services,
- A representative of the Department of Licensing and Regulatory Affairs designated by the Director of the Department of Licensing and Regulatory Affairs,
- A representative of the Department of Natural Resources designated by the Director of the Department of Natural Resources,
- A representative of the Department of State designated by the Secretary of State,
- A representative of the Department of State Police designated by the Director of the Department of State Police,
- A representative of the Department of Transportation designated by the Director of the Department of Transportation,
- A representative of the Treasury designated by the State Treasurer,
- A representative of the Center for Educational Performance and Information designated by the Director of the Center for Educational Performance and Information, and
- A representative of the Talent Investment Agency designated by the Director of the Talent Investment Agency.

C. Membership on the EIM Steering Committee may be rotated between various state departments and agencies. After a period of two years following the effective date of this Order, or as necessary and appropriate thereafter, and in furtherance of the purpose of this Order and the mission of the EIM Program, the Chief

Data Officer may elect to modify the composition of the EIM Steering Committee to include representatives of other departments and agencies not included as initial members under this Order.

D. The EIM Steering Committee shall meet as called by the Chairperson.

E. The EIM Steering Committee shall be staffed and assisted, as necessary, by personnel within the EIM Program, as directed by the Chief Data Officer, subject to available funding.

F. A majority of the members of the EIM Steering Committee constitutes a quorum for the transaction of business. The EIM Steering Committee shall act by majority vote of its members present.

G. As necessary and appropriate, the EIM Steering Committee may consult with representatives of departments and agencies not represented on the EIM Steering Committee.

H. Members of the EIM Steering Committee shall serve without compensation. Subject to the approval of the Director of the DTMB and available funding, members of the EIM Steering Commission may receive reimbursement for necessary travel and expenses according to relevant statutes and the rules and procedures of the Michigan Civil Service Commission and the Department of Technology, Management and Budget.

I. Subject to the approval of the Director of the DTMB and available funding, the EIM Steering Committee may direct the EIM Program to hire or retain contractors, sub-contractors, advisors, and consultants, as advisable and necessary, in accordance with the relevant statutes, rules, and procedures of the Civil Service Commission and the DTMB.

J. The EIM Steering Committee shall make recommendations to ensure that the DTMB has adequate funding and staffing devoted to accomplishing the responsibilities set forth in this Order.

K. The EIM Steering Committee shall provide strategic oversight for the EIM Program and shall provide guidance to the DTMB in undertaking its implementation mission under this Order.

L. In addition to overseeing the EIM Program, the EIM Steering Committee shall carry out the advisory functions formerly undertaken by the Information Privacy Protection Council, as described in Section V of Executive Order 2009-18, which as carried forward under this order shall include:

1. Reviewing and recommending policies and procedures to be implemented by state departments and agencies to assure compliance with state and federal privacy laws and the promotion of effective information security and privacy protection; and

2. Recommending strategies to enhance awareness, education, and understanding of information security best practices and online measures intended to protect the personal identifiable information of residents of this state; and
3. Identifying information security and privacy protection risks within state government and recommending risk mitigation strategies, methods, and procedures to be adopted by state departments and agencies to lessen these risks; and
4. Monitoring compliance by state departments and agencies with state information security and privacy protection policies and procedures; and
5. Recommending training programs for state employees designed to educate, promote, and advance knowledge of information security and privacy protection procedures.

III. INFORMATION MANAGEMENT GOVERNANCE BOARDS

- A. Each principal department director shall create and establish a Departmental Information Management Governance Board (DIMGB) to provide an operational support structure for and to coordinate with the EIM Steering Committee.
- B. The DIMGB within each principal department shall be chaired by the department director or chief deputy director, include the Chief Data Steward and Privacy Protection Officer identified as provided in Section IV of this Order, and shall have membership representation from all bureau or division administrators that have responsibility over business data or information management systems.
- C. The DIMGB within each principal department shall advise, adopt, and support all activities related to achieving the goals of secure and efficient enterprise information management within each department and agency.

IV. CHIEF DATA STEWARDS AND PRIVACY PROTECTION OFFICERS

- A. Each principal department shall designate a Chief Data Steward responsible for implementing secure and efficient enterprise information management within each department and agency who shall provide administrative support to the DIMGB within each principal department.
- B. Each principal department shall designate an Information Privacy Protection Officer as the primary coordinator of departmental compliance with state and federal privacy laws, and as an advisor to the DIMGB on best practices for enterprise-wide privacy and security matters. The Chief Data Steward may be the Privacy Protection Officer.

C. The Chief Data Steward and Information Privacy Protection Officer within each principal department shall cooperate and coordinate with the Chief Data Officer or their designee on compliance issues with state and federal privacy laws.

D. Each principal department shall ensure that sufficient funding and staffing are devoted to support the Chief Data Stewards' performance of the functions required by this Order.

V. RESCISSION OF EXECUTIVE ORDER 2009-18

A. The position of Chief Privacy Officer created by Executive Order 2009-18 is abolished.

B. The Information Privacy Protection Council created by Executive Order 2009-18 is abolished.

C. Executive Order 2009-18 is rescinded in its entirety.

VI. MISCELLANEOUS

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

B. Nothing in this Order shall be construed to change the organization of the executive branch of state government or the assignment of functions among its units in a manner requiring the force of law.

C. The invalidity of any portion of this Order shall not affect the validity of the remainder of the Order, which may be given effect without any invalid portion.

The Executive Order shall become effective upon filing.

Given under my hand and the Great Seal of the state of Michigan this 21st day of December, in the year of our Lord, Two Thousand Sixteen



RICHARD D. SNYDER
GOVERNOR

BY THE GOVERNOR:


SECRETARY OF STATE

FILED WITH SECRETARY OF STATE

ON 12/21/2016 AT 10:22am